

PIT INSTRUCTION & TRAINING

School Catalogs
Pit Crew U - Pit Weld U - Volume 6.3
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2026 - 2027



PIT Instruction and Training is an educational institution that offers technical training in two disciplines that relate to the motorsports industry, welding, and pit crew performance. Contained herein are the educational catalogs for both educational programs, Pit Crew U and Pit Weld U.

PIT Instruction & Training
156 Byers Creek Road
Mooresville, NC 28117
Phone: 704-799-3869

www.VisitPIT.com

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INSTITUTION OVERVIEW

MISSION STATEMENT

PIT Instruction & Training delivers hands-on, industry-driven education that equips students with the skills, discipline, and confidence to succeed in motorsports and technical careers, while fostering personal growth and opportunity in an evolving workforce.

INSTUTIONAL HISTORY

Pit Instruction & Training opened in 2002 as a premier Motorsport facility dedicated to training pit crew athletes and providing team-building experiences for corporate groups. Since then, PIT has trained individuals worldwide. Pit Crew U, the educational program focused on pit crew roles, earned state licensing as a North Carolina Proprietary school in 2013. Its graduates now compete at every level of NASCAR, with many winning races and championships. Lean Performance U is the company's corporate training division, which has trained hundreds of companies in pit crew efficiency. In 2016, the company expanded with Pit Weld U, a technical program designed to give pit crew students tangible welding skills to enhance their Motorsport resumes.

Pit Weld U has grown rapidly, now offering welding classes that lead to stackable credentials for multiple industries. Classes include AWS and OSHA certification. Pit Weld U is also an AWS-accredited testing facility and a Fronius dealer for welding equipment, robotics, and gear.

Beginning with a simple, performance-driven approach, we developed Pit Crew U, Lean Performance U, and Pit Weld U. These initiatives are now united by the motto, "We've got U Covered."

PIT INSTRUCTION AND TRAINING (main campus) 704-799-3869

156 Byers Creek Road

Mooresville, NC 28117

PIT WELD U (Welding Lab) 704-799-3869

133 Byers Creek Road

Mooresville, NC 28117

OWNERSHIP STATEMENT

Pit Instruction & Training LLC is a privately owned limited liability company. The institution is owned and operated by Thomas C. DeLoach and Myra R. DeLoach.

ADMINISTRATIVE STAFF

Elizabeth DeLoach 704-230-4191 – Director of Administration

Marie Caballero 704-799-3869 – Administrative Specialist

PIT WELD U SCHOLARSHIPS

Pit Instruction & Training is excited to offer limited scholarships to welding students who have already completed a Pit Weld U introductory class. The vocational scholarships are awarded to students who have completed PWU100 or PWU200 and are looking to continue their welding education at Pit Weld U.

The scholarships can be used toward tuition, materials, and school fees associated with the recipient's chosen welding class at Pit Weld U. Monies from our partners are sent directly to the recipient's school account to apply to expenses.

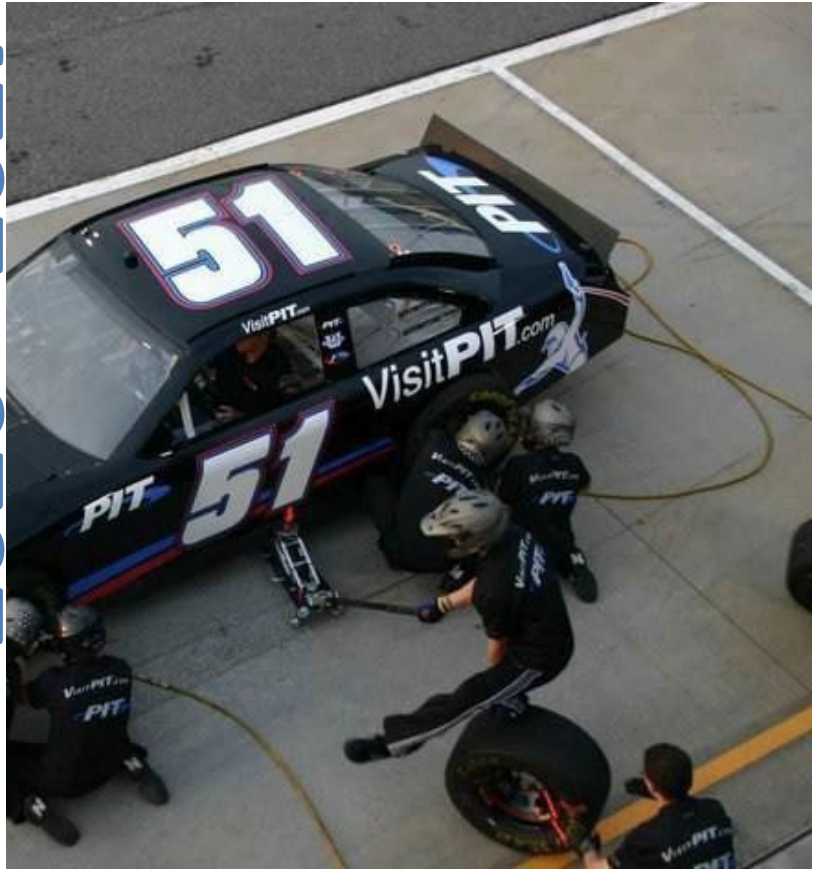
Recipients are selected based on:

Academic Record, Pit Weld U attendance, Leadership, Extracurricular activities in school & or community and Work experience

Pit Crew U

Volume 2.0– Revised 03.30.2026

2026 - 2027



Gain hands-on training in pit crew operations to prepare for entry-level opportunities in motorsports through Pit Crew U. PIT has trained individuals who have gone on to participate in professional motorsports.

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COURSE DESCRIPTION

Pit Crew U. (PCU) is an eight-week class. Each class is assigned an identifying number e.g. PCU 154. The curriculum for each class listed in the “Academic Calendars” below is the same regardless of its number. The PCU curriculum was developed with the input of industry-leading pit crew coaches and coordinators and is taught by former PCU graduates and NASCAR pit crew professionals.

During the eight weeks of class a student learns each pit crew position. Before the class ends, the student focuses on one primary position. Position skills are taught incrementally, to ensure understanding of each skill. By week eight, all primary position’s skills are combined, allowing the student to perform a complete high-speed pit stop on a moving car.

Students are prepared for potential NASCAR pit crew careers with additional class instruction on pit crew terminology, pit area set up and preparation, pit crew tool care and maintenance, and basic race car servicing. A student’s class success is measured on Attendance, Tests/Quizzes, Athletic and Pit Stop Performance.

Successful students earn a Certification of Completion that serves as a pre-requisite for admission to our advanced pit crew course. Or the certificate can be offered to area race teams as proof of training.

ACADEMIC CALENDARS

Class:	Dates	Holiday Closings
2026 Pit Crew U Class Schedule		
Pit Crew U 170	01/05/26 – 02/25/26	
Pit Crew U 171	03/02/26 – 04/22/26	04/06/2026 – Easter Monday
Pit Crew U 172	04/27/26 – 06/22/26	05/25/26 - Memorial Day
Pit Crew U 173	06/29/26 – 08/19/26	07/05/26 – Independence Day
Pit Crew U 174	08/26/26 – 10/19/26	09/07/26 - Labor Day
Pit Crew U 175	10/26/26 – 12/16/26	11/26/26-11/27/26 – Thanksgiving
2027 Pit Crew U Class Schedule		
Pit Crew U 176	01/04/27 – 02/24/27	
Pit Crew U 177	03/01/27 – 04/21/27	04/05/27 – Easter Monday
Pit Crew U 178	04/27/27 – 06/23/27	05/31/27 - Memorial Day
Pit Crew U 179	06/28/27 – 08/18/27	07/02/27 – Independence Day
Pit Crew U 180	08/23/27 – 10/20/27	09/06/27 – Labor Day
Pit Crew U 181	10/25/27 – 12/15/27	11/25/27-11/26/27 –Thanksgiving

BOARD MEMBERS

Thomas C. DeLoach – Managing Partner

Myra DeLoach – Partner

GOVERNANCE STATEMENT

Pit Instruction & Training, LLC operates under the leadership of a Managing Partner and four Directors responsible for institutional oversight, academic delivery, operations, and administrative compliance. The Managing Partner retains final authority over strategic direction, financial management, and regulatory compliance.

FACULTY

Adam Merrell – Director of Motorsports

ENROLLMENT QUALIFICATIONS

The school shall require graduation from a public or private or state registered home high school as a prerequisite to enroll in a certificate or diploma course offered by the school and a minimum age of 16 years. Exceptions to this requirement may be made for students who hold a certificate of high school equivalency or for non-high school graduates who are 18 years of age or older who have taken the TABE (Test of Adult Basic Education), required by the State of North Carolina. A copy of the high school equivalency certificate or test results shall be kept in each student's record. The school shall not permit students of high school age to attend the school during the time that high schools are in regular session, except in individual cases approved by the student's high school principal. Applicants must demonstrate the ability to benefit from the training through prior education, experience, or assessment as determined by the institution.

Students enrolled in Pit Crew U must be physically capable of performing high-intensity activities including lifting tires and equipment, rapid movement, and sustained physical exertion. Training includes athletic performance assessments and requires participation in physically demanding drills. Students must follow all safety protocols and wear required personal protective equipment (PPE) at all times. Failure to meet these requirements or to comply with safety standards may result in denial of admission or dismissal from the program.

The institution regularly collects and reviews student and employer feedback to evaluate program effectiveness and improve training outcomes. The institution tracks program completion and job placement outcomes for all graduates. This data is used to evaluate program effectiveness and is available upon request.

LIMITATIONS FOR EMPLOYMENT

The programs offered by PIT Instruction & Training are designed to prepare students for careers in motorsports and skilled trades. However, employment in these fields may require physical ability, environmental tolerance, and employer-specific qualifications.

Students should be aware that careers in these industries may require:

- Physical strength, endurance, and agility
- Lifting heavy objects and performing repetitive tasks
- Standing for extended periods
- Working in high-noise, high-temperature, or fast-paced environments

In addition, some employers may require background checks, drug testing, or additional certifications as conditions of employment.

PIT Instruction & Training does not guarantee employment.

AMERICANS WITH DISABILITIES ACT (ADA)

PIT Instruction & Training is committed to providing equal access to educational opportunities in accordance with applicable federal and state laws, including the Americans with Disabilities Act (ADA).

Students who require reasonable accommodation should notify the institution prior to enrollment or as soon as a need is identified. The institution will make reasonable efforts to provide appropriate accommodations that do not fundamentally alter the nature of the program or compromise safety standards.

Due to the physical and safety-sensitive nature of PIT programs, all students must be able to meet essential program requirements, with or without reasonable accommodation.

NONDISCRIMINATION STATEMENT

PIT Instruction & Training does not discriminate on the basis of race, color, national origin, sex, age, or disability in admissions, employment, or educational programs.

VISA POLICY

PIT Instruction & Training does not currently enroll non-immigrant students under student visa programs. The institution does not issue documentation for M-1, F-1, or J-1 visa status.

Individuals must be authorized to study in the United States under an appropriate status independent of PIT Instruction & Training in order to enroll.

ENROLLMENT PROCESS

Applicants seeking admission to Pit Instruction & Training must complete an application and submit the required application fee. Enrollment is contingent upon acceptance by the institution and completion of all admissions requirements.

All applicants must meet eligibility requirements as outlined in this catalog, including age, education, and/or ability-to-benefit criteria where applicable.

ENROLLMENT AGREEMENT

All students enrolling at Pit Instruction & Training must execute a written Enrollment Agreement prior to the start of training.

The Enrollment Agreement is a legally binding contract between the student and the institution and includes:

- Program of study and schedule
- Total program cost (tuition, fees, supplies)
- Payment terms and methods
- Cancellation and refund policy
- Student rights and responsibilities

The Enrollment Agreement becomes effective when signed by both the student and an authorized school official.

Students will receive a copy of the signed Enrollment Agreement for their records.

PAYMENT TERMS

Students may pay tuition:

- In full prior to the start of the program, or
- Through an approved payment plan, if available

Application fees are non-refundable after the student starts a class. Failure to meet payment obligations may result in suspension or termination from the program.

Refunds are calculated based on the total program cost and are not reduced based on the amount paid at the time of withdrawal.

