

GENERAL MOTORS  
**ASEP**  
AUTOMOTIVE SERVICE EDUCATIONAL PROGRAM

**Automotive Service Educational Program**



# **Information Guide**



**INSTITUTE OF  
TECHNOLOGY**



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Oklahoma State University Institute of Technology  
 Automotive Service Educational Program

Contact Persons

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## **GM ASEP**

### **General Motors Automotive Service Educational Program**

#### What is GM ASEP?

The Automotive Service Educational Program (ASEP) is a cooperative two-year college level student technician-training program, which leads to an Associate in Applied Science with a major in Automotive Service Technologies. The School of Transportation & Heavy Equipment at Oklahoma State University Institute of Technology (OSUIT) administers the GM ASEP activities, working in close relationship with the Regional General Motors Training Center located in Dallas, Texas. GM ASEP is exclusively by and for General Motors and its Dealers.

#### What is the purpose of GM ASEP?

The purpose of GM ASEP is to upgrade the technical competency and professional level of incoming General Motors technicians. It will train GM ASEP students to analytically diagnose, service and maintain General Motors automotive products using recommended procedures, special tools, and service information. It will provide course content that will enable the successful graduate to advance in position after additional experience, and to understand new systems and components as they are introduced.

#### How does it work?

The two-year, six-semester program incorporates approximately one-half of the time designated for technical academic training at Oklahoma State University Institute of Technology. The remaining time is allocated for on-the-job experience at the sponsoring GM dealerships. Each block of technical training and general education course work is followed by an immediate dealership work experience time period, which reinforces the technical training. It is essential for the success of the program that the students' education at OSUIT and dealership work experiences be closely aligned for maximum student learning and retention.

Since considerable time is spent at the dealership, it is a requirement of the program that the student have a sponsoring General Motors dealership prior to enrollment. The primary responsibility for the dealership is to provide training-related employment for the student during his/her work experience periods.

All tuition, fees, textbooks, travel expenses and housing costs are the responsibility of the student. In addition to these costs, the student is required to purchase a prescribed tool set if he or she does not already have one.

## What subjects are studied?

The GM ASEP program consists of technical training on General Motors vehicles and components including the latest development in Engine Repair, Heating & Air Conditioning, Manual Drive Train & Axles, Suspension and Steering, Automatic Transmission/Transaxles, Brakes, Electrical Systems, and Engine Performance.

In addition to the technical curriculum, courses will be offered in areas such as Math, Composition/Technical Writing, Psychology, U.S. History, Government, Business, and Ethics to provide students with the background necessary for effective communication of ideas and the development of interpersonal skills.

## What is the purpose of the cooperative experience at the dealership (internship)?

The internship allows the student to apply (in a real world setting) what he/she has learned during the previous classroom session. In addition, the student becomes familiar with the dealership environment, its organizational structure, and the competencies that are expected of a professional service technician.

## What is required to qualify as a prospective GM ASEP student?

The prospective student must be:

- 18 years of age by the time of the first internship.
- High School Graduate or equivalent.
- Able to meet OSUIT and GM ASEP admission and academic requirements.
- Sponsored by a General Motors Dealer.
- Possess a valid Driver's license and maintain an employable driving record.
- Willing to take a drug test if requested by Dealer Sponsor.
- Sincere about becoming the best service technician he/she can be.



## Student Enrollment Procedures

The following list must be completed before you can be enrolled into the GM ASEP Program.

1. Complete OSUIT Application for Admission and submit to the Admissions Office along with ACT scores and all previous transcripts.
2. Complete the GM ASEP Application for Admission and submit to the GM ASEP faculty.
3. Complete the student assessment instrument known as **Accuplacer**. The Accuplacer assessment also may be available through other colleges and Technology Centers for your convenience. *(A score of 19 or higher on the ACT test in the areas of Reading, English, and Math will allow you to omit this step in the process.)*
4. Submit a current official driving record to the GM ASEP faculty. *(Available through any State Tag Agency for a fee of approximately \$25)*
5. Interview with the GM ASEP faculty and discuss the possible dealer sponsors in the geographical locations suitable for your needs. Allow the faculty to contact those dealers about possibly sponsoring you during the program.
6. Acquire an approved GM Dealer sponsor.
7. Submit a **General Motors GM ASEP Dealer Sponsorship Application** to the GM ASEP faculty.
8. After completion of the above items, contact the GM ASEP faculty to complete enrollment in the GM ASEP program.



