

Admission Information

General Admissions Requirements

Accelerated Training Institute applications are reviewed individually with two primary questions in mind:

1. Is the prospective student prepared for distance learning?
2. Does the prospective student meet the requirements for acceptance?

ATI does not require industry-specific coursework or training prior to enrollment. Each program is specifically designed for people who want to know more and are willing to put forth a reasonable effort toward their own education and self-improvement. No previous experience in the field is necessary because the program of study begins with the basics and builds on that foundation with each new lesson. Applicants seeking admission must meet the following admission requirements prior to the start of the first course at ATI:

- Application for admission
- Copy of front and back of a valid government-issued photo identification (i.e. driver's license or passport)
- Statement of Eligibility
- Must have access to a computer with an Internet connection for the web-based programs and meet the minimum technology, hardware, and software requirements outlined in the ATI catalog.

If the student's native language is not English, proof of English proficiency. Options to provide such evidence include:

- A high school diploma completed at an accredited/recognized high school where the medium of instruction is English.
- A minimum score of 500 on the paper-based Test of English as a Foreign Language (TOEFL PBT), or 61 on the Internet Based Test (iBT), a 6.0 on the International English Language Test (IELTS), or 44 on the Pearson Test of English Academic Score Report.
- **ATI may also require, at its discretion, that an applicant or student provide a high school transcript, high school diploma, and/or evidence of passing the GED or state certificate awarded.

| Gunsmithing Courses

Applicants seeking to take gunsmithing courses must meet the following additional admission requirements prior to the start of the first course at ATI:

- Applicants must be a U.S. citizen or permanent resident.
- Applicants must be a minimum of 18 years of age as of the program start date.
- Students will need to have access to a firearm to complete assignments in some of the coursework.
- Applicants must be eligible to obtain a Federal Firearms License (see below for additional information).

Due to the nature of the coursework offered, ATI reserves the right to deny enrollment to any individual who is unable to answer "No" to all of the below questions. Additionally, enrollment may be denied if ATI has reasonable cause to believe that an individual's answer(s) to a question below should be "Yes."

1. Are you under indictment in any court for a crime punishable by imprisonment for a term exceeding one year?
2. Have you been convicted in any court of a crime punishable for a term exceeding one year? You must answer "Yes" for any term of more than one year.
3. Are you a fugitive from justice?
4. Are you an unlawful user, or addicted to, marijuana or a depressant, stimulant, or narcotic drug? Please note that according to federal law all marijuana use is considered unlawful. See ATF letter at the following: <https://www.atf.gov/file/60211/download>
5. Have you ever been dishonorably discharged from the armed forces?
6. Are you an illegal alien in the United States?
7. Have you ever renounced your United States citizenship?
8. Are you subject to a court order restraining you from harassing, stalking, or threatening an intimate partner or child of an intimate partner?
9. Have you been convicted of a misdemeanor crime of domestic violence?

| How to Apply

Prospective students may apply at any time during the year, and if accepted, may begin at any time following acceptance.

- Applications can be submitted by contacting a Student Advisor, by phone or email.
- Applicants must complete an online interview before enrollment

Each prospective student's request for admission, supporting documentation and admissions interview are considered by school personnel to determine if the prospective student has the skills, requirements, and competencies to succeed in a distance-education environment in pursuing their education objectives. A prospective student is notified of their acceptance into a course when he/she receives a copy of the executed Enrollment Agreement via either email or paper copy. This Institution offers distance-educational courses where the instruction is not offered in real time. The Institution shall transmit the first lesson and any materials to any student within seven (7) days after the Institution accepts the student for admission.

| Graduation Requirement

A student will be eligible for graduation and receive their Certificate of Theory upon meeting the following conditions:

- Received a "passing grade" within the maximum allowable time on all exams required for their course or courses of study; and
- Cleared all financial obligations.

| Technology Requirements

For students, the following system configuration and software are recommended for optimal performance:

- An internet-capable computer, internet connection and web browser
- An email account on file with the School
- A functioning DVD player (or comparable video player on a computer)
- Optionally, to view the Career Advantage resources (recommended, not required to complete the course):
 - An internet-capable computer, broadband internet connection (G/N type wireless, if using a wireless connection)
 - An email account on file with the School
 - A web browser enabled with JavaScript and Flash HTML5 ready