CANCELLATIONS and REFUNDS

PIT Instruction & Training ("PIT") maintains a fair and equitable cancellation and refund policy in accordance with applicable North Carolina requirements and ACCET Document 31. When both requirements apply, PIT will compare the applicable refund calculations and provide the student with the refund that is most beneficial to the student.

Cancellation Before the Start of Class / No-Show

A student who cancels enrollment before the scheduled start of class or who does not attend class will receive a 100% refund of all monies paid.

A student may provide notice of cancellation or withdrawal verbally or in writing. PIT does not require written or in-person notification as a condition for receiving an applicable refund.

Applicant Rejection

If PIT rejects an applicant for enrollment or determines that an applicant is ineligible for admission, 100% of all monies paid will be refunded, including the application/registration fee.

Program Cancellation

If PIT cancels a program after a student has enrolled, 100% of all monies paid by the student for that program will be refunded.

Withdrawal or Termination After Training Begins

When a student begins training and subsequently withdraws or is terminated by PIT, the refund will be calculated using the student's Last Date of Attendance (LDA).

PIT will calculate the refund under both the applicable North Carolina refund requirements and ACCET requirements and will provide the student with the calculation that results in the greater refund to the student.

During the first week of classes: Tuition retained by PIT will not exceed 10% of the stated tuition, up to a maximum of \$1,000.

After the first week through 50% of the period of financial obligation: Tuition retained will not exceed the pro-rata portion of tuition for the training completed, plus 10% of the unearned tuition, up to a maximum of \$1,000.

After more than 50% of the period of financial obligation has been completed: PIT may retain the full tuition charged for that period.

Books, Equipment, Supplies, and Other Charges

Books, supplies, equipment, gear, and other materials issued to a student may be non-refundable after the student begins class. Any non-refundable charges will be clearly identified and itemized in the catalog and Enrollment Agreement.

Non-refundable charges will be limited to materials actually distributed to the student and attributable to the portion of the program attended.

Refund Calculation and Payment

PIT will complete and document a refund calculation for each student who cancels, withdraws, is terminated, or otherwise becomes eligible for a refund. The documentation will include, as applicable:

- Program start date
- Last Date of Attendance (LDA)
- Date of Determination (DOD)
- Charges assessed to the student
- Total amount paid
- Percentage of the program or applicable period of financial obligation completed
- Amount earned by PIT

- Amount of any non-refundable charges
- Refund due to the student

For an enrolled student, the Date of Determination (DOD) is the date the student provides verbal or written notice of withdrawal or the date PIT terminates or administratively withdraws the student under an applicable institutional policy.

PIT will issue refunds within 30 calendar days of the documented DOD. If a student provides advance notice of withdrawal and the student's LDA occurs later, the refund will be issued within 30 calendar days of the LDA.

Tuition and Refund Schedules

The following PIT refund schedules apply to students who begin training and subsequently withdraw or are terminated.

The applicable PIT refund schedule will be compared with the refund required under ACCET Document 31. When the calculations produce different refund amounts, PIT will issue the calculation that provides the greater refund to the student. Refunds are issued to the individual or entity who made the original payment.

PIT CREW U REFUND POLICY (8-WEEK PROGRAM)

Before start of class: 100% refund

Prior to the start of class 2: 100% refund (minus cost of equipment, gear and/or \$200 application fee)

After class 2 and before class 5: 80% refund

After class 5 and before class 7: 60% refund

After class 7 and before class 9: 50% refund

After class 9: 0% refund

STUDENT PROTECTION FUND

This institution participates in the North Carolina Student Protection Fund, which may provide limited reimbursement to students in the event of school closure.

STUDENT ACKNOWLEDGMENTS

Prior to enrollment, students must:

- Receive and review the school catalog
- Sign the Enrollment Agreement
- Acknowledge understanding of institutional policies
- Receive a copy of the signed Enrollment Agreement

PIT CREW U FEES

Persons enrolling in the Pit Crew U program are required to submit a completed application along with an Application Fee due at the time of application. In addition, a Program Fee to cover all associated costs of the program is due prior to the start date of the scheduled program. There is also an optional

PCU Payment Plan* that may be selected.

- Nonrefundable \$200 Application Fee + Tuition deposit \$500.00 due at application
- Pit Crew U Program Fee \$2,050.00 due prior to start date
- *Pit Crew U Payment Plan \$1,000.00 due prior to start date

PIT CREW U PAYMENT PLAN TERMS

When the PCU Payment Plan is selected, the total cost for Pit Crew U is \$2,725.00.

A \$1,500.00 dollar deposit (including the application fee) is required *on or before the first night of class*.

Seven (7) payments of \$175.00 per week are due every Monday before the start of class.

Failure to pay tuition may result in dismissal.

GRANTING CREDIT, GRIEVANCE & REINSTATEMENT

Granting Credit

Transfer of Credit and Advanced Placement

PIT Instruction & Training may award transfer credit or grant advanced placement when a student's prior education demonstrates competency comparable and applicable to PIT coursework. Students requesting consideration must submit an official transcript from an institution accredited by an agency recognized by the U.S. Department of Education or CHEA. PIT may also request course descriptions, syllabi, or other supporting documentation. Coursework must generally have been completed within five years of enrollment, and a grade of 70% or higher is required. Decisions are made individually based on the quality, relevance, content, scope, and level of the prior coursework.

Advanced placement allows a student to enter an upper-level course or have a prerequisite waived but does not, by itself, constitute transfer credit. Prospective Pit Weld U students may also demonstrate competency through a PIT Welding Skills Assessment. The assessment fee is **\$250** and, if the student passes and enrolls in the applicable course, the fee may be applied toward tuition.

When PIT awards **actual transfer credit** that satisfies a required portion of a program, tuition and applicable fees will be reduced on a pro-rated basis as required by ACCET. Advanced placement or prerequisite waiver without the award of transfer credit does not reduce the tuition for the course in which the student enrolls.

Students may appeal transfer-credit or placement decisions in writing to the Director of Administration. Credits or coursework earned at PIT may not be transferable to another institution; acceptance is determined solely by the receiving institution. PIT will provide available transcripts, course descriptions, syllabi, or course outlines to assist students seeking transfer.

Credits earned at PIT Instruction & Training may not be transferable to another institution. Acceptance of transfer credit is at the discretion of the receiving institution.

Grievance

Direct any student grievance to your course instructor. If a matter remains unsolved submit a written complaint including complaint and desired outcome to Elizabeth DeLoach, Director of Administration, Pit Instruction & Training. After a student has exhausted Pit Crew U's grievance procedures, if a matter remains unresolved, a formal complaint may be filed with the online Student Complaint Portal. Students may file complaints with the North Carolina State Board of Community Colleges, Proprietary Schools Division, if a complaint cannot be resolved through the institution's grievance process. The Portal is hosted by the Licensure Division of the University of North Carolina System Office. The Portal can be found online at: <https://studentcomplaints.northcarolina.edu>.

Complaint Contact Information

North Carolina State Board of Community Colleges

Proprietary Schools Division

200 West Jones Street

Raleigh, NC 27603

Veterans and other eligible people may report a grievance against the school to the NCSAA and VA. Veterans and other eligible people may report a grievance against the school to the NCSAA and VA.

Filing a complaint while using VA benefits

To file a complaint while using VA benefits, you should use the GI Bill® Feedback Tool on the VA.gov website.

For issues with the college's internal processes, first follow the college's own complaint or grievance procedure, as the VA requires you to attempt to resolve the issue at the local level first.

After filing through the VA's feedback tool, the VA will investigate and may refer the complaint to the appropriate state or federal agency.

Step 1: Try to resolve the issue with the college first

- Contact the appropriate office or department at the college to begin their internal complaint process. Familiarize yourself with the college's specific student complaint or grievance procedures and follow them.
- Important: Be aware that the VA requires you to show you have attempted to resolve the issue with the college before the VA will take further action.

Step 2: File a complaint with the VA

- Go to the VA.gov website and use the GI Bill® Feedback Tool to file your complaint electronically.
- The VA can review various complaints, including those about recruiting practices, quality of education, financial issues (tuition/fees, refunds), accreditation, and changes in degree plans.
- Provide a detailed description of your complaint, including dates, names, and what steps you have already taken to resolve it with the school.
- Include all relevant documentation to support your complaint.

Step 3: Follow up on your complaint

- The VA will review your complaint and may forward it to the school for a response.
- You will receive copies of all correspondence between the VA and the school.
- The VA will notify you of the complaint's outcome and will work to resolve the dispute.
- The VA may refer the complaint to another state agency, such as the North Carolina Community College System or the North Carolina Department of Justice, depending on the nature of the issue.

Reinstatement

Following a student's release or return from military service Pit Weld U is committed to providing the basic services and support as set forth in the Higher Education Opportunity Act. A student is entitled to reinstatement to Pit Crew U in the next open calendar class without having to re-qualify for admission if the student returns after a cumulative absence of not more than five years, and the student provides notice of intent to return to the institution not later than three years after completing the service period. A student who is admitted to Pit Crew U may be allowed to defer enrollment to the program due to military service to the next open calendar class.

Filing a complaint with ACCET

This institution is seeking accreditation with the Accrediting Council for Continuing Education & Training (ACCET). To this end, the institution has applied for accreditation and will subsequently submit a self-study and have an on-site team visit to determine whether it meets ACCET's Standards for Accreditation. It is the mutual goal of ACCET and the institution to ensure that quality educational training programs are provided.

Note that ACCET will process complaints that involve ACCET standards and policies and, therefore, are within the scope of the accrediting agency. If a student has used the institution's formal student complaint procedure, and the issue has not been resolved, the student has the right and is encouraged to submit a complaint to ACCET in writing via the online form on the ACCET website (<https://accet.org/about-us/contact-us>). The online form will require the following information:

1. Name and location of the ACCET institution
2. A detailed description of the alleged problem(s)
3. The approximate date(s) that the problem(s) occurred
4. The names and titles/positions of all persons involved in the problem(s), including faculty, staff, and/or other students

5. What was previously done to resolve the complaint, along with evidence demonstrating that the institution's complaint procedure was followed prior to contacting ACCET
6. The name, email address, telephone number, and mailing address of the complainant. If the complainant specifically requests that anonymity be maintained, ACCET will not reveal his or her name to the institution involved
7. The status of the complainant with the institution (e.g., current student, former student) Please include copies of any relevant supporting documentation (e.g., student's enrollment agreement, syllabus or course outline, correspondence between the student and the institution). Note: Complainants will receive an acknowledgment of receipt within 15 business days.

CODE OF CONDUCT

Pit Instruction & Training reserves the right to impose a variety of disciplinary actions, including permanent termination from school, on any student whose behavior—on or off campus—violates the Code of Conduct outlined in this Catalog. To clarify, school administrators will determine in their sole discretion if the Code of Conduct has been violated. Disciplinary action may be taken under this Code of Conduct regardless of whether that conduct also involves an alleged or proven violation of law. Specific instances of misconduct include, but are not limited to the following:

Safety

Students must wear required personal protective equipment (PPE) at all times in designated training areas. Failure to comply may result in immediate dismissal.

Drug and Alcohol Policy

PIT Instruction & Training maintains a drug-free and alcohol-free learning environment. The use, possession, or distribution of drugs, drug paraphernalia, or alcohol on campus or during school-related activities is strictly prohibited. Students may be subject to random or for-cause drug testing as a condition of enrollment. Violation of this policy may result in disciplinary action, up to and including termination from the program. Students are encouraged to seek assistance for substance abuse issues. Information regarding local counseling and support services is available upon request.

Guns and Weapons

Possession of guns or weapons on campus (in parking lots, vehicles, etc.) is not permitted. Any knife with a blade longer than 2 inches is considered a weapon and not permitted on campus.

Illegal Actions

Any action in violation of federal, state, or local laws on or off campus is not tolerated.

Disruptive Behavior

No type of disruptive behavior is tolerated. Disruptive behavior includes, but is not limited to, obscene language, profanity, derogatory comments, racial or sexist remarks, sleeping in class, or leaving the classroom or shop area without permission.

Fighting

Bullying, harassment, fighting, manufacturer bashing, threats, or other acts of violence between students or directed toward Pit Instruction & Training staff is not tolerated on or off campus.