## **"Lowest Student Debt in the West"**

A combination of affordable tuition, industry sponsorships, and paid internship opportunities has placed OSU Institute of Technology at the top of the 2017 list of the U.S. News "Best Colleges" for graduates with the least amount of debt in the West. In the latest rankings, OSUIT was also listed No. 5 in the Top Public Schools; No. 20 in Top Regional Colleges; and No. 7 in Best Ethnic Diversity rankings for the West Region.

## **Financial Assistance**

Students desiring to be a part of the GM ASEP program may have a need for financial assistance. Students involved in the program have the opportunity to earn while they learn during the dealership internship portion of the program. These earnings generally cover the costs incurred for living expenses during the internship.

Additional financial aid, through loans or grants, for tuition, books, tools, on-campus room and board, etc., may be available through various financial assistance programs. Students needing financial assistance are encouraged to complete the applications for financial aid as early as possible. Following application submittal, allow a 6-10 week period for processing. Early application assures availability of funds, if qualified, and allows the Financial Aid Office to prepare a realistic financial aid package.

**Information regarding financial aid may be obtained by calling the Financial Aid Office at (800) 722-4471 ext. 4684.**

Note: Tools required for the GM ASEP program are considered an educational expense and should be included in education costs when applying for financial aid.

# Estimated Cost per Semester

## 2021-2023 - Estimated Cost Per Semester

\$2,000.00 - \$3,900.00 Required Tools (dependent on manufacturer and tool box selected)

<b>Fall 2021 - Semester 1</b>	
\$1,159.00	Two Bedroom/One Bathroom Suite
\$150.00	\$150.00 single unit, \$500.00 family unit (refundable)
\$779.00	20 Meal Plan
\$2,956.85 ( <i>In-state Tuition Rate</i> )	Tuition & fees \$227.45/CH (13 credit hours)
\$400.00	Books (approximate per semester)
<b>\$5,444.85</b>	<b>Estimated total semester educational expenses</b>
<b>Spring 2022- Semester 2</b>	
\$1,159.00	Two Bedroom/One Bathroom Suite
\$779.00	20 Meal Plan
\$3,184.30 ( <i>In-state Tuition Rate</i> )	Tuition & fees \$227.45/CH (14 credit hours)
\$400.00	Books (approximate per semester)
<b>\$5,977.20</b>	<b>Estimated total semester educational expenses</b>
<b>Summer 2022- Semester 3</b>	
\$1,159.00	Two Bedroom/One Bathroom Suite
\$779.00	20 Meal Plan
\$3,639.20 ( <i>In-state Tuition Rate</i> )	Tuition & fees \$227.45/CH (14 credit hours)
\$400.00	Books (approximate per semester)
<b>\$5,822.30</b>	<b>Estimated total semester educational expenses</b>
<b>Fall 2022 - Semester 4</b>	
\$1,159.00	Two Bedroom/One Bathroom Suite
\$779.00	20 Meal Plan
\$3,184.30 ( <i>In-state Tuition Rate</i> )	Tuition & fees \$227.45/CH (14 credit hours)
\$400.00	Books (approximate per semester)
<b>\$5,522.30</b>	<b>Estimated total semester educational expenses</b>
<b>Spring 2023 - Semester 5</b>	
\$1,159.00	Two Bedroom/One Bathroom Suite
\$779.00	20 Meal Plan
\$3,866.65 ( <i>In-state Tuition Rate</i> )	Tuition & fees \$227.45/CH (17 credit hours)
\$400.00	Books (approximate per semester)
<b>\$6,204.65</b>	<b>Estimated total semester educational expenses</b>
<b>Summer 2023 - Semester 6</b>	
\$1,159.00	Two Bedroom/One Bathroom Suite
\$779.00	20 Meal Plan
\$3,866.65 ( <i>In-state Tuition Rate</i> )	Tuition & fees \$227.45/CH (17 credit hours)
\$400.00	Books (approximate per semester)
<b>\$6,204.65</b>	<b>Estimated total semester educational expenses</b>
<b>\$34,421.05</b>	<b>Estimated total educational expenses</b>



