



Withdrawal/Drop Policy

Students who voluntarily decide not to continue their education at Advanced Training Institute will be considered "withdrawn" from school on their last day of attendance. The "Date of determination" will be the 6th day after their last day of attendance and out processing of the student will occur the following business day.

Students may be considered for re-enrollment only after being reviewed by the Director of Education or designee. Students who re-enroll will be required to use the current catalog's programs, tuition and fees then in effect.

Special Cases. In cases of a student's prolonged illness, accident, death in the family, or other circumstances that make it impractical to complete their program, the School shall make a settlement, which is reasonable and fair to both the student and the School. In such cases, when the student is fully obligated for 100% of their enrollment agreement tuition and intends to return to the School within one year of their withdrawal, there will be no increases in additional tuition charges to the student.