Vandalism

Vandalism of School or personal property of students or staff on or off campus is not tolerated.

Theft

Stealing or possessing stolen property on or off campus is not tolerated.

Possession of Stolen Property

Possessing property known to be stolen that may be identified as property of Pit Instruction & Training or any other person or business is not tolerated.

Destruction of Property

Destruction of School or personal property of students or staff on or off campus is not tolerated.

Civil Disturbance

Any conduct that involves disturbing the peace of the School and/or the local community is not tolerated. Disturbing peace under such circumstances can be defined as, but is not limited to, disorderly conduct and failure to comply with the directives of law enforcement or Institute officials. This includes loud exhaust and stereos.

The institution reserves the right to terminate students for:

- Unsafe behavior
- Violation of safety protocols
- Substance abuse
- Disruptive or unprofessional conduct

Termination decisions are documented and communicated in writing.

COPYRIGHT INFRINGEMENT POLICY

PIT Instruction & Training prohibits the unauthorized use, reproduction, or distribution of copyrighted materials, including but not limited to instructional content, software, and media.

Students who engage in copyright infringement may be subject to disciplinary action, up to and including termination from the program. Violations may also result in civil and/or criminal penalties under applicable law.

TRANSCRIPTS

Students have the right to review their records upon request. Records are maintained securely and retained in accordance with regulatory requirements. Pit Instruction & Training maintains a full record of all course attempts for each student. Only the student's successfully completed courses will appear on the official transcript. However, all attempts will be reflected in the student course listing. Within two

weeks of graduation, each student will receive two copies of his or her official transcript. Additional certified copies may be obtained anytime thereafter for a nominal charge by contacting the school. Unofficial transcripts are available free of charge. The school reserves the right to not issue or award graduation documents and transcripts to a student until all financial obligations to the school have been satisfied.

JOB COMPETENCIES – There are 5 key job competencies that are required to perform a Motorsports pit-stop. These 5 jobs are as follows:

- a. Front Changer – travel to the right, get in position, 5 off, pull tire, 5 on, travel to the left, 5 off, pull tire, 5 on.
- b. Carrier – travel to the right with 2 tires, drop off the right front tire, go to right rear and index new tire, take old right rear along with getting the old right front tire, and take back to wall, get new left side tire, index tire, clean grill.
- c. Jack man – travel to the right, peg pump, index right front tire, drop jack on right, travel to the left, peg pump and bump, index left rear tire, drop car.
- d. Fueller – fuels car, control left rear tire.
- e. Rear changer – travel to the right, 5 off, pull tire, 5 on, travel to the left, 5 off, pull tire, 5 on.

Catalog Description: Students enrolled at Pit Crew U, participating in Pit Crew Fundamentals, will experience a comprehensive course over 8 weeks that will provide them with the necessary knowledge and skills needed to seek employment as a Motorsports pit-crew athlete. The subject areas include Motorsports pit-stop rules, pit-stop choreography, front changer, carrier, jack man, fueller, and rear changer. These aforementioned subject areas are also job titles. Sources of employment range greatly among all divisions of racing that require pit-stops.

STUDENT RECORDS AND PRIVACY (FERPA)

PIT Instruction & Training maintains student records in accordance with the Family Educational Rights and Privacy Act (FERPA). Students have the right to review their educational records upon request.

The institution will not release personally identifiable information from student records without written consent from the student, except as permitted or required by law. Requests to review records must be submitted to the administration office.

ADVERSE WEATHER POLICY

Students will be notified of any school closing by 2:00pm on the day of class.

GRADING AND CERTIFICATE OF COMPLETION

Students who meet attendance, classroom, and physical assessment class requirement will receive a Certificate of Completion

COURSE GRADING SCALE

Pit Crew U will be graded on four (4) standards, all graded on a ten-point scale:

- A - 100-90
- B - 89-80
- C - 79-70
- D - 69-60
- F - 59 or >

- Attendance
- Classroom Tests/Quizzes
- Athletic Performance
- Pit Stop Performance

CLASSROOM TESTS/ QUIZZES

There will be in class tests and quizzes, which will allow the instructors to evaluate the pit crew student's course knowledge as the class continues to add new objectives to the outside performance. This grade will come from a cumulative average at the end of the course. These tests and quizzes will be distributed at the beginning of class, following classes where new course material has been learned. Instructors will never give a test or a quiz within the same class or day that new material has been taught.

This allows forty- eight (48) and up to one hundred and twenty (120) hours to prepare for upcoming evaluations.

ATHLETIC PERFORMANCE

At the beginning of every Pit Crew U course, pit crew students will undergo an extensive fitness test on the second (2nd) night of class. During the eight (8) week course, pit crew students will spend the majority of their time in an active role around the car and learning proper technique not only with position specific objectives, but athlete objectives. The students will be advised on dynamic mobility, speed, and agility, closed kinetic movements with body weight, conditioning, and proper athlete nutrition. Within the active roles around the car, the student will participate in a large volume of sports specific resistance training that will better prepare them for their job on the car and for their end of course fitness testing, which will establish their grade within this domain. At the end of the eight (8) weeks the student will be re-evaluated and graded on their athletic performance within these fitness tests.

ATTENDANCE

It is essential in the pursuit of a successful education that absenteeism is kept to an absolute minimum. Therefore, all absences, tardies and early leaves will be recorded, regardless of the reason. There are no excused absences from scheduled class days (except for campus closures for weather or emergency-oriented issues), tardies or early leaves. Due to the nature of our classes, we do not grant any leave of absence, excused absences, or make-up work. If you are absent from class for more than three days, or 20% of the program, during your eight-week program, you will be disqualified to continue your current class and will be allowed to re-enroll in the program during the next twelve months at no additional cost. Arriving to class at least 15 minutes late results in one tardy. In the event of tardiness, two tardies will equal one full day absence. Attendance is monitored daily and documented. Failure to meet minimum attendance requirements may result in probation or termination.

LEAVE OF ABSENCE POLICY

PIT Instruction & Training does not offer formal leaves of absence due to the short-term nature of its programs.

Students who are unable to continue training will be withdrawn and may re-enroll in a future course in accordance with institutional policies. The date of withdrawal will be used to determine any applicable refunds.

The individual fitness test will be graded individually as follows and will cumulatively add up for an either "Pass" (A=100 points) or "Fail" (F=0 points). The tests and individual grading are as follows:

Athletic Performance Pass/Fail Grading Scale

Pass = 32-17 Points Fail = 16 or < Points

32 Possible Points

Improvement = 2 points

Maintained = 1 point

Decreased Performance = -1

Indoor Athlete Testing

Push Up (AMAP continuously)

Vertical Jump (best of 3)

Long Jump (best of 3)

Sit Reach (best of 3)

Jump Rope (30 sec. – best of 2)

Chest Press

Leg Press

Outdoor Athlete Testing

Lug Nut Color Reaction (best of 2)

Changer Travel Test (Front – best of 2)

Changer Travel Test (Rear – best of 2)

Jack Man Travel Test (best of 2)

Medicine Ball Carrier Tire Shuttle (best of 2)

15 yd. Sled Pull (total time)

Lug Nut Shuttle (best of 2)

Pro Shuttle [5-10-5] (best of 2)

300 Shuttle

Pit Stop Performance

Pit Crew U students will be graded by their performance over the wall on their last classes live stops. The over the wall performance will be graded by a front only and a rear only pit stop per pit crew student per night of live stops. The pit stop will include one (1) jack person, one (1) changer, and one (1) carrier. The pit stop test will be isolated to a front and rear only pit stop format to prevent the other portion of the pit stop from slowing down the result. If for some reason, the students in that current Pit Crew U course do not have the performance needed to supply their own team mates the goal of the stop, then experienced pit crew will be assigned to the student(s) pit stop test to attain the foundation that will be needed for the student to excel.

Pit Stop Performance Grading Scale

A =100

B = 89

C = 79

D = 69

F = 59

Pass / Fail Standards

If a combined average of these domain's results in a "C" average or better along with good standing on attendance in the Pit Crew U course, then the student will pass the course.

If a combined average of these domain's results in a "D" average or worse along with good standing on attendance in the Pit Crew U course, then the student will fail the course with the possibility of one (1) free recycle if the grade attained was at least a "D". A score of an "F" will result in no free recycle.

17 seconds or >	(passing score)
17.01 - 20 seconds	(passing score)
20.01 - 23 seconds	(passing score, with possible recycle)
23.01 - 26 seconds	(failing score, with possible recycle)
26.01 seconds or <	(failing score, no recycle)

SATISFACTORY ACADEMIC PROGRESS (SAP)

Students are required to maintain Satisfactory Academic Progress (SAP) in order to successfully complete their program.

SAP is evaluated at the midpoint (50%) and at the end of the program and includes the following components:

Academic Performance

Students must maintain a minimum cumulative average of 70% (C or better).

Attendance / Pace of Progress

Students must maintain satisfactory attendance and complete the program within the scheduled timeframe.

SAP STATUS

Satisfactory

Students meeting both academic and attendance requirements are considered to be making satisfactory progress.

Warning

Students who fail to meet SAP requirements at an evaluation point may be placed on SAP Warning for the next evaluation period. Students may continue in the program during this period.

Probation

Students who do not meet SAP requirements at the end of the warning period may be placed on SAP Probation. Continued enrollment during probation is at the discretion of the institution and may require an academic improvement plan.

Dismissal

Students who fail to meet SAP requirements after a probationary period may be dismissed from the program.

APPEAL AND RE-ENTRY

Students who are dismissed for failure to maintain SAP may submit a written appeal to the institution, including an explanation of the circumstances and supporting documentation.

If the appeal is approved, the student may be reinstated on probation status with specific conditions for continued enrollment.

Students who are dismissed and do not appeal or whose appeal is denied may re-enroll in a future program in accordance with institutional policies.

RECYCLE POLICY

The recycle option is not a guarantee to any Pit Crew U student.

The recycle will be utilized at the discretion of the Director of Motorsports. If the student misses more than the allotted absences, due to family, medical, or any other major life event, that the General Manager and Director of Motorsports is made aware of then the one (1) free recycle may be utilized.

If the student fails the course due to the grade average, and that average was above an F, then the recycle option could be offered, if the student is on good standings with the instructors and showed constant improvement throughout the course but was unable to receive a passing score.

In either of the above, the student will be advised to recycle with a new upcoming Pit Crew U class at no charge for the first reattempt of the course as long as the course is retaken within one (1) year from the drop date.

If the student fails to complete the Pit Crew U course on the second attempt, then the instructors will advise the student to pursue other options for furthering their education within the pit crew industry.

If the student fails to retake the Pit Crew U course within one (1) year from the drop date, then the student will be responsible for paying the full PCU tuition in full, before their second attempt.

COURSE OF STUDY & CLOCK HOURS

Class Hours Required to Qualify for Certification = 48 Total Hours (8 weeks)

- Motorsports Rules & Regulations – 3 hours
- Pit Stop Choreography – 18 hours
- Pit Crew Selection – 3 hours
- Sponsor Expectations – 1 hour
- Nutrition / Fitness / Conditioning - 17 hours
- Selection and Care of Equipment – 4 hours
- Resume Preparation – 1 hour
- Accounting and Tax Preparation – 1 hour
- 16 lecture hours
- 32 lab hours
- Faculty to student ratio: 1:20

PCU - 8 WEEK SCHEDULE

Sunday	Monday	Tues .	Wednesday	Thursday	Fri.	Sat .
Week 1	Orientation		Fitness Testing			
Week 2	Classroom - Choreography		Indexing 12 o'clock Introduce taps +Pegs			
Week 3	Indexing 11 +1's Pulls Taps +Peg (pump)		Taps + Button Switch Peg, Pump, Pull (Travel to LS) Tap Drills			
Week 4	Travel to RS Jack Travel to LS + RS; Air Introduced to changers		Travel to LS			
Week 5	Jack man; Air Continued with Changers		Exchanges with Air Added for Whole PCU Team			
Week 6	Springer Set Exchanges		Prep Night			
Week 7	Drive-In's + Live Stops		Live Stops			
Week 8	Live Stops		Last Night of Live Stops	Exit Interviews (Director of Motorsports & Coaches)		

CLASS MATERIALS NEEDED

- Pit Crew U T-shirt (will be provided)

- Pit Instruction & Training ball cap
- Black pants

- Cross Trainer or Basketball type shoes
- Gloves
- Safety Glasses
- Kneepads
- Ear Plugs (will be provided)
- Helmet

CERTIFICATION AND LICENSURE DISCLOSURE

PIT Instruction & Training programs are designed to prepare students for employment in motorsports and skilled trades industries. Certain programs include preparation for industry-recognized certifications. Unless otherwise stated, certification or licensure is not required for completion of the program but may be required by employers.