## Financial Aid Web Sites

### Financial Aid Searches:

Fastweb Financial Aid Search – [www.fastweb.com](http://www.fastweb.com)

College Board Scholarship Search –

[http://apps.collegeboard.com/cbsearch\\_ss/welcome.jsp](http://apps.collegeboard.com/cbsearch_ss/welcome.jsp)

### Grants and Scholarships:

FAFSA Express – [www.FAFSA.ed.gov](http://www.FAFSA.ed.gov)

Missouri Higher Education Loan Association (MOHELA) – [www.mohela.com](http://www.mohela.com)

Oklahoma Guaranteed Student Loan Program (OGSLP) – [www.ogslp.org](http://www.ogslp.org)

Oklahoma State Regents for Higher Education – [www.okhighered.org](http://www.okhighered.org)

Oklahoma Tuition Aid Grant (OYAG) – [www.otag.org](http://www.otag.org)

[www.collegefunds.net](http://www.collegefunds.net)

<http://www.wiredscholar.com/>

[www.freschinfo.com](http://www.freschinfo.com)

<http://scholarships.com/>

[www.mach25.com](http://www.mach25.com)

[www.nerdwallet.com](http://www.nerdwallet.com)

### General Information:

Direct Student Loan Coalition – <http://directstudentloancoalition.org>

National Association of Student Financial Aid Administrators –

[www.nasfaa.org](http://www.nasfaa.org)

National Council of Higher Education Loan Programs – [www.nchelp.org](http://www.nchelp.org)

The Financial Aid Information Page – [www.finaid.org](http://www.finaid.org)

U.S. Department of Education – [www.ed.gov](http://www.ed.gov)

**Second Half Start (89 Credit Hours)****Semester I**

GTGE 1111	College Cornerstone	1
PHIL 1213	Ethics	3
AUMG 1063	Intro to GM – Fundamentals	3
AUMG 1163	GM Automotive Electrical/Electronic Systems I	3
CS 1013	Computer Literacy & Applications	<u>3</u>
		13

**Semester II**

AUMG 1215	Internship I	5
MATH 2003	Business Math	3
AUMG 2533	GM Automotive Heating & A/C	3
AUMG 1273	GM Manual Drivetrain	<u>3</u>
		14

**Semester III**

ENGL 1113	Freshman Composition I	3
AUMG 1315	Internship II	5
AUMG 1293	GM Suspension & Steering	3
AUMG 1143	GM Automotive Brake Systems	<u>3</u>
		14

**Semester IV**

AUMG 2805	Internship III	5
AUMG 1123	GM Automotive Engines	3
AUMG 2583	GM Automotive Engine Performance	3
HIST 1493	U.S. History Since 1865	<u>3</u>
		14

**Semester V**

AUMG 2545	Internship IV	5
SPCH 1113	Introduction to Speech	3
POLS 1113	U.S. Government	3
AUMG 2523	GM Automatic Transmission/Transaxle	3
AUMG 1303	GM Automotive Electrical/Electronic Systems II	<u>3</u>
		17

**Semester VI**

AUMG 2905	Internship V	5
BADM 1113	Introduction to Business	3
PSYC 1113	Introductory Psychology	3
AUMG 2653	GM Automotive Diesel Systems	3
AUMG 2683	GM Capstone	<u>3</u>
		17

