



Adult Workforce Education Consumer Information 2010

ACCREDITATIONS AND LICENSURES

The Butler Technology and Career Development Schools is approved and operated in cooperation with the Ohio Board of Regents.

Initial certification and accreditation by the Commission and the State Committee of the North Central Association of Colleges and Schools was issued on October 5, 1983.

The Practical Nurse program is approved by the Ohio State Board of Nursing.

The Police Basic Training program is approved by the Ohio Police Officer Training Academy.

The Paramedic program and Fire Rescue Academy are approved by the Ohio Department of Public Safety Services.

All full-time adult programs are approved by the State Approving Agency for Veterans Training.

STUDENT SUCCESS RATES FOR FULL TIME PROGRAMS (2009)

Total Enrolled: 795

Percent Completed: 83%

Positive Post-Program Placement (graduates employed or pursuing additional education): 97%

Industry Credential Achievement: 95%

STUDENT POLICIES AND HANDBOOK

Butler Tech is dedicated to the delivery of a variety of career technical and academic programs which provide students with the specialized knowledge and skills needed to enter the job market. Below please find information on the policies that prospective students ask about most. Additional policies for our full-time and part-time programs are included in handbooks and documents distributed on the first day of class.

SATISFACTORY STANDARDS OF PROGRESS REQUIREMENTS

Satisfactory progress is measured by two standards. First, students must meet a minimum academic average of at least 76%. Second, students must achieve a 90% attendance average. Some programs may have higher requirements. Students who do not maintain these averages are subject to probation, loss of financial aid, and/or dismissal from the program.

OFFICIAL WITHDRAWAL POLICY

Students who wish to withdraw from a full-time program must complete the appropriate paperwork with the program coordinator or supervisor and the Student Services office.

FULL TIME PROGRAM REFUND POLICY

WITHDRAWAL DATE	AMOUNT REFUNDED
After the first 50% of the enrollment period	No Refund
On or before 50% of the enrollment period	25%
On or before 25% of the enrollment period	50%
On or before 10% of the enrollment period	90%
On or before the first day of class	100%

The student's last recorded date of attendance is the basis for all calculations. The registration deposit and application fee are non-refundable.

FACILITY DESCRIPTION

Butler Technology and Career Development Schools has multiple centers for adult education:

D. Russel Lee Career-Technology Center

3603 Hamilton-Middletown Road
Hamilton, OH 45011

D. Russel Lee classrooms and labs provide a comfortable, safe and spacious learning environment. Hands-on learning is the focus of all programs, and labs are furnished with up-to-date equipment.

Regional Public Education Safety Complex

5140 Princeton-Glendale Road
Liberty Township, Ohio 45011

This 56,000 square foot facility houses multi-media classrooms, an indoor twenty-lane firing range, computerized firearms, driving simulators and physical fitness facilities.

Butler Technology and Career Development Schools enforces a smoke-free and drug-free environment at all locations.

Other locations that are home to Butler Tech adult education programs:

Northwest School District
3310 Compton Road
Cincinnati, OH 45251-2508

Colerain Career Technical Center
8801 Cheviot Road
Cincinnati, OH 45251-5907

Butler Technology and Career Development Schools fully complies with The Americans with Disabilities Act (ADA) regarding accessibility to restrooms, drinking fountains, telephones, and rooms.

CAMPUS CRIME AND SECURITY

The Campus Security Act requires all schools receiving certain federal funds to disclose campus crime statistics to employees, students, and potential students.

Reports	2009	2008	2007
Aggravated Assault	0	0	0
Arson	0	0	0
Burglary	0	0	0
Forcible sex offenses	0	0	0
Homicide	0	0	0
Negligent manslaughter	0	0	0
Motor vehicle theft	0	0	0

Non-forcible sex offenses	0	0	0
Robbery	0	0	0
Arrests			
Drug abuse violation	0	0	0
Liquor law violation	0	0	0
Weapons possession	0	0	0

Butler Technology and Career Development Schools
3603 Hamilton-Middletown Road • Fairfield Township, Ohio 45011
General Number (513) 868-6300 • Adult Education (513) 645-8200