There are no state or federal licensing requirements associated with employment as a motorsports pit crew member. The Pit Crew U program provides students with a Certificate of Completion upon successful graduation. This certificate verifies training and may be used to demonstrate qualifications to prospective employers.

PLACEMENT ASSISTANCE

PIT Instruction & Training provides limited placement assistance to support students in pursuing employment opportunities within the motorsports and skilled trades industries.

Placement assistance may include:

- Guidance on resume development and interview preparation
- Instruction on professional conduct and workplace expectations
- Networking opportunities with industry professionals and employers
- Informational support regarding job openings and career pathways

While the institution makes reasonable efforts to assist students in securing employment, PIT Instruction & Training does not guarantee employment or job placement.

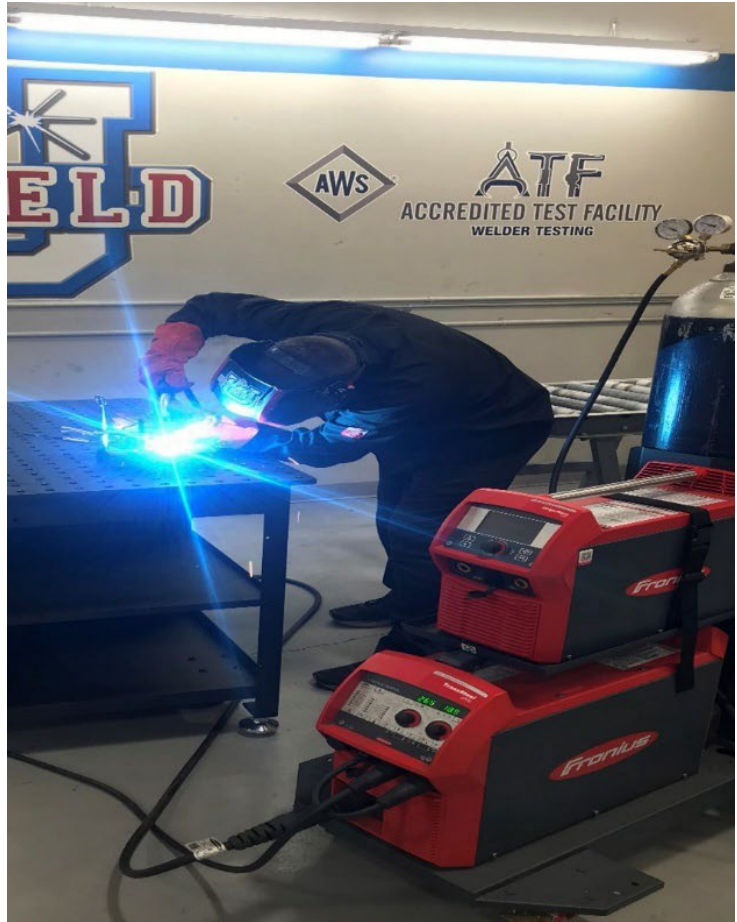
Students are responsible for their own job search and for meeting any employment requirements established by prospective employers.

Pit Weld U – 100
 Pit Weld U – 150
 Pit Weld U – 200
 Pit Weld U – 300
 Pit Weld U – 400/450
 Pit Weld U – 500
 Pit Weld U – 600

School Catalog

Volume 9.0 – Revised 2026.01.19

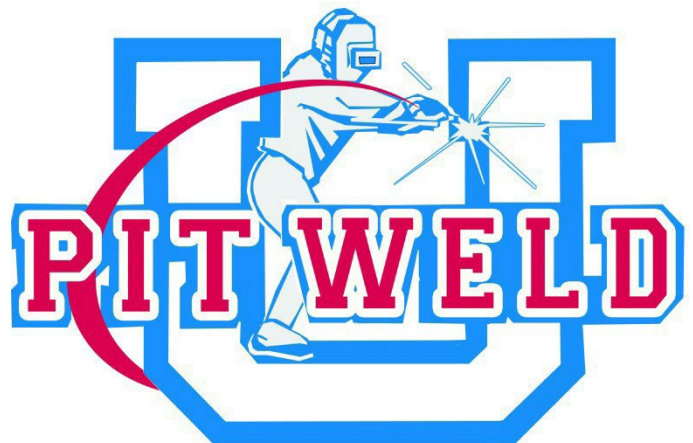
2026 - 2027



Pit Weld U programs are designed to prepare students for careers in welding. Training is designed to develop skills used in industries such as construction, fabrication, and pipeline work. This program provides training intended to help prepare students for potential opportunities in the field.

**PIT Instruction & Training, LLC 156 Byers Creek Road
Mooresville, NC 28117**

**Phone: 704-799-3869
www.VisitPIT.com**



Pit Instruction and Training is an Accredited Testing Facility for the:



INTRODUCTION – STACKABLE CREDENTIAL PROGRAM

Pit Weld U – 100, 176 clock hours, 16 weeks, 11 clock hours per week (predominately lab) Provides the training necessary for students to learn the skills required to be proficient in welding safety, metal cutting, gas metal arc welding (GMAW) and gas tungsten arc welding (GTAW) welding disciplines. This makes for well-rounded graduates who are not only capable of producing quality cuts and welds on various types of metals, but who can also understand welding drawings and symbols as well as workplace requirements such as basic equipment maintenance, presentation, and professionalism. Tuition includes an AWS Certified Welder Test (D1.3 code, multiple position 10ga mild steel test; student choice for GMAW or GTAW), OSHA-10 Certification and AWS Student Membership. AWS Certification test preparation and testing take place during the final week of class.

Pit Weld U – 150, 110 clock hours, 10 weeks, 11 clock hours per week (predominately lab) introduces the student to safety, proper set up and operation to be used with the gas metal arc welding process (MIG); flux core arc welding (FCAW); and proper set up of vertical band saw and horizontal band saw cutting systems. This course also covers the safety and operation of OXY Fuel cutting equipment. Topics include safety, equipment set up, light repair and operation of equipment. Upon completion, the student should be able to properly use the equipment to make industry acceptable welds, flat plate, round, and box tubing made of mild carbon steel; set up and use equipment to make industry-acceptable welds on various materials of various configurations; and set up and properly assemble weldments in accordance with AWS D1.1 Structural Code-Steel. AWS Certification test preparation and testing take place during the final week of class.

Pit Weld U-200, 16 weeks, 176 clock hours, 11 clock hours per week (predominately lab) introduces students to safety, proper set up and operation of equipment to be used with the shielded metal arc welding process (SMAW); And proper set up and operation of oxy-acetylene, plasma-arc, vertical band saw and drop-down band saw cutting systems as well as belt sander and electric grinders. Topics include safety, equipment setup, basic maintenance, light repair, and operation of equipment as well as basic blueprint interpretation. Upon completion, the student should be able to properly use the equipment to make industry-acceptable welds on carbon steel plate; set up and use equipment to make industry-acceptable welds on various materials and configurations; and set up and properly operate various types of cutting systems. Tuition includes an AWS Certified Welder Test (D1.1 code, single position 3/8" or 1" carbon steel plate test; student choice for plate thickness and test position), OSHA-10 Certification and AWS Student Membership. AWS Certification test preparation and testing take place during the final week of class.

Pit Weld U – 300, 110 clock hours, 10 weeks, 11 clock hours per week (predominately lab) is a fabrication class focused on educating students on various types of equipment commonly used in metal working shops. Course content introduces students to general metal fabrication techniques and safety and proper setup and operation of a sheet metal brake, tubing bender, bead roller, shrinker stretcher and more. Students will utilize the MIG and TIG welding processes, plasma arc and vertical and horizontal band saw cutting systems covered in the Pit Weld U – 100 curricula. Pit Weld U – 100 is a pre-requisite for this course, however applicants may test-out of the Pit Weld U-100 course via successful completion of a proficiency test.

Pit Weld U – 400/450, 176 clock hours, 16 weeks, 11 clock hours per week (predominately lab) courses focus on welding techniques that apply to pipe applications. Topics include pipe fit up, beveling, weld positions, joint geometry, and preparation with emphasis placed on bead application, profile, and discontinuities. Upon completion, students should be able to perform welds using the SMAW and GTAW process to applicable codes on carbon steel pipe with prescribed electrodes in various positions. Students will also utilize oxy-acetylene torch and horizontal band saw cutting systems covered in the PWU-200 curricula. PWU-200 and PWU-500 (print reading) are pre-requisites for this course, however applicants with prior experience or education may test out of that course via successful completion of a proficiency test. The 16-week course is limited to twelve (12) students and takes place on Tuesday and Thursday evenings from 5pm - 10:30pm. Tuition includes an AWS Certified Welder Test (D1.1 code, single position 2" or 6" Sch. 80 carbon steel pipe test; student choice for pipe diameter and test position). AWS Certification test preparation and testing take place during the final week of class.

Pit Weld U – 500, 66 clock hours, 6 weeks, 11 clock hours per week introduces the basic symbols and specifications used in welding. Emphasis is placed on interpretation of lines, notes, welding symbols, and specifications. Upon completion, students should be able to read and interpret symbols and specifications commonly used in welding. PWU-500 is a required course for incoming students and may be taken before or concurrently with PWU-100 and PWU-200 and must be completed before taking advanced courses.

Pit Weld U – 600, 176 clock hours, 16 weeks, 11 clock hours per week (predominately lab)

provides students with a comprehensive overview of the tasks and responsibilities required for a robotic welding technician. Working hands on with PIT's own Fanuc CRX 10iA Cobot, Paired with Fronius TSP technology, students will learn robotic and welding safety, proper equipment usage and care, robotic programming with manual handling clever torch and legacy pendant controls. Students will be asked to create various weld programs, using industry standard procedures with a variety of material positions and joints to prepare students for job placement in an automated fabrication and manufacturing setting. Topics will also include automated waveforms for Gas Metal Arc Welding (GMAW) including, Pulse, Weaves, Synergic and patented Fronius CMT technology. PWU-100 and 500 are pre-requisites for taking this course, and students must have received a passing grade in both to be admitted. FANUC Certification test preparation and testing take place during the final week of class.

ACADEMIC CALENDAR

<u>2026 Pit Weld U Schedule</u>				
<u>Course</u>	<u>Start</u>	<u>End</u>	<u>Designation</u>	<u>School Holidays</u>
PWU-100	1/5/26	4/22/26	M/W Night	April 6 (Easter Monday)
PWU-150; PWU-500	3/2/26	4/22/26	M/W Night	April 6 (Easter Monday)
PWU-200; PWU-400/450	1/5/26	4/23/26	Tu/Th Night	None
PWU-300	1/5/26	2/25/26	M/W Night	April 6 (Easter Monday)
PWU-100; PWU-600	4/27/26	8/19/26	M/W Night	May 25 (Memorial Day)
PWU-300	4/27/26	6/17/26	M/W Night	May 25 (Memorial Day)
PWU-150; PWU-500	6/22/26	8/19/26	M/W Night	None
PWU-200; PWU-400/450	4/27/26	8/20/26	Tu/Th Night	None
PWU-100; PWU-600	8/24/26	12/17/26	M/W Night	Sept. 7 (Labor Day), Nov. 25 (Thanksgiving)
PWU-200; PWU-400/450	8/24/26	12/17/26	Tu/Th Night	November 26 (Thanksgiving)
PWU-500	8/24/26	10/1/26	Tu/Th Night	None
PWU-150	10/6/26	12/17/26	Tu/Th Night	November 26 (Thanksgiving)

<u>2027 Pit Weld U Schedule</u>				
<u>Course</u>	<u>Start</u>	<u>End</u>	<u>Designation</u>	<u>School Holidays</u>
PWU-100; PWU-600	1/4/27	4/22/27	M/W Night	March 29 (Easter Monday)
PWU-200; PWU-400/450	1/4/27	4/22/27	Tu/Th Night	None
PWU-500	1/4/27	2/11/27	Tu/Th Night	None
PWU-300	2/16/27	4/22/27	Tu/Th Night	None
PWU-100; PWU-600	4/26/27	8/12/27	M/W Night	May 31 (Memorial Day)
PWU-200; PWU-400/450	4/26/27	8/12/27	Tu/Th Night	None
PWU-500	4/26/27	6/3/27	Tu/Th Night	None
PWU-150	6/8/27	8/12/27	Tu/Th Night	None
PWU-100; PWU-600	8/23/27	12/16/27	M/W Night	Sept. 6 (Labor Day), Nov. 24 (Thanksgiving)
PWU-200; PWU-400/450	8/23/27	12/16/27	Tu/Th Night	November 25 (Thanksgiving)
PWU-500	8/23/27	9/30/27	Tu/Th Night	None
PWU-300	10/5/27	12/16/27	Tu/Th Night	November 25 (Thanksgiving)

BOARDMEMBERS

Thomas C. DeLoach, Jr. – Managing Member

Myra R. DeLoach – Partner

GOVERNANCE STATEMENT

Pit Instruction & Training, LLC operates under the leadership of a Managing Partner and four Directors responsible for institutional oversight, academic delivery, operations, and administrative compliance. The Managing Partner retains final authority over strategic direction, financial management, and regulatory compliance.