## OSUIT GM ASEP Tool List

¼" Drive ratchet	3/16" pin punch
¼" Deep socket set / 4 – 15mm (6pt)	3/8" starter punch
¼" Shallow socket set / 4 – 15mm (6pt)	7/16" starter punch
¼" Drive extension / 2" & 4"	3/8" flat chisel
¼" Drive universal joint	1/2" flat chisel
3/8" Drive ratchet	5/8" flat chisel
3/8" Drive breaker bar	Gasket scraper
3/8" Drive universal joint	Magnetic pocket pick-up tool
3/8" Drive extensions / 3, 4, 8, & 11"	2" x 3" hinged mirror
3/8" Drive 5/8" spark plug socket	Brake shoe adjusting tool
3/8" Drive shallow socket set / 8 – 19mm (6pt)	Brake shoe hold-down spring removal tool
3/8" Drive deep socket set / 8 – 19mm (6pt)	Brake spring pliers
3/8" Drive Torx driver set / T15 – T55	Feeler/gap gauge set
3/8" Drive Hex socket driver set / 4 – 14mm	Tire core & stem tool
½" Drive ratchet	10 – 50 psi tire gauge
½" Drive breaker bar / 18"	Angled air chuck
½" Drive to 3/8" impact socket adapter	Blow gun
½" Drive extensions / 5" & 10"	Utility knife
½" Drive shallow impact socket set / 10 – 24mm	Hacksaw
Combination wrench set / 6 – 24mm (12pt)	Oil filter wrench / 2 7/8" to 3 ¼", 3 ½" to 3 7/8"
Flare nut wrench set / 9 – 21mm	Tape measure / 10 or 12'
Screwdriver set /	Fender cover
Flat tip (1/4" x 4", 3/16" x 6", 5/16 x 10", & 3/8"x 13")	Safety glasses
Phillips (#1 x 6", #2 x 3", & #2 x 8")	
8" pry-bar	Optional tools (Recommended)
18" pry-bar	¼" Drive shallow socket set (6pt) / 3/16" to 9/16"
24oz ball peen hammer	3/8" Drive shallow socket set (6pt) / 3/8" to 7/8"
24oz dead blow hammer	3/8" Drive deep socket set (6pt) / 3/8" to 7/8"
12" adjustable pliers	Combination wrench set (12pt) / 3/8" to 1"
7" regular pliers	Flare nut wrench set / 3/8" to 7/8"
7" needle nose pliers	3/8" Drive 13/16" spark plug socket
7" diagonal cutters	Ratcheting screwdriver set
3/16" center punch	L-shaped hex wrench set
3/32" pin punch	
5/32" pin punch	

Students are required to have a basic hand tool set for use at school and at the dealership.

It is recommended that you check with the instructor before you purchase items such as a DVOM, test light, or terminal test kit because these course specific items will be available through the campus bookstore.



## 2021 GM ASEP Course Master

ASE Category	STC Course #	Course Title
<b>A1</b>	<b>Engine Repair</b>	
	Prerequisite Student	*** All WBT's assigned to this training path - see latest STS
	Embedded	16043.52D-R2 Engine Mechanical Diagnosis & Measurement
	Embedded	16043.52H-R2 Engine Mechanical Diagnosis & Measurement
	Embedded	16440.20D Engines: New and Updates
<b>A2</b>	<b>Automatic Transmissions/Transaxles</b>	
	Prerequisite Student	*** All WBT's assigned to this training path - see latest STS
	Embedded	17041.56D1 Automatic Transmission Operation, Diagnosis and Service 1
	Embedded	17041.56D2 Automatic Transmission Operation, Diagnosis and Service 2
	Embedded	17041.56H Automatic Transmission Operation, Diagnosis and Service
	Embedded	17440.15D Transmissions; New and Updates for 8L90
<b>A3</b>	<b>Manual Drivetrain &amp; Axles</b>	
	Prerequisite Student	*** All WBT's assigned to this training path - see latest STS
	Embedded	13042.14D1 Noise, Vibration & Harshness 1
	Embedded	13042.14D2 Noise, Vibration & Harshness 2
	Embedded	13042.14H Noise, Vibration & Harshness
	Embedded	13042.13V PicoScope NVH Diagnostic Overview
	Embedded	14041.18H Propshaft and Rear Axles Operation, Diagnosis and Service
	Embedded	14043.17D Passenger Car AWD/FWD Operation, Diagnosis and Service
	Embedded	14043.25D Truck AWD/4WD Operation, Diagnosis and Service
	Embedded	14043.25H Truck AWD/4WD Operation and Diagnosis.
<b>A4</b>	<b>Steering &amp; Suspension</b>	
	Prerequisite Student	*** All WBT's assigned to this training path - see latest STS
	Embedded	13042.13V PicoScope NVH Diagnostic Overview
<b>A5</b>	<b>Brakes</b>	
	Prerequisite Student	*** All WBT's assigned to this training path - see latest STS
	Embedded	15045.18D GM Braking Systems
	Embedded	15045.18H GM Braking Systems
<b>A6</b>	<b>Electrical Systems</b>	
	Prerequisite Student	*** All WBT's assigned to this training path - see latest STS
	Embedded	16048.30HR2 Global Diagnostic Systems (GDS) 2
	Embedded	18044.20D1-R2 GM Global Electrical Systems Session 1
	Embedded	18044.20D2-R2 GM Global Electrical Systems Session 2
	Embedded	18044.22V Diagnostic Strategy for Data Communication
	<b>Embedded</b>	18043.07H-R2 Elec/Elec Terminal and Connectors
	<b>Embedded</b>	18044.20H GM Global Electrical Systems

<b>A7</b>	<b>Heating &amp; Air Conditioning</b>		
	Prerequisite Student	***	All WBT's assigned to this training path - see latest STS
	Embedded	11044.05D – R2	HVAC Systems and Operation
	Embedded	11044.05H	HVAC Systems and Operation
	Embedded	11045.07V	R1234yf A/C System Service Equipment
<b>A8</b>	<b>Engine Performance</b>		
	Prerequisite Student	***	All WBT's assigned to this training path - see latest STS
	Embedded	16044.21D1	Engine Performance
	Embedded	16044.21D2	Engine Performance
	Embedded	16044.21D3	Engine Performance
	Embedded	16044.21H	Engine Performance
	Embedded	16044.20D	Spark Ignited Direct Injection (SIDI) Fuel Injection System
	Embedded	16050.12D1	Camshaft Actuator System & AFM Session 1
	Embedded	16050.12D2	Camshaft Actuator System & AFM Session 2
<b>ALL</b>	<b>Emerging Issues</b>		
	Prerequisite Student	***	All EI's for latest STS
<b>ATV</b>	<b>Advanced Technology Vehicles</b>		
	OPTIONAL	***	All WBT's assigned to this training path - see latest STS
	Embedded	18078.00D1	Hybrid Diagnosis & Repair – Session 1
	Embedded	18078.00D2	Hybrid Diagnosis & Repair – Session 2
	Embedded	18445.01D1	Two-mode Hybrid Diagnosis and Repair
	Embedded	18445.01D2	Two-mode Hybrid Diagnosis and Repair
<p><b>* Students are required to take all current WBT in STS training (except Diesel and Advanced Technology courses) path PLUS 100% Fundamentals area PLUS 100% Emerging Issues STS for the Graduation Year. All VOD, VCT and VCTOD listed as Prerequisite Student are also required to be completed. * NOTE: This list may be updated each calendar year; the Graduation Year IAGMASEP Standards Document needs to be referenced to ensure the most accurate list which reflects the current STS.</b></p>			
<p><b>** Some courses appear in multiple training paths, but were only included in the "primary" path so that there was not duplication in the Student Progress Chart.</b></p>			

Please note: An update is in process in regard to all courses listed above. The courses listed are 2017 courses.

**General Motors Automotive Service Educational Program  
Dealership Sponsor Agreement  
OSUIT**

**Dealership Name:** \_\_\_\_\_  
**Management Contact:** \_\_\_\_\_  
**Management Title:** \_\_\_\_\_  
**Student Name:** \_\_\_\_\_

Three participants in this Cooperative Education venture will cooperate to determine the learning objectives toward which the student will work. Each semester a student enrolls in Cooperative Education; it is necessary that new learning objectives be identified.

Achievement of the objectives will be the basis for the credit and grade which will be earned for work experience. The instructor/coordinator will visit with the student and the evaluating supervisor on the job site each semester. The supervisor is asked to assist with the evaluation of the student performance within the guidelines established by the firm relating to such activities. The instructor/coordinator determines the student's final grade.

Our dealership agrees to sponsor the student named above in the General Motors Automotive Service Educational Program at OSUIT beginning \_\_/\_\_/\_\_\_\_. This student has met all of our dealership employment requirements and is ready to begin training at the dealership at a time agreed upon by both of us.

Additionally, we agree to be responsible for the following:

- ◆ Appoint an in-dealership management contact to work with the college coordinator and to direct the work experience.
- ◆ Appoint an in-dealership lead technician to help mentor the student to full productivity level and to supervise the work experience.
- ◆ Agree to pay the student a salary commensurate with the recommended salary scale during periods of dealership coordinated work experience; currently \$\_\_\_\_\_/hour for the first semester and an additional \$\_\_\_\_\_/hour for each additional semester.
- ◆ Agree, within the dealership company policy, to pay the cost of the ASE exam(s) taken by the student each semester.
- ◆ Provide the student employee with work uniforms at no cost to the student for the duration of the training program (both classroom and co-op periods).
- ◆ Provide in-dealership coordinated work experience in accordance with the program schedule for the duration of the curriculum.
  - First semester – GM Fundamentals and Electrical\Electronics
  - Second semester – HVAC and Manual drive train/Differentials
  - Third semester – Brake Systems and Steering Suspension
  - Fourth semester – Automotive Engines and Engine Performance
  - Fifth semester– Automatic Transmission/Transaxles and Electrical- Electronics Systems
- ◆ Provide related work experience that supplements the student's most recent college instruction outlined in each cooperative work experience course syllabus including:
  - Full time (40 hours/week) work on course objectives
  - Pay for 16-hour seminar training

\_\_\_\_\_  
Management Signature

\_\_\_\_\_  
Student Signature

**General Motors Automotive Service Educational Program**  
**OSUIT**  
**Student Responsibilities Agreement**

**College Name:** \_\_\_\_\_  
**GM ASEP Coordinator:** \_\_\_\_\_  
**Student Name:** \_\_\_\_\_  
**Date:** \_\_\_\_\_

Program Overview

The GM ASEP process streamlines the path to becoming a certified service technician to only two years. Students alternate between formal classroom training and hands-on work experience at a GM dealership or AC Delco PSC. Instructors are trained on the latest GM automotive technology. Students learn to identify, analyze and solve problems. Theory and practical application come together as students spend time working on current vehicles.

- ◆ The GM ASEP program teaches on current GM products.
- ◆ The program allows students to alternate between attending college/university and working at a sponsoring GM dealership, GM Fleet account, AC Delco PSC service center or approved affiliate for approximately two years.
- ◆ All GM ASEP colleges/ universities are Automotive Service Excellence/National Automotive Technicians Education Foundation (ASE/NATEF) certified, ensuring that training meets or exceeds industry standards.
- ◆ GM provides instructor training on the latest technology.
- ◆ GM provides new vehicles, training components, and training aids for students to work on and learn from in a closely supervised and structured environment.
- ◆ General theory and basic information are applied. Students learn how to identify, analyze and solve problems. Theory and practical application come together as students spend time working on current model year vehicles.

Student Responsibilities

- ◆ Student must meet all college/university eligibility requirements into the degree program and intend to complete all academic and technical courses as required.
- ◆ Student must have and maintain a GM Dealership, GM Fleet account, AC Delco PSC, or affiliate sponsor by the first day of class and throughout the program (the college will assist students in securing sponsors).
- ◆ Student is required to meet personal protective equipment requirements of the school.
- ◆ Student must meet employment requirements for the company they will work for including valid driver's license and drug testing where required.
- ◆ Students are responsible for all program costs, including tuition, fees, books and tools.
- ◆ The student understands that once they are accepted into the GM ASEP program they are required to make progress toward earning a degree in a timely manner.
- ◆ Student acknowledges and agrees that his/her academic performance will be reviewed periodically by the program faculty and the dealership contact.
- ◆ Student understands that his/her continued participation in the program is determined, in part, by the periodic performance evaluations.

The prospective GM ASEP Candidate has read this document and agrees to adhere to all responsibilities to ensure success as a graduate of the GM ASEP program.

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Student Signature

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GM ASEP Coordinator Signature





**Acknowledgement of Program Requirements:**

**I acknowledge that I am required to have an approved industry sponsor to complete my program of study. I also understand I must possess a valid driver's license and will need to maintain an employable driving record.**

**Printed Name**

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**Signed**

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Fall 2021