



American Home Inspectors Training Catalog

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APPROVED AND REGULATED BY THE COLORADO DEPARTMENT OF HIGHER
EDUCATION, PRIVATE OCCUPATIONAL SCHOOL BOARD

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MISSION STATEMENT

American Home Inspector Training's mission is to ignite your full potential and continuously guide your career through innovative thinking, evolved technology, and valuable learning.

THE AHIT TEAM

Mbition LLC dba American Home Inspectors Training is owned by The CE Shop LLC.

Gary Weiss	Chief Executive Officer
Daniel Harris	President and Chief Revenue Officer
Mike Matoush	Senior Vice President of Education and Learner Experience
Rebecca Piltingsrud	Vice President of Compliance
Nichol Andler	Compliance Director
Jennifer Pingrey	Vice President of Marketing
Bobby DeSpain	Vice President of Sales
Diane Atkinson	Customer Success Director
Christopher Kjeldsen	Home Inspection Instructor

SCHOOL CALENDAR

Holidays

American Home Inspectors Training observes the following holidays: New Year's Day, Memorial Day, Juneteenth, Independence Day, Labor Day, Thanksgiving Day, Black Friday, Christmas Eve, and Christmas Day.

Programs

The National Professional Home Inspection Online Course is delivered asynchronously. Upon enrollment, students have continuous access to course materials.

Enrollment Periods

Enrollment for the National Professional Home Inspection Online Course is continuously open, subject to program availability.

Beginning and Ending Dates

The National Professional Home Inspection Online Course is delivered asynchronously. Upon enrollment, students have continuous access to course materials. The National Professional Home Inspection Online Course must be completed within 12 months of enrollment.

ADMISSION REQUIREMENTS

American Home Inspectors Training does not discriminate on the basis of race, color, religion, gender, gender identity and/or expression, national origin, disability, marital status, sexual

orientation, or military status.

Prospective students must be at least 18 years of age; submit a signed Enrollment Agreement; have access to internet-compatible devices; possess base-level computer skills, including ability to read text on screens, click through course material, and take exams online; and pay tuition in full at the time of enrollment.

ENROLLMENT PROCEDURES

Enrollments are accepted through www.ahit.com or by phone at 1.800.441.9411. Enrollment for the National Professional Home Inspection Online Course is continuously open, subject to availability.

JOB PLACEMENT AND ASSISTANCE

American Home Inspectors Training does not offer job placement services. American Home Inspectors Training makes no representations except as expressly set forth in this catalog, and under no circumstances does AHIT make any claim, promise, or guarantee of employment.

ATTENDANCE POLICY

Requirements

The National Professional Home Inspection Online Course is delivered asynchronously. Students must complete 100% of the learning material presented in the National Professional Home Inspection Online Course.

Unsatisfactory Attendance

Students who do not complete the material will not be issued a certificate of completion and will not receive credit hours for the course.

Readmittance

If a student fails to meet standards for satisfactory progress or completion, repurchase is required. A discounted fee of fifty percent (50%) of the current retail price will be charged.

Probation Policy

American Home Inspectors Training does not have a probation policy.

Leaves Of Absence

Students may request a leave of absence for extenuating circumstances. Should a student fail to return from an excused leave of absence, the effective date of termination for a student on an extended leave of absence or a leave of absence is the earlier of the date the school determines the student is not returning or the day following the expected return date.

Fees Due to Absence

The National Professional Home Inspection Online Course must be completed within 12 months of enrollment. The completion deadline may be extended for up to 18 months total for an extension fee of 20% of the current retail price of the course for each 30-day extension.

Minimum Assignments Required for Distance Education

The National Professional Home Inspection Online Course contains 12 lessons. Students must complete 100% of the learning material presented in the National Professional Home Inspection Online Course.

PROGRESS POLICY

The National Professional Home Inspection Online Course is delivered asynchronously. Students may continue through the course at their own pace within the allotted time frame for completion.

Measurement and Evaluation

Students must complete 100% of the learning material presented in the National Professional Home Inspection Online Course and demonstrate understanding of the material by completing all quizzes and the final exam to receive credit hours for the course. The final exam must be completed with a minimum passing score of 75%. Students are permitted to retake the final exam once.

Grading System

Students are graded on a pass/fail system.

Unsatisfactory Progress

If a student fails to meet standards for satisfactory progress or completion, repurchase is required. A discounted fee of fifty percent (50%) of the current retail price will be charged.

Reporting Progress to Students

Students are informed of course progress through the Learning Management System (LMS), their AHIT student account, and email notifications.

Leaves of Absence

Students may request a leave of absence for extenuating circumstances. The National Professional Home Inspection Online Course must be completed within 12 months of enrollment. The completion deadline may be extended for up to 18 months total for an extension fee of 20% of the current retail price of the course for each 30-day extension.

Dismissal and Readmission

Violation of any school policies may result in permanent dismissal. After review of all pertinent facts and information, American Home Inspectors Training will make the final determination on dismissal and/or readmission.