FACULTY

Trent W.P. Schanen T 704-230-4361 – Director of Event Logistics & Welding School

William E. Evans T 704-799-2880 – Certified Welding Inspector and Welding Instructor

Rick H. Swing T 704-230-4115 – Certified Welding Inspector, Welding Instructor, OSHA Authorized Trainer

Paige Hoose T 704-230-4107 – Welding Automation Specialist and Welding Instructor

John M. Lott – Welding Instructor

Dwayne Troutman – Welding Instructor

ENROLLMENT QUALIFICATIONS

The school shall require graduation from a public or private or state registered home high school as a prerequisite to enroll in a certificate or diploma course offered by the school and a minimum age of 16 years. Exceptions to this requirement may be made for students who hold a certificate of high school equivalency or for non-high school graduates who are 18 years of age or older who have taken the TABE (Test of Adult Basic Education), required by the State of North Carolina. A copy of the high school equivalency certificate or test results shall be kept in each student's record. The school shall not permit students if high school age to attend the school during the time that high schools are in regular session, except in individual cases approved by the student's high school principal. Applicants must demonstrate the ability to benefit from the training through prior education, experience, or assessment as determined by the institution.

Students enrolled in Pit Weld U programs must be able to safely operate welding and fabrication equipment and perform tasks that require standing for extended periods, lifting materials, and working in an active shop environment. Students are required to wear appropriate PPE and adhere to all safety procedures. Certain courses require fine motor skills, visual acuity, and the ability to work with heat-producing equipment. Failure to meet these requirements or to comply with safety standards may result in denial of admission or dismissal from the program.

The institution regularly collects and reviews student and employer feedback to evaluate program effectiveness and improve training outcomes. The institution tracks program completion and job placement outcomes for all graduates. This data is used to evaluate program effectiveness and is available upon request.

LIMITATIONS FOR EMPLOYMENT

The programs offered by PIT Instruction & Training are designed to prepare students for careers in motorsports and skilled trades. However, employment in these fields may require physical ability, environmental tolerance, and employer-specific qualifications.

Students should be aware that careers in these industries may require:

- Physical strength, endurance, and agility
- Lifting heavy objects and performing repetitive tasks
- Standing for extended periods
- Working in high-noise, high-temperature, or fast-paced environments

In addition, some employers may require background checks, drug testing, or additional certifications as

conditions of employment.

PIT Instruction & Training does not guarantee employment.

AMERICANS WITH DISABILITIES ACT (ADA)

PIT Instruction & Training is committed to providing equal access to educational opportunities in accordance with applicable federal and state laws, including the Americans with Disabilities Act (ADA). Students who require reasonable accommodation should notify the institution prior to enrollment or as soon as a need is identified. The institution will make reasonable efforts to provide appropriate accommodations that do not fundamentally alter the nature of the program or compromise safety standards. Due to the physical and safety-sensitive nature of PIT programs, all students must be able to meet essential program requirements, with or without reasonable accommodation.

NONDISCRIMINATION STATEMENT

PIT Instruction & Training does not discriminate on the basis of race, color, national origin, sex, age, or disability in admissions, employment, or educational programs.

VISA POLICY

PIT Instruction & Training does not currently enroll non-immigrant students under student visa programs. The institution does not issue documentation for M-1, F-1, or J-1 visa status.

Individuals must be authorized to study in the United States under an appropriate status independent of PIT Instruction & Training in order to enroll.

ENROLLMENT PROCESS

Applicants seeking admission to Pit Instruction & Training must complete an application and submit the required application fee. Enrollment is contingent upon acceptance by the institution and completion of all admissions requirements.

All applicants must meet eligibility requirements as outlined in this catalog, including age, education, and/or ability-to-benefit criteria where applicable.

ENROLLMENT AGREEMENT

All students enrolling at Pit Instruction & Training must execute a written Enrollment Agreement prior to the start of training.

The Enrollment Agreement is a legally binding contract between the student and the institution and includes:

- Program of study and schedule
- Total program cost (tuition, fees, supplies)
- Payment terms and methods
- Cancellation and refund policy
- Student rights and responsibilities

The Enrollment Agreement becomes effective when signed by both the student and an authorized school official.

Students will receive a copy of the signed Enrollment Agreement for their records.

PAYMENT TERMS

Students may pay tuition:

- In full prior to the start of the program, or
- Through an approved payment plan, if available

Application fees are non-refundable one the student starts class. Failure to meet payment obligations may result in suspension or termination from the program.

Refunds are calculated based on the total program cost and are not reduced based on the amount paid at the time of withdrawal.

CANCELLATIONS and REFUNDS

PIT Instruction & Training ("PIT") maintains a fair and equitable cancellation and refund policy in accordance with applicable North Carolina requirements and ACCET Document 31. When both

requirements apply, PIT will compare the applicable refund calculations and provide the student with the refund that is most beneficial to the student.

Cancellation Before the Start of Class / No-Show

A student who cancels enrollment before the scheduled start of class or who does not attend class will receive a **100% refund of all monies paid**.

A student may provide notice of cancellation or withdrawal verbally or in writing. PIT does not require written or in-person notification as a condition for receiving an applicable refund.

Applicant Rejection

If PIT rejects an applicant for enrollment or determines that an applicant is ineligible for admission, 100% of all monies paid will be refunded, including the application/registration fee.

Program Cancellation

If PIT cancels a program after a student has enrolled, 100% of all monies paid by the student for that program will be refunded.

Withdrawal or Termination After Training Begins

When a student begins training and subsequently withdraws or is terminated by PIT, the refund will be calculated using the student's Last Date of Attendance (LDA).

PIT will calculate the refund under both the applicable North Carolina refund requirements and ACCET requirements and will provide the student with the calculation that results in the greater refund to the student.

During the first week of classes: Tuition retained by PIT will not exceed 10% of the stated tuition, up to a maximum of \$1,000.

After the first week through 50% of the period of financial obligation: Tuition retained will not exceed the pro-rata portion of tuition for the training completed, plus 10% of the unearned tuition, up to a maximum of \$1,000.

After more than 50% of the period of financial obligation has been completed: PIT may retain the full tuition charged for that period.

Books, Equipment, Supplies, and Other Charges

Books, supplies, equipment, gear, and other materials issued to a student may be non-refundable after the student begins class. Any non-refundable charges will be clearly identified and itemized in the catalog and Enrollment Agreement.

Non-refundable charges will be limited to materials actually distributed to the student and attributable to the portion of the program attended.

F. Refund Calculation and Payment

PIT will complete and document a refund calculation for each student who cancels, withdraws, is terminated, or otherwise becomes eligible for a refund. The documentation will include, as applicable:

- Program start date
- Last Date of Attendance (LDA)
- Date of Determination (DOD)
- Charges assessed to the student
- Total amount paid
- Percentage of the program or applicable period of financial obligation completed
- Amount earned by PIT
- Amount of any non-refundable charges
- Refund due to the student

For an enrolled student, the Date of Determination (DOD) is the date the student provides verbal or written notice of withdrawal or the date PIT terminates or administratively withdraws the student under an applicable institutional policy.

PIT will issue refunds within 30 calendar days of the documented DOD. If a student provides advance notice of withdrawal and the student's LDA occurs later, the refund will be issued within 30 calendar days of the LDA.

Tuition and Refund Schedules

The following PIT refund schedules apply to students who begin training and subsequently withdraw or are terminated.

The applicable PIT refund schedule will be compared with the refund required under ACCET Document 31. When the calculations produce different refund amounts, PIT will issue the calculation that provides the greater refund to the student. Refunds are issued to the individual or entity who made the original payment.

Refund schedules for each program are outlined below.

PIT WELD U REFUND POLICY

16-Week Courses (PWU-100, 200, 400/450, 600)

Prior to the start of class 1:	100% refund
Prior to the start of class 2:	100% refund (minus cost of equipment, gear and application fee)
After class 2 and before class 8:	80% refund
After class 8 and before class 11:	70% refund
After class 11 and before class 14:	60% refund
After class 14 and before class 16:	50% refund
After class 16:	0% refund

10-Week Courses (PWU-150, 300)

Prior to the start of class 1:	100% refund
Prior to the start of class 2:	100% refund (minus cost of equipment, gear and application fee)
After class 2 and before class 4:	80% refund
After class 4 and before class 5:	70% refund
After class 5 and before class 8:	60% refund
After class 8 and before class 10:	50% refund
After class 10:	0% refund

6-Week Course (PWU-500)

Prior to the start of class 1:	100% refund
Prior to the start of class 2:	100% refund (minus cost of textbook, and application fee)
After class 2 and before class 3:	80% refund
After class 3 and before class 4:	70% refund
After class 5 and before class 6:	60% refund
After class 6:	0% refund

STUDENT PROTECTION FUND (NC REQUIREMENT)

This institution participates in the North Carolina Student Protection Fund, which may provide limited reimbursement to students in the event of school closure.

STUDENT ACKNOWLEDGMENTS

Prior to enrollment, students must:

- Receive and review the school catalog
- Sign the Enrollment Agreement
- Acknowledge understanding of institutional policies
- Receive a copy of the signed Enrollment Agreement

PIT WELD U FEES

Persons enrolling in the Pit Weld U program submit a tuition deposit along with a \$200 non-refundable Application Fee due at the time of application. A Program Fee to cover all associated costs of each course is due prior to the start date of the scheduled program. There is also an optional Pit Weld U Payment Plan that may be selected for students who enroll in Pit Weld U courses.

Pit Weld U (Except for PWU-500):	\$700.00 due at application
Pit Weld U – 100 Program Fee:	\$3,550.00 due on or before start date

Pit Weld U – 150 Program Fee:	\$2,495.00 due on or before start date
Pit Weld U – 200 Program Fee:	\$3,550.00 due on or before start date
Pit Weld U – 300 Program Fee:	\$2,495.00 due on or before start date
Pit Weld U – 400/450 Program Fee:	\$3,695.00 due on or before start date
Pit Weld U – 500 Program Fee:	\$795.00 due on or before start date
Pit Weld U – 600 Program Fee:	\$3,600.00 due on or before start date
Pit Weld U Payment Plan (except for PWU-500):	\$600.00 due on or before start date <i>*See terms below.</i>

Fees listed on the previous page are for each respective course. If a student wishes to enroll in multiple courses, the fees as listed above are due for *each* course prior to their respective start dates.

Fees for course materials are as follows:

Pit Weld U – 100:	\$129 Textbook + \$299 tool kit = \$428+tax
Pit Weld U – 200:	\$129 Textbook + tax
Pit Weld U – 300:	\$129 Textbook + \$195 tool kit = \$324+tax
Pit Weld U – 400/450:	\$129 Textbook + \$255 tool kit = \$384+tax
Pit Weld U – 500:	\$129 Textbook + tax
Pit Weld U – 600:	\$129 Textbook + tax

PIT WELD U PAYMENT PLAN

The Pit Weld U payment plan is available to students enrolling in all welding courses except Pit Weld U - 500. The financing charge for those selecting the payment plan is \$300 per course.