Probation Policy

American Home Inspectors Training does not have a probation policy.

GRADING POLICY

Students are graded on a pass/fail system. Upon successful completion of the National Professional Home Inspection Online Course, a certificate of completion and transcript will be provided by the school.

Reporting Grades to Students

Students are informed of course grades through the Learning Management System (LMS), their AHIT student account, and email notifications.

A certificate of completion and transcript shall be conferred only upon the successful completion of the prescribed course of instruction as stated in this catalog and approved by the Private Occupational School Board. Upon request and if applicable, the school will provide a certificate of completion within a reasonable amount of time, not to exceed 60 days, to the student who has satisfied all academic and financial obligations currently due and payable to the school, or who meets the criteria set forth in § 23-5-113.5(2)(b), C.R.S.

Student transcripts and records of completion will be provided to students after completion of training within a reasonable time and according to statute requirements, not to exceed 45 days. Upon request, the school shall provide an official transcript or record of completion within seven (7) days to the student who has satisfied all financial obligations currently due and payable to the school or who meets the criteria set forth in § 23-5-113.5(2)(b), C.R.S.

Transcript/Certificate Financial Hold Exemption Policy Pursuant to Colorado HB22-1049

1. Current and former students may be subject to a transcript/certificate hold when such individual owes certain debts to American Home Inspectors Training for tuition. Individuals will be subject to such a hold if they fail to make a scheduled payment of any amount by the designated due date, per the Payment Plan terms outlined in American Home Inspectors Training Terms & Conditions. If an individual is subject to such a hold, their transcripts or certificates will not be released unless an exemption applies as outlined in section 2 of this policy.
2. Exemptions are granted for individuals who can demonstrate that the transcript/certificate request is required for one of the following reasons:

- a. Job application
 - b. Transferring to another postsecondary institution
 - c. Applying for state, federal, or institutional financial aid
 - d. Pursuit of opportunities in the military or national guard
 - e. Pursuit of other postsecondary opportunities
3. Process and Procedure for Exemptions: Upon submission of a transcript/certificate request and documentation to verify an exemption, American Home Inspectors Training will review the request and make a determination regarding whether or not an exemption exists, as outlined in section 2, above. If it is determined that the individual has a valid exemption, American Home Inspectors Training will release the requested transcript/certificate. If American Home Inspectors Training determines that the individual does not meet the exemption criteria, American Home Inspectors Training will provide a written explanation of the denial of the request within seven business days.
 4. Registration Holds: Individuals will no longer be able to register or enroll for courses if they fail to make a scheduled payment of any amount by the designated due date, per the Payment Plan terms outlined in American Home Inspectors Training Terms & Conditions. When payment is 60 days past due, the outstanding balance will be referred to a third-party collection agency.
 5. Individuals have the option to establish a payment plan for an outstanding debt. An individual who wishes to establish a payment plan for a debt owed to American Home Inspectors Training should contact American Home Inspectors Training at 800.441.9411.
 6. Complaints pertaining to HB22-1049 may be submitted to the Colorado Student Loan Ombudsperson via email to CSLSA@coag.gov.

CONDUCT POLICY

It is expected that students will conduct themselves in a professional manner and demonstrate respect for their instructors and fellow classmates. The school reserves the right to terminate a student on any of the grounds listed below. Termination notice will be in writing citing the reasons for termination. Tuition will be refunded according to the applicable refund policy.

Reasons for termination can include but are not limited to:

- Failure to comply with school rules, policies, and regulations

- Unprofessional conduct
- Unsatisfactory academic progress
- Excessive absence or lateness
- Failure to pay fees when due
- Cheating or falsifying records
- Breach of enrollment agreement
- Entering school site while under the influence or effects of alcohol, drugs, or narcotics of any kind
- Carrying a concealed or potentially dangerous weapon
- Sexual harassment
- Harassment of any kind including intimidation and discrimination

Dismissal and Readmission

Violation of any AHIT policies may result in permanent dismissal from the school. After review of all pertinent facts and information, American Home Inspectors Training will make the final determination on dismissal and/or readmission.

FACILITIES AND EQUIPMENT

The National Professional Home Inspection Online Course is delivered asynchronously through a secure and proprietary Learning Management System (LMS). An internet connection is required. Please refer to our FAQ page at www.ahit.com/faq for a full list of requirements.

EDUCATIONAL PROGRAMS

National Professional Home Inspection Online Course

While Colorado does not require a license to work as a home inspector, the National Professional Home Inspection Online Course provides the training you need to start your career in home inspection. You will learn the entire home inspection process with a mix of engaging content and video footage of actual inspections, the key system components of a home inspection, plus business and marketing guides to help launch your home inspector career.