A \$1,300.00 deposit (\$700 Enrollment Fee+ \$600 deposit) is required ***on or before the first night of class.*** The remaining balance is broken into either ten (10) or fifteen (15) weekly payments, depending on the length of the course, due every Monday or Tuesday (depending on the session) prior to the start of class during the semester. Individuals unable to make the payments will be unable to complete the remainder of the course and may re-enroll in a later semester within one academic year. Failure to pay tuition may result in dismissal.

ELIGIBILITY REQUIREMENTS

Pit Instruction and Training, LLC reserves the right to refuse admission to any applicant if it is necessary to protect the safety of the applicant or other individuals in the program or employed by PIT. Admission may be refused to an applicant when there is reasonable belief that there may be an imminent and significant threat to the applicant or other individuals during the period of the Pit Weld U program.

GRANTING CREDIT

Transfer of Credit and Advanced Placement

PIT Instruction & Training may award transfer credit or grant advanced placement when a student's prior education demonstrates competency comparable and applicable to PIT coursework. Students requesting consideration must submit an official transcript from an institution accredited by an agency recognized by the U.S. Department of Education or CHEA. PIT may also request course descriptions, syllabi, or other supporting documentation. Coursework must generally have been completed within five years of enrollment, and a grade of 70% or higher is required. Decisions are made individually based on the quality, relevance, content, scope, and level of the prior coursework.

Advanced placement allows a student to enter an upper-level course or have a prerequisite waived but does not, by itself, constitute transfer credit. Prospective Pit Weld U students may also demonstrate competency through a PIT Welding Skills Assessment. The assessment fee is **\$250** and, if the student passes and enrolls in the applicable course, the fee may be applied toward tuition.

When PIT awards actual transfer credit that satisfies a required portion of a program, tuition and applicable fees will be reduced on a pro-rated basis as required by ACCET. Advanced placement or prerequisite waiver without the award of transfer credit does not reduce the tuition for the course in which the student enrolls.

Students may appeal transfer-credit or placement decisions in writing to the Director of Administration. Credits or coursework earned at PIT may not be transferable to another institution; acceptance is

determined solely by the receiving institution. PIT will provide available transcripts, course descriptions, syllabi, or course outlines to assist students seeking transfer.

Credits earned at PIT Instruction & Training may not be transferable to another institution. Acceptance of transfer credit is at the discretion of the receiving institution.

GRIEVANCE

Direct any student grievance to your course instructor. If a matter remains unsolved submit a written complaint including complaint and desired outcome to Elizabeth DeLoach, Director of Administration, Pit Instruction & Training. After a student has exhausted Pit Crew U's grievance procedures, if a matter remains unresolved, a formal complaint may be filed with the online Student Complaint Portal. Students may file complaints with the North Carolina State Board of Community Colleges, Proprietary Schools Division, if a complaint cannot be resolved through the institution's grievance process. The Portal is hosted by the Licensure Division of the University of North Carolina System Office. The Portal can be found online at: <https://studentcomplaints.northcarolina.edu>.

Complaint Contact Information

North Carolina State Board of Community Colleges
Proprietary Schools Division
200 West Jones Street
Raleigh, NC 27603

Veterans and other eligible people may report a grievance against the school to the NCSAA and VA. Veterans and other eligible people may report a grievance against the school to the NCSAA and VA.

Filing a complaint while using VA benefits

To file a complaint while using VA benefits, you should use the GI Bill® Feedback Tool on the VA.gov website. For issues with the college's internal processes, first follow the college's own complaint or grievance procedure, as the VA requires you to attempt to resolve the issue at the local level first.

After filing through the VA's feedback tool, the VA will investigate and may refer the complaint to the appropriate state or federal agency.

Step 1: Try to resolve the issue with the college first

- Contact the appropriate office or department at the college to begin their internal complaint process.
- Familiarize yourself with the college's specific student complaint or grievance procedures and follow them.
- Important: Be aware that the VA requires you to show you have attempted to resolve the issue with the college before the VA will take further action.

Step 2: File a complaint with the VA

- Go to the VA.gov website and use the GI Bill® Feedback Tool to file your complaint electronically.
- The VA can review various complaints, including those about recruiting practices, quality of education, financial issues (tuition/fees, refunds), accreditation, and changes in degree plans.
- Provide a detailed description of your complaint, including dates, names, and what steps you have already taken to resolve it with the school.
- Include all relevant documentation to support your complaint.

Step 3: Follow up on your complaint

- The VA will review your complaint and may forward it to the school for a response.
- You will receive copies of all correspondence between the VA and the school.
- The VA will notify you of the complaint's outcome and will work to resolve the dispute.
- The VA may refer the complaint to another state agency, such as the North Carolina Community College System or the North Carolina Department of Justice, depending on the nature of the issue.

Reinstatement

Following a student's release or return from military service Pit Weld U is committed to providing the basic services and support as set forth in the Higher Education Opportunity Act. A student is entitled to reinstatement to Pit Weld U in the next open calendar class without having to re-qualify for admission if the student returns after a cumulative absence of not more than five years, and the student provides notice of intent to return to the institution not later than three years after completing the service period. A student who

is admitted to Pit Crew U may be allowed to defer enrollment to the program due to military service to the next open calendar class.

Filing a complaint with ACCET

This institution is seeking accreditation with the Accrediting Council for Continuing Education & Training (ACCET). To this end, the institution has applied for accreditation and will subsequently submit a self-study and have an on-site team visit to determine whether it meets ACCET's Standards for Accreditation. It is the mutual goal of ACCET and the institution to ensure that quality educational training programs are provided.

Note that ACCET will process complaints that involve ACCET standards and policies and, therefore, are within the scope of the accrediting agency. If a student has used the institution's formal student complaint procedure, and the issue has not been resolved, the student has the right and is encouraged to submit a complaint to ACCET in writing via the online form on the ACCET website (<https://accet.org/about-us/contact-us>). The online form will require the following information:

1. Name and location of the ACCET institution
2. A detailed description of the alleged problem(s)
3. The approximate date(s) that the problem(s) occurred
4. The names and titles/positions of all persons involved in the problem(s), including faculty, staff, and/or other students
5. What was previously done to resolve the complaint, along with evidence demonstrating that the institution's complaint procedure was followed prior to contacting ACCET
6. The name, email address, telephone number, and mailing address of the complainant. If the complainant specifically requests that anonymity be maintained, ACCET will not reveal his or her name to the institution involved
7. The status of the complainant with the institution (e.g., current student, former student) Please include copies of any relevant supporting documentation (e.g., student's enrollment agreement, syllabus or course outline, correspondence between the student and the institution). Note: Complainants will receive an acknowledgment of receipt within 15 business days.

CODE OF CONDUCT

Pit Instruction and Training, LLC reserves the right to impose a variety of disciplinary actions, including permanent termination from school, on any student whose behavior—on or off campus—violates the Code of Conduct outlined in this Catalog. To clarify, school administrators will determine in their sole discretion if the Code of Conduct has been violated. Disciplinary action may be taken under this Code of Conduct regardless of whether that conduct also involves an alleged or proven violation of law. Specific instances of misconduct include, but are not limited to the following:

Safety

Students must wear required personal protective equipment (PPE) at all times in designated training areas. Failure to comply may result in immediate dismissal.

Drug and Alcohol Policy

PIT Instruction & Training maintains a drug-free and alcohol-free learning environment. The use, possession, or distribution of drugs, drug paraphernalia, or alcohol on campus or during school-related activities is strictly prohibited. Students may be subject to random or for-cause drug testing as a condition of enrollment. Violation of this policy may result in disciplinary action, up to and including termination from the program. Students are encouraged to seek assistance for substance abuse issues. Information regarding local counseling and support services is available upon request.

Guns and Weapons

Possession of guns or weapons on campus (in parking lots, vehicles, etc.) is not permitted. Any knife with a blade longer than 2 inches is considered a weapon and not permitted on campus.

Illegal Actions

Any action in violation of federal, state, or local laws on or off campus is not tolerated.

Disruptive Behavior

Any type of disruptive behavior is not tolerated. Disruptive behavior includes, but is not limited to, obscene language, profanity, derogatory comments, racial or sexist remarks, sleeping in class, or leaving the classroom or shop area without permission.

Fighting

Bullying, harassment, fighting, manufacturer bashing, threats or other acts of violence between students or directed toward Pit Instruction and Training staff is not tolerated on or off campus.

Vandalism

Vandalism of School or personal property of students or staff on or off campus is not tolerated.

Theft

Stealing or possessing stolen property on or off campus is not tolerated.

Possession of Stolen Property

Possessing property known to be stolen that may be identified as property of Pit Instruction and Training or any other person or business is not tolerated.

Destruction of Property

Destruction of School or personal property of students or staff on or off campus is not tolerated.

Civil Disturbance

Any conduct that involves disturbing the peace of the school and/or the local community is not tolerated. Disturbing peace under such circumstances can be defined as, but is not limited to, disorderly conduct and failure to comply with the directives of law enforcement or Institute officials. This includes loud exhaust and stereos.

The institution reserves the right to terminate students for:

- Unsafe behavior
- Violation of safety protocols
- Substance abuse
- Disruptive or unprofessional conduct

Termination decisions are documented and communicated in writing.

COPYRIGHT INFRINGEMENT POLICY

PIT Instruction & Training prohibits the unauthorized use, reproduction, or distribution of copyrighted materials, including but not limited to instructional content, software, and media.

Students who engage in copyright infringement may be subject to disciplinary action, up to and including termination from the program. Violations may also result in civil and/or criminal penalties under applicable law.

TRANSCRIPTS

Students have the right to review their records upon request. Records are maintained securely and retained in accordance with regulatory requirements. Pit Instruction and Training, LLC maintains a full record of all course attempts for each student. Only the students' successfully completed courses will appear on the official transcript. However, all attempts will be reflected within each student's records. Within four weeks of graduation, each student will receive two copies of his or her official transcript and certificate. Additional certified copies may be obtained anytime thereafter for a nominal charge by contacting the school. Unofficial transcripts are available free of charge. The school reserves the right to not issue or award graduation documents and transcripts to a student until all financial obligations to the

school have been satisfied.

STUDENT RECORDS AND PRIVACY (FERPA)

PIT Instruction & Training maintains student records in accordance with the Family Educational Rights and Privacy Act (FERPA). Students have the right to review their educational records upon request.

The institution will not release personally identifiable information from student records without written consent from the student, except as permitted or required by law. Requests to review records must be submitted to the administration office.

CURRICULUM, COURSE OF STUDY & CLOCK HOURS

Pit Weld U - 100: Faculty to Student Ratio – 1:12; 38 Lecture hours, 138 Lab hours

Job Competencies – There are several key areas an individual must be well versed in to be a professional welder/fabricator. The areas are as follows:

1. **Understanding welding practices:** Students will learn how to read and interpret welding symbols used in drawings and be able to apply knowledge to perform specific welding of a joint.
 - Orientation, professionalism, and workplace expectations – 3 hours
2. **Equipment safety and setup:** Students will learn proper safety techniques allowing for proper equipment setup and operation creating safe classroom and workplace environments necessary on the job.
 - Proper safety procedures and equipment – 2 hours
 - Cutting equipment safety procedures – 4 hours
 - Welding equipment safety procedures – 4 hours
3. **Metal cutting / basic fabrication:** Students learn proper procedures involving measurement of metals, as well as different types of cuts associated with specific welding procedures needed to create proper penetration and fusion of metals. 34 hours
 - Understanding cutting equipment and tools – 20 hours
 - Setting up welding equipment – 4 hours
 - Utilizing cutting equipment – 10 hours
4. **GMAW - Gas Metal Arc Welding (MIG):** Students will learn the process behind MIG welding in which metals melt and are thus joined together using necessary welding equipment including the welding gun and tip, proper wire types and power unit.
 - Gas metal arc welding (MIG) – 50 hours
5. **GTAW - Gas Tungsten Arc Welding (TIG):** Students will learn the more complex process behind TIG welding in which metals melt and are thus joined together using necessary welding equipment including the torch, tungsten.
 - Gas tungsten arc welding (TIG) – 68 hours
 - AWS D1.3 certification preparation and testing – 11 hours

Pit Weld U – 150: Faculty to Student Ratio - 1:12; 20 Lecture hours, 90 Lab hours

Job Competencies – There are several key areas an individual must be well versed in to be a welder in industrial manufacturing. The areas are as follows:

1. **Equipment safety, setup, and maintenance:** Students will learn proper safety techniques allowing for proper equipment setup, operation and light maintenance items on welding and cutting equipment, creating safe classroom and workplace environments necessary on the job.
 - Orientation, professionalism, and workplace expectations – 3 hours
 - Proper safety procedures and equipment – 2 hours
 - Cutting equipment safety procedures – 4 hours
 - Welding equipment safety procedures – 4 hours
2. **Metal preparation & fit-up:** The curriculum ensures that students learn the importance of preparation and fit-up of piping on various joint designs before beginning welding. This requires students to have a knowledge of blueprint reading and interpretation covered in the Pit Weld U – 100 and 500 courses.
 - Welding equipment setup and operation – 4 hours
 - Structural Welding Applications (Plate) – 20 hours

3. **GMAW-Spray Arc:** Relying on the skills developed in the Pit Weld U – 100 courses, students continue to hone their skills on a commonly used subvariant of the Gas Metal Arc Welding (GMAW) process. Students must learn to weld 3/8” and greater thickness plate in the flat position on a variety of joint types.
 - Gas Metal Arc Welding Spray Transfer, Flat Position (GMAW-Spray)– 17 hours
4. **FCAW – Flux Cored Arc Welding:** Students will use the more complex variant of the GMAW process on groove and fillet welds on 3/8” and greater thickness carbon steel in all positions, learning key differences between dual-shielded (shielding gas) and self-shielded FCAW wire.
 - Dual Shielded Flux Cored Arc Welding, All Positions (FCAW-G) – 42 hours
 - AWS D1.1 certification preparation and testing – 11 hours

Pit Weld U - 200: Faculty to Student Ratio - 1:12; 30 Lecture hours, 146 Lab hours

Job Competencies – There are several key areas an individual must be well versed in to be a professional structural welder. The areas are as follows:

1. **Understanding welding practices:** Students will learn how to read and interpret welding symbols used in blueprints utilized on the jobsite and be able to apply knowledge to perform specific welding of a joint in structural applications.
 - Orientation, professionalism, and workplace expectations – 3 hours
2. **Equipment, safety, setup and maintenance:** Students will learn proper safety techniques

allowing for proper equipment setup, operation and light maintenance items creating safe classroom and workplace environments necessary on the job.

- Cutting equipment safety procedures – 4 hours
 - Welding equipment safety procedures – 2 hours
 - Setting up welding equipment – 3 hours
3. **Metal cutting techniques:** Students learn proper procedures involving measurement of metals, as well as different types of cuts associated with specific welding procedures needed to create proper penetration and fusion of metals on structural steel plate components.
 - Operation of cutting equipment and tools – 20 hours
 4. **SMAW - Shielded Metal Arc Welding (Stick):** Students will learn the process behind Stick welding in which metals melt and are thus joined together using necessary welding equipment including the power unit and welding electrode.
 - AWS D1.1 certification preparation and testing – 11 hours
 - Shielded metal arc welding (SMAW); backing applications – 92 hours
 - Shielded metal arc welding (SMAW); open root applications – 41 hours
- **Pit Weld U - 300: Faculty to Student Ratio - 1:6;** 22 Lecture hours, 88 Lab hours

Job Competencies – There are several key areas an individual must be well versed in to be a professional metal fabricator. The areas are as follows:

1. **Equipment, safety, setup, and maintenance:** Students will learn proper safety techniques allowing proper equipment setup, operation, and light maintenance items on fabrication equipment, creating safe classroom and workplace environments necessary on the job.
 - Orientation, professionalism, workplace expectations and safety procedures – 4 hours
2. **Metal fabrication equipment operation:** Students will become proficient in the use of plasma-arc, vertical and horizontal band saw cutting systems, English wheel, sheet metal brake, shear, bead roller and shrinker and stretcher – all commonly used equipment in metal fabrication shops industrywide.
 - Fabrication equipment setup and operation; CNC plasma table programming – 30 hours
 - Welding equipment safety procedures – 2 hours
3. **GMAW & GTAW welding processes:** Students will learn how to set up and utilize a fixture table to complete labs assigned during class. Assigned labs will require use of the GMAW and GTAW welding processes covered in the Pit Weld U – 100 courses.
 - Operation of fabrication and cutting equipment using the GMAW welding process – 37 hours
4. **Fabrication/production necessities:** Metal fabrication shops must meet tight deadlines while maximizing use of materials to keep costs down. Labs assigned during the course help students understand the importance of minimizing waste to ensure maximum profitability and quality in the field.
 - Operation of fabrication and cutting equipment using the GTAW welding process – 37 hours

Pit Weld U – 400/450: Faculty to Student Ratio – 1:6; 29 Lecture hours, 147 Lab hours

Job Competencies – There are several key areas an individual must be well versed in to be a professional pipe welder. The areas are as follows:

1. **Equipment safety, setup, and maintenance:** Students will learn proper safety techniques allowing for proper equipment setup, operation and light maintenance items on welding and cutting equipment, creating safe classroom and workplace environments necessary on the job.
 - Orientation, professionalism, workplace expectations and safety procedures – 2 hours
2. **Metal preparation & fit-up:** The curriculum ensures that students learn the importance of preparation and fit-up of piping on various joint designs before beginning welding. This requires students to have a knowledge of blueprint reading and interpretation covered in the Pit Weld U – 200 and 500 courses.
3. **SMAW Welding Processes (Pipe):** Relying on the skills developed in the Pit Weld U – 200 courses, students continue to hone their skills on various diameter and schedule pipe applications using 60 and 70 series electrodes. Students must learn to weld pipe in all positions to prepare for AWS and ASME certifications as required in the industry.
 - SMAW welding process overview, welding variables and techniques, identification of joint types & pipe welding defects – 13 hours

- Operation of welding equipment utilizing the SMAW welding process on large diameter heavy wall pipe (4" + outer diameter) – 34 hours
 - Operation of welding equipment utilizing the SMAW welding process on small diameter thin wall pipe (2" – 4" outer diameter) – 34 hours
4. **GTAW - Gas Tungsten Arc Welding (TIG):** Students will use the more complex process behind TIG welding in which metals melt and are thus joined together using necessary welding equipment including the torch, tungsten, and filler rod using the lift-arc and scratch-start methods on pipe applications.
- GTAW welding process overview, welding variables and techniques, identification of joint types & pipe welding defects – 14 hours
 - Operation of welding equipment utilizing the GTAW welding process on large diameter heavy wall pipe (4" + outer diameter) – 34 hours
 - Operation of welding equipment utilizing the GTAW welding process on small diameter thin wall pipe (2" – 4" outer diameter) – 34 hours
 - AWS D1.1 certification preparation and testing – 11 hours

Pit Weld U – 500: Faculty to Student Ratio – 1:12; 33 Lecture hours, 33 Lab hours

Job Competencies – There are several key areas an individual must be well versed in to interpret engineered drawings and blueprints in the welding and fabrication industries.

1. **Identify and read welding symbols.**
 2. **Identify and explain various lines and types, notes, and specifications on a blueprint.**
 3. **Interpret destructive and non-destructive testing symbols and their methods.**
 4. **Develop a working sketch.**
 5. **Create a bill of materials from a blueprint.**
- Lecture – Identifying welding symbols, blueprint interpretation, identification of different types of lines on a print. – 33 hours
 - Lab – Interpretation of destructive and non-destructive testing symbols and their methods and demonstration of said methods. Develop a working sketch. – 33 hours

Pit Weld U – 600: Faculty to Student Ratio – 1:12; 60 Lecture hours, 116 Lab hours

Job Competencies - There are several key areas an individual must be well versed in to be a professional welding robot operator/technician. The areas are as follows:

1. **Robotic Safety & Principles:** Students must develop and master robotic operation systems used in manufacturing and educational settings related to safety and general applications. A knowledge of welding is required for success in the welding automation sector, and thus PWU-100 and PWU-500 are pre-requisites for the course, and robotic safety competency.
 - Orientation, professionalism, workplace expectations and safety procedures – 4 hours
 - Lecture - Overview of Automation in Industry; Arc Tool Robotics Safety, Expectations, Intro to Equipment & Software Technology – 15 hours
2. **Programming & Welding Fundamentals:** Programming skills and knowledge of tablet and pendant icons, and software are required for proper navigation and operation of robotic welding systems.
 - Class - Overview of Tablet, Axis, Motion Features, User Frames and Program Writing – 48 hours
 - Lab - Creating Programs, Recording Points, Clever Torch, Cobot Icons, and Legacy Pendant Commands – 57 hours
3. **Welding Supply Operation:** Welding parameters, processes, and advanced specialty software applications are required. Knowledge of the operating systems, and appropriate settings and adjustments are required for seamless operation between the welding machine and robot.
 - Lab - Welding with Arc Tool Robotics, including process selection, Understanding effects of position variables, heat and travel speed parameters & types of weave selections – 41 hours
4. **Welding Processes:** Students must have a comprehensive understanding of welding joints, materials to develop appropriate weld parameters and program welding supply and robots to complete successful weldments that are consistent and repeatable.
 - FANUC certification preparation and testing – 11 hours

CLASS MATERIALS NEEDED

- Textbook (issued during orientation for the respective class)

- Welding Jacket
- Welding Helmet
- Welding Gloves
- Safety Glasses
- Ear Plugs
- Leather or Steel Toed Shoes or Boots
- Pit Weld U T-Shirt
- Black work pants
- Sharpie and pencil
- Tape Measure

ADVERSE WEATHER POLICY

Students will be notified of any school closing by 7:00am on the day of class for daytime sessions, and 12:00pm on the day of class for evening sessions.

ATTENDANCE

It is essential in the pursuit of a successful education that absenteeism is kept to an absolute minimum. Therefore, all absences, tardiness and early leaves will be recorded, regardless of the reason. There are no excused absences from scheduled class days, tardiness, or early leaves. Due to the nature of our classes, we do not grant any leave of absence, excused absences, or make-up work. If you are absent from class more than 20% of the total time during your program, you will be disqualified from continuing your current class and will be allowed to re-enroll in the program during the next twelve months at no additional cost if you have provided ample notification of prior tardies. Arriving at class at least 15 minutes late will result in one tardy. In the event of tardiness, two tardies will equal one full day absence. Students who fail to attend for 3 consecutive scheduled class days may be administratively withdrawn. Attendance is monitored daily and documented. Failure to meet minimum attendance requirements may result in probation or termination.

LEAVE OF ABSENCE POLICY

PIT Instruction & Training does not offer formal leaves of absence due to the short-term nature of its programs.

Students who are unable to continue training will be withdrawn and may re-enroll in a future course in accordance with institutional policies. The date of withdrawal will be used to determine any applicable refunds.

GRADING SYSTEM

Students who meet attendance standards and class requirements will receive a Certificate of Completion or Certificate of Performance.

COURSE GRADING SCALE

Pit Weld U courses will be graded on five (5) domains on a ten-point scale:

A	100-90
B	89-80
C	79-70
D	69-60
F	59 or >

- Attendance
- Professionalism
- Classroom / Workplace Safety
- Classroom Tests / Quizzes
- Welding Projects

Classroom Tests/Quizzes

There will be in-class tests and quizzes, which will allow the instructors to evaluate the Pit Weld U student's core knowledge as the class continues to add new objectives. This grade will come from a cumulative average at the end of the course. These tests and quizzes will be distributed at the beginning of class and following classes where new course material has been learned. Instructors will never give a test or a quiz within the same class or day that new material has been taught. This allows forty-eight (48) hours and up to one hundred and twenty (120) hours to prepare for upcoming evaluations.

Welding Projects

Welding projects will be assigned throughout the duration of each course in which a Pit Weld U student will have ample time to complete. The projects ensure that each student is learning the skills required to pass the course. Assigned projects will include GMAW, GTAW (Pit Weld U-100, 150 and 300), and SMAW and GTAW (Pit Weld U-200 and 400/450) welding techniques and include different types of metals* (mild steel, aluminum, etc.). Students will be graded on specific criteria related to each project that are clearly spelled out with each lab assignment. Students will be allowed to re-make projects in which they receive a failing grade at the discretion of the instructor if there's reasonable time left during the course. Projects in which a student fails to complete will result in a failing grade recorded as a "zero" for the uncompleted portion.