Program Objectives

- Identify professional responsibilities
- Recall items under property and building inspection site review
- Recognize proper ways to perform analysis of findings and reporting

Tuition - All prices are current as of publication date and subject to change

CO Professional Home Inspector Starter Package	Price
National Professional Home Inspection Online Course	\$495.00
A Practical Guide to Home Inspection, 4th Edition (eBook) ⁺⁺	\$105.00
Home Inspector Exam Prep Edge ⁺⁺	\$99.00
TOTAL	\$699.00

⁺⁺Nonrefundable

CO Professional Home Inspector Expert Package	Price
National Professional Home Inspection Online Course	\$495.00
A Practical Guide to Home Inspection, 4th Edition (eBook) ⁺⁺	\$105.00
Marketing & Operating a Successful Home Inspection Business, 2nd Ed (eBook) ⁺⁺	\$51.00
NHIE Prep Book Set (eBook) ⁺⁺	\$149.00
Home Inspector Exam Prep Edge ⁺⁺	\$99.00
TOTAL	\$899.00

⁺⁺Nonrefundable

Fees

The National Professional Home Inspection Online Course must be completed within 12 months of enrollment. The completion deadline may be extended for up to 18 months total for an extension fee of 20% of the current retail price of the course for each 30-day extension.

Length

The National Professional Home Inspection Online Course is 90 hours.

Number of Lessons

The National Professional Home Inspection Online Course contains 12 lessons.

Type of Instruction

The National Professional Home Inspection Online Course is delivered via asynchronous distance education.

CREDIT FOR PREVIOUS TRAINING, EDUCATION, OR EXPERIENCE

Credits earned from another institution cannot be combined with those earned through American Home Inspectors Training. AHIT does not guarantee the transferability of its credits to any other institution unless a written agreement exists with another institution.

REFUND POLICY

An applicant will receive a full refund if the applicant is not accepted by the school. An applicant will receive a full refund if the applicant withdraws within three days after signing the Enrollment

Agreement or making an initial payment if the applicant has not commenced coursework. The student may cancel the Enrollment Agreement at any time prior to midnight of the third business day after signing the Enrollment Agreement.

In the case of a student withdrawing after commencement of the National Professional Home Inspection Online Course, the school will retain a percentage of tuition, which is based on the percentage of number of lessons completed in the National Professional Home Inspection Online Course, as described in the table below. The refund is based on the official date of termination or withdrawal. No cancellation fees apply.

National Professional Home Inspection Online Course Refund Table

Student is entitled to upon withdrawal/termination	Refund
Within first 10% of program completed (Lessons 1 - 2)	90%
After 10% but within first 25% of program completed (Lessons 3 - 5)	75%
After 25% but within first 50% of program completed (Lessons 6 - 8)	50%
After 50% but within first 75% of program completed (Lessons 9 - 10)	25%
After 75% of program completed (Lessons 11 - 12)	0%

All refunds will be made within 30 days from the date of termination. The official date of termination or withdrawal of a student shall be determined in the following manner:

1. The date on which the school receives written notice of the student's intention to discontinue the program; or
2. The date on which the student violates published school policy, which provides for termination.
3. Should a student fail to return from an excused leave of absence, the effective date of termination for a student on an extended leave of absence or a leave of absence is the earlier of the date the school determines the student is not returning or the day following the expected return date.

The student will receive a full refund of tuition and fees paid if the school discontinues a program within a period of time a student could have reasonably completed it, except that this provision shall not apply in the event the school ceases operation. In the event the school ceases operation, the student shall be entitled to 100% of the prepaid, unearned tuition and fees at the time of closure unless a teach-out is available and accepted by the student. The policy for granting credit for previous training shall not impact the refund policy.

POSTPONEMENT CLAUSE

Postponement of a starting date, whether at the request of the school or the student, requires a written agreement signed by the student and the school. The agreement must set forth:

- a) whether the postponement is for the convenience of the school or the student; and,
- b) the deadline for the new start date, beyond which the start date will not be postponed.

If the course is not commenced, or the student fails to attend by the new start date set forth in the agreement, the student will be entitled to an appropriate refund of prepaid tuition and fees within 30 days of the deadline in accordance with the school's refund policy and all applicable laws and Rules concerning the Private Occupational Education Act of 1981.

STUDENT GRIEVANCE PROCEDURE

Students who have a grievance with the school may submit a complaint to:

Mbition LLC dba American Home Inspectors Training
5670 Greenwood Plaza Blvd, Suite 340W
Greenwood Village, Colorado 80111
Phone: 800.441.9411

Attempting to resolve any issue with the school first is strongly encouraged. Complaints may be filed by a student or guardian at any time online with the Division of Private Occupational Schools (DPOS) within two years from the student's last date of attendance or at any time prior to the commencement of training at <http://higher.ed.colorado.gov/dpos>, 303-862-3001.

Complaints or claims pursuant to §§ 23-64-121(4)(a) or 23-64-124, C.R.S., may be filed electronically with the Board through the Division's established process within two years after the student's last date of attendance at the school, or at any time prior to the commencement of training.

American Home Inspectors Training shall attempt to resolve internally filed or noticed student complaints promptly and fairly in accordance with the procedures stated in its grievance policy and shall not subject a student to punitive action because the student filed a grievance/complaint with the school or the Board.