*Pit Weld U-100, 150, and 300 students will learn welding techniques on the different types of metals listed above. Pit Weld U-200 and 400/450 students will focus solely on carbon steel metals.

Pass / Fail Standards

If a combined average of these domain's results in a "C" average or better along with good standing on attendance during either Pit Weld U course, then the student will pass the course.

SATISFACTORY ACADEMIC PROGRESS (SAP)

Students are required to maintain Satisfactory Academic Progress (SAP) in order to successfully complete their program.

SAP is evaluated at the midpoint (50%) and at the end of the program and includes the following components:

Academic Performance

Students must maintain a minimum cumulative average of 70% (C or better).

Attendance / Pace of Progress

Students must maintain satisfactory attendance and complete the program within the scheduled timeframe.

SAP STATUS

Satisfactory Students meeting both academic and attendance requirements are considered to be making satisfactory progress.

Warning Students who fail to meet SAP requirements at an evaluation point may be placed on SAP Warning for the next evaluation period. Students may continue in the program during this period.

Probation Students who do not meet SAP requirements at the end of the warning period may be placed on

SAP Probation. Continued enrollment during probation is at the discretion of the institution and may require an academic improvement plan.

Dismissal

Students who fail to meet SAP requirements after a probationary period may be dismissed from the program.

APPEAL AND RE-ENTRY

Students who are dismissed for failure to maintain SAP may submit a written appeal to the institution, including an explanation of the circumstances and supporting documentation.

If the appeal is approved, the student may be reinstated on probation status with specific conditions for continued enrollment.

Students who are dismissed and do not appeal or whose appeal is denied may re-enroll in a future program in accordance with institutional policies.

CERTIFICATION AND LICENSURE DISCLOSURE

PIT Instruction & Training programs are designed to prepare students for employment in motorsports and skilled trades industries. Certain programs include preparation for industry-recognized certifications. Unless otherwise stated, certification or licensure is not required for completion of the program but may be required by employers.

Pit Weld U programs include preparation for industry-recognized certifications relevant to welding and fabrication careers.

Certifications Available:

- AWS (American Welding Society) Certified Welder Tests
 - *Status:* Optional (may be required by employers)
- OSHA-10 Safety Certification
 - *Status:* Industry-recognized credential (often required by employers)

Preparation Provided:

- Instruction aligned with AWS welding standards and testing procedures
- Hands-on training using industry-standard equipment
- Test preparation incorporated into course curriculum
- AWS certification testing opportunities included in select program tuition (as specified in individual course descriptions)
- OSHA-10 certification training included in program curriculum

Certification requirements for employment vary by employer and position. PIT Instruction & Training does not guarantee certification or employment.

PLACEMENT ASSISTANCE

PIT Instruction & Training provides limited placement assistance to support students in pursuing employment opportunities within the motorsports and skilled trades industries.

Placement assistance may include:

- Guidance on resume development and interview preparation
- Instruction on professional conduct and workplace expectations
- Networking opportunities with industry professionals and employers
- Informational support regarding job openings and career pathways

While the institution makes reasonable efforts to assist students in securing employment, PIT Instruction & Training does not guarantee employment or job placement.

Students are responsible for their own job search and for meeting any employment requirements established by prospective employers.

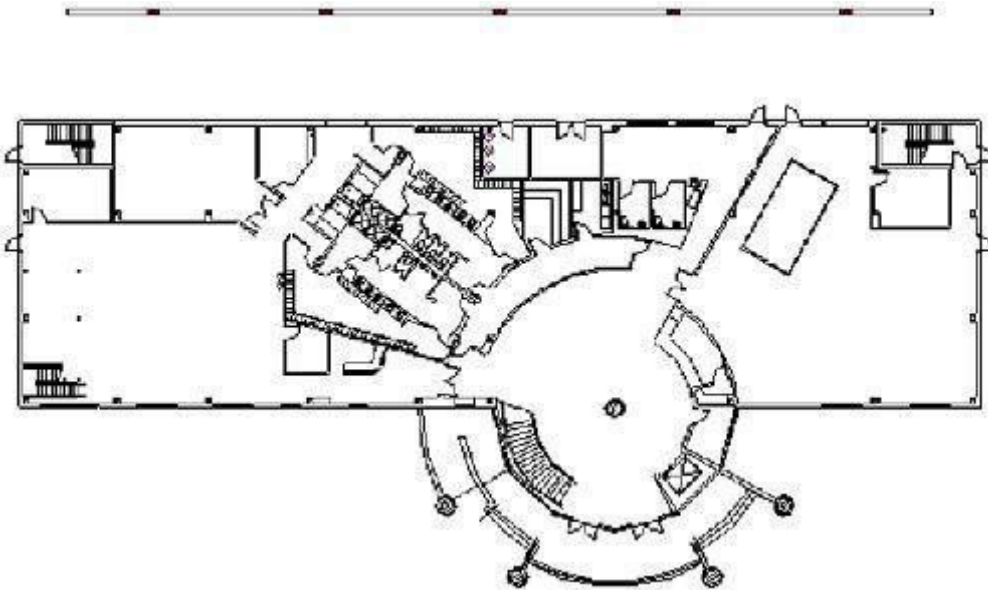
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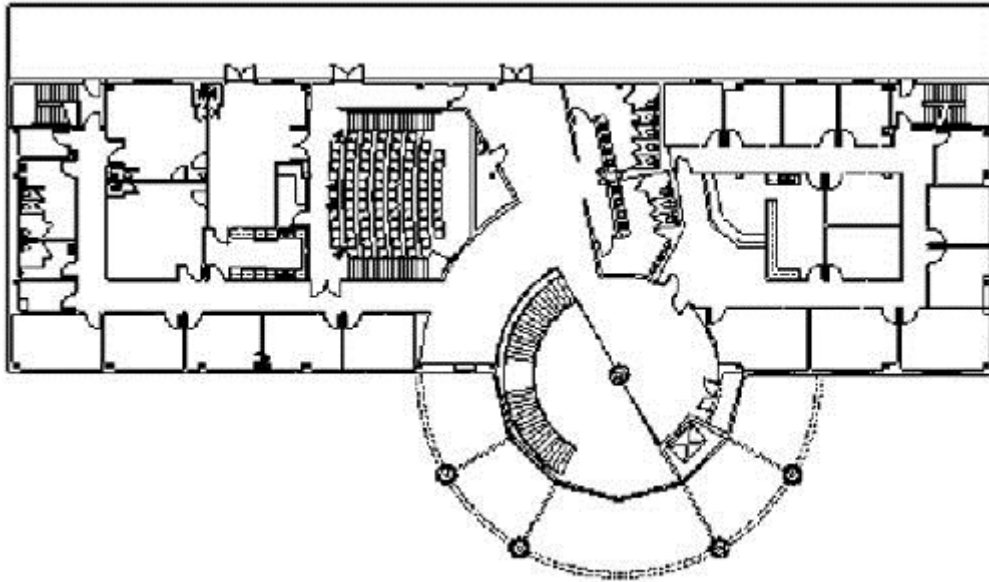
FACILITIES

PIT Instruction & Training operates a 35,000 square foot training facility located in Mooresville, NC, which includes classrooms, welding labs, motorsports training areas, fitness facilities, and specialized instructional equipment designed to support hands-on technical training.

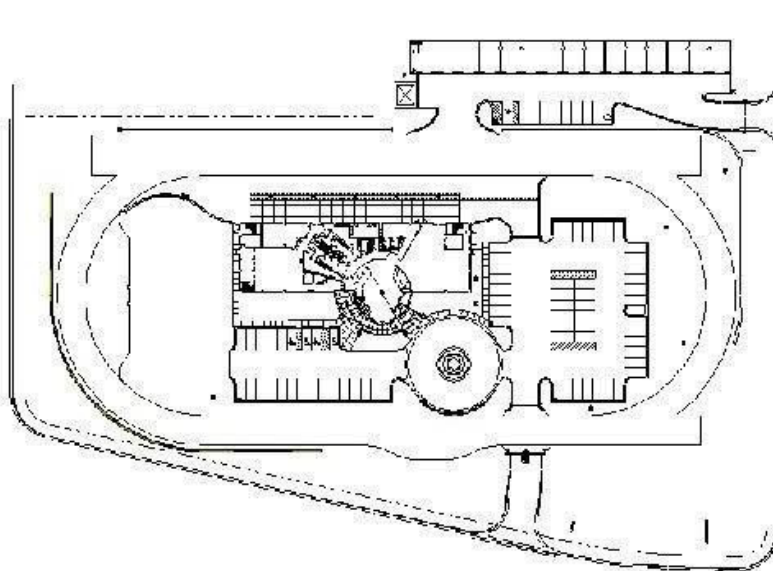
FACILITY FLOOR PLANS



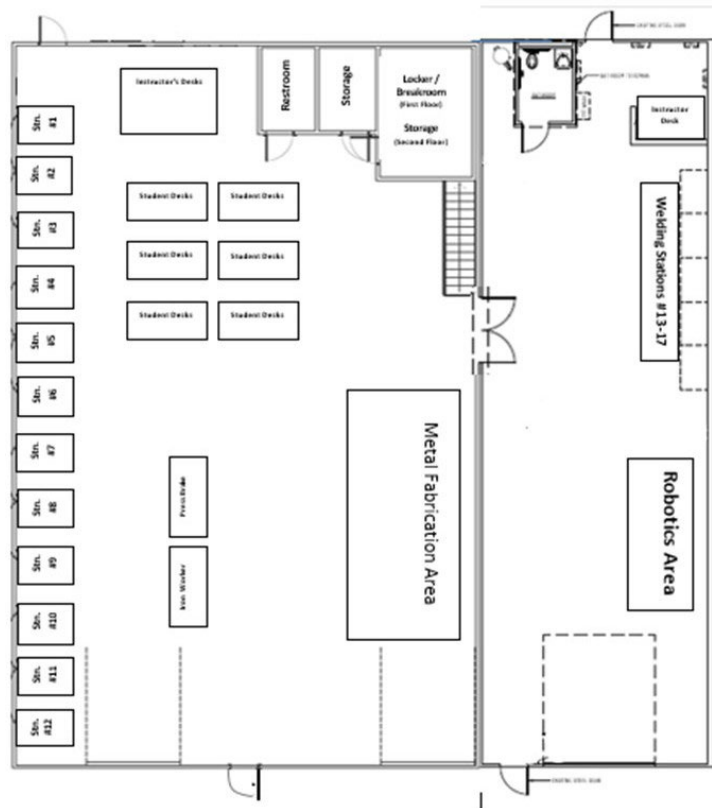
First Floor Plan: Lower Atrium (center), Motorsports Room (right), Fitness Center (left), and men's and women's locker rooms and steam room (middle left).



Second Floor Plan: Upper Atrium and Pre-function Area (center), Auditorium (center left), Dining, Kitchen, and Group Meeting Rooms (upper left), Private Meeting Rooms and Board Room (bottom left), Outdoor Balcony (top), and Corporate Offices.



Site Map (above): Quarter mile track, fifteen garage bays (upper right), grass practice field (left), six pit stalls and pit road (middle top) and parking for visitor cars and buses including handicapped accessibility.



Welding Lab (above): Main entrance is the door on the bottom left side of the image; rear entrances are located at the top of the building. Twelve welding booths are located on the left side of the building, with storage room, restroom, and desk/instructor space at the top. Fabrication and cutting equipment located at the right side of the image, with additional material storage in loft at top of stairs. The right side of welding lab includes welding booths thirteen through seventeen, robotics area with collaborative welding robot, additional restroom, materials storage closet, and instructor desk.

ACKNOWLEDGEMENT

I have carefully read the **Pit Crew U** School Catalog in its entirety, without any time constraints being placed upon me and fully understand and agree to be bound by its contents.

Signature_____

Print Name _____

Date:

I have carefully read the **Pit Weld U** School Catalog in its entirety, without any time constraints being placed upon me and fully understand and agree to be bound by its contents.

Signature_____

Print Name _____

Date: