

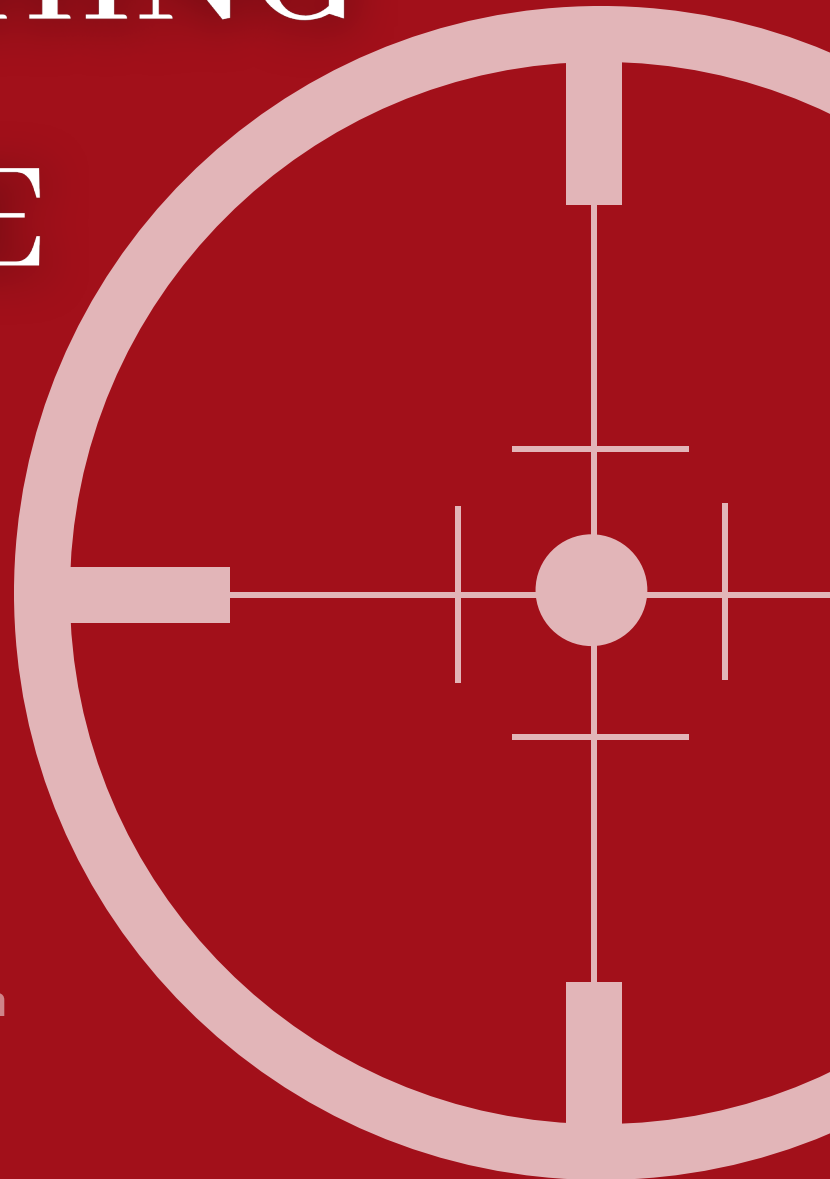
COURSE CATALOG



AMERICAN  
GUNSMITHING  
INSTITUTE

2021

AMERICANGUNSMITHINGINSTITUTE.NET  
351 SECOND STREET, NAPA CA 94559



# American Gunsmithing Institute School Catalog 2021

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## MISSION STATEMENT

*The American Gunsmithing Institute exists to provide firearms enthusiasts with the knowledge needed to keep their guns in safe and top-notch condition, maximizing their shooting experience and potential in a way that preserves the art of gunsmithing and ensures that the rights of the people to keep and bear arms shall not be infringed.*

## INSTITUTE PURPOSE AND OBJECTIVE STATEMENT

*The American Gunsmithing Institute is determined to develop the next generation of professional Gunsmiths. Through comprehensive instruction by professionally recognized faculty, we ensure each student explicitly understands the theory behind their discipline. We teach firearms design, function, repair theory and systems of operations, with the objective to develop the critical thinking skills and technical competency needed to safely analyze issues and apply the appropriate solution. We do this by continually assessing and improving our curriculum and our services in order to provide the best learning experience for our students. We embrace self-paced distance learning as a primary vehicle for learning the theory of gunsmithing. It is our intent to enrich our students with practical knowledge that will empower them to become responsible, professional Gunsmiths in the workplace.*

## OPPORTUNITIES IN GUNSMITHING

### The Gunsmithing Market

A tremendous market for gunsmiths exists that is often overlooked, with more than 70 to 80 million firearms owners in the U.S. According to the National Rifle Association (NRA), more than 40% of households own a firearm! These firearms owners have over 500,000 million firearms including all types. The firearms-bearing market includes hunters, sport shooters, law enforcement professionals, collectors and the booming self-defense market.

With new, restrictive gun laws making it harder to buy new guns, gun owners need a professional to keep their guns in good working order. All this adds up to a tremendous opportunity for trained, competent gunsmiths. In fact, there are probably *thousands* of firearms within a few miles of where you live. If you maintained just a fraction of those, you'd be busier than you could ever imagine.

## AUTHORIZATION AND DISCLOSURES

- The American Gunsmithing Institute is a private proprietary institution and approved to operate by the California Bureau for Private Postsecondary Education. Approval to operate means the Institution is compliant with the minimum standards contained in the California Private Postsecondary Education Act of 2009 (as amended) and Division 7.5 of Title 5 of the California Code of Regulations.

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- This Institute provides a current copy of the School Catalog to all prospective students, either in writing by mail or electronically by email, prior to enrollment. The School Catalog is updated at least once per year and whenever changes to policies are made. The most current version is available on the school website: [www.americangunsmithinginstitute.net](http://www.americangunsmithinginstitute.net).
- As a prospective student, you are encouraged to review this catalog prior to signing an enrollment agreement. You are also encouraged to review the School Performance Fact Sheet, which must be provided to you prior to signing an enrollment agreement.
- Students are required to be high school graduates (or equivalent) and must provide the Institution with a copy of their high school diploma or transcript prior to enrollment.
- The American Gunsmithing Institute does not grant any form of college credits or degrees. This Institute offers a self-paced program of Distance Learning instruction developed and taught by qualified trade professionals. Upon satisfactory completion of this Institute's courses of study the student is issued a school Certificate of Course Completion, signifying a strong academic based knowledge they can use to be employed or self-employed as a gunsmith.
- This Institute offers a Distance Education-Correspondence Course where the video instruction is offered on a set of DVDs. Classes are not offered in real time. The Institute shall transmit the first lesson and any materials to a student within seven (7) days after the Institution accepts the student for admission. The Institution uses an online learning management system which provides instant feedback when possible or within 24 hours to students on lessons and projects upon taking quizzes and tests online. Students also have phone access to Student Advisors and faculty when needed. Written feedback on lessons, projects, quizzes and tests will be provided within 14 days of receipt by mail.
- The Institute teaching method teaches basic and advanced gunsmithing theory and measures outcomes by testing students with online exams. Detailed techniques are demonstrated for them on the videos and the students will be tested on the step-by-step actions. Students must pass online tests with 80% or better. Three attempts are allowed. If a student fails the third attempt, s/he must contact their Student Advisor or AGI's Technical Services Manager and review the course material before retaking the test. Because this is a self-paced course, students are encouraged to reach out for support by phone or email when needed. Our technical support staff and/or instructors will provide a response immediately, if possible, during business hours and typically within 24 hours, Monday – Friday. Messages left by phone or sent via email over the weekend will be answered on the next available business day.
- This Institute does not have a pending petition in bankruptcy, is not operating as a debtor in possession, has not filed a petition within the preceding five years and has not had a petition in bankruptcy filed against it within the preceding five years that resulted in reorganization under Chapter 11 of the United States Bankruptcy Code (11 U.S.C. Sec. 1101 et seq.).
- Any questions a student may have regarding this catalog that have not been satisfactorily answered by the institution may be directed to the Bureau for Private Postsecondary Education at 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA, 95833, [www.bppe.ca.gov](http://www.bppe.ca.gov), toll-free telephone number (888) 370-7589

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or by fax (916) 263-1897.

- A student or any member of the public may file a complaint about this institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 or by completing a complaint form, which can be obtained on the Bureau internet web site: [www.bppe.ca.gov](http://www.bppe.ca.gov).
- This Institute does not accept credits earned at any other institution or through challenge examinations, achievement tests and experiential learning, and it has not entered any agreement with any other institution for such transfers or challenge examinations. American Gunsmithing Institute has not entered into an articulation or transfer agreement with any other college or university.
- This institution does not admit students from other countries, and does not vouch for student status and/or any associated charges. This institution does not offer visa services to prospective students from other countries or English language services. The institution does not offer English as a Second Language instruction. All instruction occurs in English. English language proficiency is documented by:
  - the admissions interview; and
  - receipt of prior education documentation as stated in the Admissions Policy.
- American Gunsmithing Institute does not accept *Ability to Benefit* students.
- This Institute is not accredited by an agency recognized by the United States Department of Education (USDE), and this Institute's students are not eligible for federal financial aid programs.
- This Institute is recognized as a non-accredited program which meets the requirements of 38 USC §3676 and 38 CFR 21.4254 and accepts students through third-party authorizing agents of the State Compensation Insurance Fund, Workforce Investment Act (WIA) and Title 38, Chapter 31. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds. However, This Institute does not participate in those state or federal financial aid programs which require accreditation such as Title IV.
- If a student of this Institute obtains a loan to pay for one of this Institute's educational courses, the student will have the responsibility of repaying the full amount of the loan plus interest less the amount of any refund. Further, if the student has received Federal Student Financial Aid, they are entitled to a refund of the monies not paid from Federal Student Financial Aid funds.
- It is not a requirement in the state of California to obtain a Gunsmithing Certificate through this Institution in order to practice gunsmithing. However, possessing a Gunsmithing Certificate will demonstrate a proven level of competence.
- A Federal Firearms License (FFL) and state licenses are required to operate a gunsmithing business. To obtain and FFL license requires the following procedures:



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Once an individual has decided to make an application for a federal firearms license (FFL), applicants send their completed application to the ATF post office box listed on the application form, ATF Form 7 – Application for License (FFL). The application must be accompanied by the proper application fee. Once the application fee is processed, the FFLC will enter the applicant’s information into its database and commence a full review of the application and supporting materials, including fingerprint cards and photographs. The FFLC will review the fingerprint cards the applicant submitted for clarity and, as required by law, will then conduct an electronic background check on all the “responsible persons” identified on the individual’s application. ATF defines a responsible person as a sole proprietor, partner, or anyone having the power to direct the management, policies, and practices of the business as it pertains to firearms. In a corporation this includes corporate officers, shareholders, board members, or any other employee with the legal authority described above.

The FFLC will then send the applications for new licenses to the nearest ATF field office having responsibility for the area in which individual’s business is located. The field office supervisor will issue an assignment to an Industry Operations Investigator (IOI) who will conduct an in-person interview with the applicant. The IOI will discuss Federal and State and local requirements with the applicant, and go over the application with them to ensure the information is correct and current. The IOI will then prepare a report of his/her interview, the inspection and make a recommendation to either issue the applicant the license or deny the application. Some reasons for denial may include failure to comply with State or local law (such as zoning ordinances), evidence of previous willful violations of the Gun Control Act, or falsification of the application.

The field office supervisor will also review the report and then submit his/her recommendation to the FFLC. Assuming that all background checks have been completed and the business address and proposed business operations are in compliance with State and local law, the FFLC will complete the application processing and issue the applicant a license. [This will take approximately 60 days from the time the individual’s application was first received and if the application submitted was completely and correctly filled out.] For more information visit: The Department of Justice’s Bureau of Alcohol, Tobacco, Firearms and Explosives [www.atf.gov](http://www.atf.gov).

- This Institute offers distance-learning courses; classes are not taught on campus. Students participate in their instructional course at a location of their choice, interacting with the school and faculty via email, telephone, fax and mail.
- This Institute offers distance-learning courses and, therefore, does not assume responsibility for student housing, does not have dormitory facilities under its control, nor does it offer student housing assistance. According to rentals.com for Napa, CA rental properties start at approximately \$1, 100 per month.

## **AUTHORIZATION AND DISCLOSURES (continued)**

- This Institute does not have residential learning facilities. All courses taught at this Institute are through distance learning on DVDs. This Institution offers distance-education courses where the instruction is not offered in real time.
- Distance-Education Course Equipment and System Requirements:

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- For viewing DVDs, students will need a functioning DVD player and monitor for viewing the videos.
- For online testing, students will need an email account and web browser.

AGI courses are theory based to teach design, function and repair of firearms. Therefore, no tools are required to pass online tests or receive certification. Students are tested on their knowledge of design, function and operation systems and their capacity for analyzing issues and applying solutions. Students who wish to practice skills on their own, would benefit from having on hand a variety of screwdrivers and small hammers.

AGI Enhanced Master Class includes a Tool package in the price of the course to be used within that course specifically.

- AGI encourages students to learn in sequential order starting with Disc 1 and playing each one from beginning to end. AGI courses are designed for students to study at their own pace and as frequently as necessary to ensure concepts are understood. All students enrolled in any Gunsmithing course receives the AGI Professional Gunsmithing Course Curriculum and Video Index which gives students a guide to the disc number and time locations of specific subjects. Upon completion of the course and certification, the Video Index serves as an ongoing reference for the student's future use.
- This Institution shall transmit results of any online student testing immediately upon electronic submission, and any certificates to be awarded for passing grades will be issued within 10 days.
- This Institute does not provide library resources and we do not have a library facility. Students are provided with complete instructional content and reference materials needed to complete the learning objectives included in their course of study. Students can access the Internet or public libraries for additional resources should they want to enhance their educational experience, but additional reference materials are not required to successfully complete their course of study.
- American Gunsmithing Institute's administrative facilities are located at 351 Second Street, Napa, California, 94559; west of the St. Helena Highway (29) in the heart of the Napa Valley. The facilities are approximately 2,500 square feet with offices for finance, administration, admissions and student services conducted by telephone, fax, regular mail and email. Students do not come to the Institute's premises to participate in its distance-learning courses. All student records are securely kept at this site as well as electronically. The facilities and equipment fully comply with all federal, state and local ordinances and regulations, including requirements for fire safety, building safety, handicapped access and health.

## **Professional Gunsmithing Level I Course**

168 Instruction Hours—Self-Paced ♦ Length: Thirty-two (32) Months or less ♦ No Prerequisites

US Dep. of Labor Job Classification Code: DOT 632.281.010 Gunsmith

### **Course Objectives**

Upon completion of this course the student will be able to analyze problems encountered in common firearms, including Handguns, Shotguns, Rimfire and Centerfire Rifles, being able to identify the failure points with feeding, lock-up, extraction and ejection, firing, safeties and other mechanical aspects, with the knowledge to then make the appropriate repairs. Students will have the knowledge to demonstrate work ready skills. Note: hands-on or on the job training may still be required.

### **Course Description**

This course will teach you the fundamentals of gunsmithing and prepare you to start a career as a professional gunsmith. The Professional Gunsmithing Level I Course includes 108 hours of detailed, step-by-step video instruction by Master Gunsmith Robert (Bob) Dunlap on DVD. The course is divided into five sections: Introduction to Gunsmithing, Pistols and Revolvers, Shotguns, .22 Rimfire Rifles and Centerfire Rifles (see complete Professional Gunsmithing Course Curriculum in this catalog). We also include the following video material along with Level I:

### **Making Glocks Rock**

In this course, we cover all the types of trigger modifications available by switching parts, using aftermarket parts, and even by modifying the factory originals. We review all the sights available for Glocks, detailing the differences between competition and combat style sights. We show dozens of sighting options explained and honestly evaluated along with the installation of several sights, including laser and night sights.

We show you how to install extended magazine releases and slide stops and make them work even more effectively. We cover all aftermarket recoil spring and guide rod combinations, while explaining why and when to use them. After reviewing a myriad of different magazine and grip accessories, we show you how to combine them to tailor the pistol and then cover aftermarket barrels and barrel fitting with great detail.

We show you how to convert your Glock pistol to another caliber or enhance the accuracy. We cover step-by-step how to get the most accuracy out of your Glock, as well as showing you several caliber conversions including a .22 caliber conversion and even how to make your Glock into a rifle using the kit from Mech Tech. (3.5 hours.)

### **Custom Barreling Bolt Action Rifles**

Using a Remington 700 action, Darrell Holland takes you through the complete process of custom re-barreling. After watching this course, you will understand everything you need to know to complete your re-barreling project from lathe set-up to final installation and fitting (even how to install a muzzle brake).

We start with choosing the right type of barrel for your application, and then we show you how to use the lathe to true the receiver and machine the lugs to create maximum contact for smooth but tight lock-up. We de-mystify the simple process of how to put a proper crown on a barrel and show you how to size, select and install a muzzle brake. Throughout the course, we also discuss safety issues so you understand the tolerances required as you build a safe, reliable and barreled action. (2 hours.)

## Professional Gunsmithing Level I Course (continued)

### **Glass Bedding Rifle Stocks for Accuracy**

This is a definitive how-to instructional course on step-by-step glass bedding. By following our methods, you will greatly enhance the performance of your rifle. We cover all types of stocks including wood, composite or plastic. The secrets of accuracy are explained along with tips on strengthening your stock. (2 hours.)

### **Selecting, Understanding and Buying Pistol and Rifle Scopes**

More than 100 minutes of fast-moving detailed information that will help you make an informed choice and save money by getting the most for your dollar. Numerous questions are answered such as: *What is the best reticule type for you? What do you look for in construction and optics? How do you distinguish quality from junk – regardless of price?* Dozens of models and types from various manufacturers are featured and explained. And, it includes proper mounting techniques. (1.5 hours.)

### **Building the Ultimate 1911 Pistol – A 3-Volume Course on 4 DVDs**

The "Building the Ultimate 1911 .45 Auto" series in a three-volume set, with each one covering how to build a different purpose pistol and each expanding on the previous volume.

- Volume 1 gives you the information you need to convert your pistol into the Ultimate "Carry Gun" and covers tuning, barrels, accurizing, trigger jobs, sights, and installation of numerous custom features.
- Volume 2 takes you through the entire process of building a custom pistol from a frame and slide kit.
- Volume 3 provides you with everything you need to know to build a \$2,500 Hi-Capacity Competition pistol from the ground up for pennies on the dollar.

The entire three-volume set contains more than 12.5 hours of insider information and is taught by Master Pistolsmith and competitive shooter Gene Shuey.

### **Super Tuning the Factory Rifle**

In this course, Darrell Holland will show you how to cut your group sizes in half or more by improving the rifles function using existing parts and by employing the techniques of custom gun makers that you can do yourself. Save big bucks by *saving* your existing barrel by recrowning, setting back and re-throating the chamber. When to do cryo work and stress relieving of the barrel and when to avoid it is explained. Also, how to add a heavy pinned recoil lug, blueprinting the action and lapping the lugs, bedding for 100% contact and all the details of perfect stock fit. Everything that you need to know to tune up your factory rifle is covered in this course. Although most applicable to the Remington 700 and Winchester Model 70 rifles, which are covered in detail, many of the techniques can be applied to numerous other models as well. (3.5 hours.)

### **Building the Custom Mauser Rifle**

American Gunsmithing Institute's Master Gunsmith Gene Shuey shows you each step, from removing old parts, to installing and head spacing a new barrel. You will see a solid old military Mauser 398 transformed into a classic hunting rifle. We provide you with a thorough discussion and identification of Mauser actions, and then we teach you each of the following steps:

## Selecting actions:

- Removing the old hardware and barrel from the action using a barrel vise
- Selecting barrels, considerations
- Installing, reaming and head spacing a barrel
- Muzzle brake installation
- Custom floor plate installation
- Bolt handle modifications
- Installing sights and soldering
- Selecting a stock in-letting and contouring the stock
- Basic checkering concepts
- Stock refinishing concepts
- Triggers
- Slings
- Custom accessories

## **FFL Gunsmithing Starter Kit**

You'll receive the vital information you need to become a Federal Firearm License (FFL). This will give you access to restricted parts, and you can even offer extra services like buying and reselling firearms. The kit also comes with gunsmith logs, 50 repair tags and a repair invoice book, along with sources to order more supplies as needed. We also include a CD with a recording from an earlier teleseminar answering many questions about getting your FFL.

## **A Fully Indexed Video Reference Guide**

With this guide, you can instantly access needed information anywhere in the video course. This will not only help you with the course but will also be extremely valuable to you when you need to make a specific repair. You will be able to locate any part of the training, specific repair or troubleshooting on more than 136 makes and models of firearms almost instantly.

## **Technical Reference Manuals**

These manuals contain detailed exploded drawings, diagrams and parts list of hundreds of different makes and models of firearms. You will use these manuals daily as you make repairs, order parts and run your business.

## **American Gunsmithing Institute's Oil Mat**

This oil mat is specially constructed for the American Gunsmithing Institute and treated to prevent oils and solvents from penetrating through and ruining your table or shop bench. You'll find it extremely useful in your day-to-day gunsmithing activities.

## **Testing and Certificate Requirements**

When you complete each of the 5 segments in the Professional Gunsmithing Level I Course (Introduction to Gunsmithing, Pistolsmithing, Shotguns, .22 Rimfire Rifles and Centerfire Rifles), you will take an examination to test your knowledge. When you pass each exam with a score of 80% or higher, you will pass that portion of the course and receive a Certificate of Completion.

## **Professional Gunsmithing Level II Course**

197 Instruction Hours—Self-Paced ♦ Length: Thirty-four (34) Months or less ♦ No Prerequisites

US Dep. of Labor Job Classification Code: DOT 632.281-010 Gunsmith

### **Course Objectives**

Upon the completion of this course, students will learn skills of machining; using a Lathe, Mill and other General Shop equipment, along with the skills of Metal Refinishing, Spring making, Metal Heat-treating, Custom rifle building and accuracy enhancement with the tuning of Advanced Trigger Systems. Students will have the knowledge to demonstrate work ready skills. Note: hands-on or on the job training may still be required.

### **Course Description**

This course will teach you the fundamentals of gunsmithing and prepare you to start a career as a professional gunsmith. (DOT 632.281.010 - Gunsmith) The Professional Gunsmithing Level II Course includes everything that is in Level I PLUS you will also get the complete Machine Shop Course (see course details on Page 24) with materials and shop manuals, as well as the following videos:

### **Trigger Jobs and Systems**

This advanced course will expand your understanding of how trigger systems function. Bob Dunlap will take you step-by-step through 14 major types of trigger systems that represent the majority of all systems utilized in most firearms. Extensive detail is given on each system using large mock-ups to clearly represent how each system works, along with a discussion and examples of other firearms that use the same or very similar systems. In addition, a *hands-on* trigger job is performed on each specific model covered. The triggers course is 8 hours in length and is fully indexed to help you locate the section you need fast.

### **Professional Metal Finishing and Hot Caustic Bluing**

Four hours of exclusive instruction that clearly explains and demonstrates with comprehensive instruction everything that you need to know to professionally refinish firearms. Whether you want to add bluing to your services offered, want to refinish your own guns or just want to possess this knowledge, this course will help you achieve consistent success. Every step is explained and shown to you in step-by-step detail. It covers detailed metal preparation; tank set up and mixing processes. Dozens of tips and techniques are revealed, many for the very first time.

### **Slow Rust and Nitre Bluing**

Many of the finest guns in the world are blued using this process, and it is mandatory for soft soldered double guns. A professionally done finish using these methods will fetch \$300 and more. In the past, this information has been limited to a handful of gunsmiths. In 3 hours, Gene Shuey reveals step-by-step little known secrets. After mastering the metal preparation process from the metal finishing course mentioned above and using the techniques you learn in this course, you will be able to offer these profitable services. (3 hours.)

### **Pillar Bedding Techniques**

Master rifle maker Darrell Holland will provide you with more than two hours of video instruction, taking you through the process of pillar bedding to improve a rifle's accuracy. Currently, there is a huge demand for building varmint and tactical rifles. (2 hours.)

## **Professional Gunsmithing Level II Course (continued)**

### **A Day at the Bench with Bob Dunlap**

We take you through a day working with Bob Dunlap. You will see him diagnose problems, check his theory, complete repairs and test the fix to make sure the problems are resolved. The experience will enhance your efficiencies and competencies immensely. (4 hours.)

### **Stock Refinishing**

American Gunsmithing Institute's exclusive video covers the step-by-step process in detail, showing you how to strip off the old finish, fill or fix dents and scratches, sand and fill the grain, special techniques for getting the proper color stain and the proper way to apply and treat the finish. All of the simple tools and materials that you will need are readily available, and everything is explained in detail. If you properly follow the American Gunsmithing Institute's method, your rifle or shotgun will look like it was refinished by an expert. (2 hours.)

### **How to Heat Treat Carbon Steels and Alloys and Case Hardening Metal Parts**

Every gunsmith needs to know how to treat metals to make or modify parts for use. Annealing, drawing back and spot hardening are all covered, and the uses of each technique are explained. Also learn how to give mild steels a case-hardened surface. Case hardening creates a long-wearing surface for parts, allowing the gunsmith to extend the life of the part. Sears, hammers and triggers are common examples of parts that benefit from case hardening. (1 hour.)

### **How to Make Coil and Flat Springs**

Bob Dunlap gives you hands-on instruction on the design and manufacture of springs. We show you how to calculate the size of the spring you need, how to wind it and how to temper it to get a long lasting professional part. Bob also takes you through the process of making a hammer spring from scratch, including metal selection, heat-treating methods, shaping springs, color tempering and more. (1 hour.)

### **Testing and Certificate Requirements**

When you complete each of the 7 segments in the Professional Gunsmithing Level II Course, (Introduction to Gunsmithing, Pistolsmithing, Shotguns, .22 Rimfire Rifles, Centerfire Rifles, Machine Shop Theory and Machine Shop Practical), you will take an examination to test your knowledge. When you pass each exam with a score of 80% or higher, you will pass that portion of the course and receive a Certificate of Completion.

## **Master Gunsmithing Course**

219 Instruction Hours—Self-Paced ♦ Length: Thirty-eight (38) Months or less ♦ No Prerequisites

US Dep. of Labor Job Classification Code: DOT 632.281-010 Gunsmith

### **Course Objectives**

Upon completion of this course, students will have comprehension of the entire customizing processes for 1911 pistols, AR-15 rifles, Glocks, barreling. A extensive understanding of welding processes and best practices for Arc, TIG, Gas, MIG, and Plasma Cutting. A foundational understanding on the requirements for establishing a Gunsmithing Business with basic marketing procedures. Students will have the knowledge to demonstrate work ready skills. Note: hands-on or on the job training may still be required.

### **Course Description**

This course will teach you the fundamentals of gunsmithing and prepare you to start a career as a professional gunsmith. (DOT 632.281.010 - Gunsmith) The Master Gunsmithing Course includes everything that is in Professional Gunsmithing Level I and Level II courses, plus the Master Gunsmithing Course also includes the complete Welding Course (see course details on Page 25), with materials and shop manuals, as well as the following bonus videos:

### **How to Build a Semi-Auto G-3, HK-91 and CETME Rifle**

International Firearms Expert John D. Bush takes you step-by-step through the process of building an ATF-approved G-3 semi-auto rifle using a new USA manufactured receiver and surplus parts. We include what parts you need to change to stay legal. Detailed coverage of the barreling process, head spacing, parts identification and inspection, and everything else you need to know. Both the stamped steel and forged aluminum receivers are shown and demonstrated. (1.5 hours.)

### **Build an AR-15 Rifle from a Parts Kit**

Using parts from several of the top AR-15 manufacturers, Bob Dunlap takes you through the entire process of building up a rifle from parts. We include parts identification, installing and fitting all the parts, head spacing the barrel, final assembly, test firing and tuning. A number of aftermarket accessories are covered, along with examples and demonstrations of the tools required to make the job easy. (2 hours.)

### **How to do a Trigger Job on an AR-15**

Improve your accuracy by modifying your trigger to break clean with a smooth light pull. Every detail is explained step by step. Improve your AR-15 with this straight forward course that teaches you the secrets of doing a professional trigger job for your specific model of firearm. Join American Gunsmithing Institute's Master Gunsmith Robert *Bob* Dunlap as he shows how the trigger system works and why. Follow each step as he uses common tools to smooth the actions and shows how you can enhance the performance of your AR-15. (1 hour.)

### **Build your own M1 Garand from a Parts Kit**

In this course, Master Armorer and International Firearms expert John D. Bush shows and demonstrates step-by-step: identifying, sorting and selecting parts and receivers, checking parts for wear and fit, and a clear demonstration of the barreling and head spacing process. Along with total assembly and final fitting is a discussion on how to identify parts by manufacturer, interesting facts and bits of history. This is the only complete course detailing everything you need to know to assemble an M-1 Garand from a parts kit. (2 hours.)



## Master Gunsmithing Course (continued)

### How to do a Trigger Job on an M1 Garand

Got a rough or heavy trigger pull? Improve your accuracy by modifying your trigger to break clean with a smooth light pull. Every detail is explained step by step. With the work shown in this course, your surplus or aftermarket Garand can have the same trigger pull that keeps this rifle competing on DCM ranges around the country. (1 hour.)

### How to Rebarrel, "Blueprint" and Tune Military Mauser Rifle Actions

This course is designed to teach you how to super tune all the popular military bolt actions including: Mauser's, Enfield's, Springfield's and Japanese Arisakas. We show you the hottest tuning and accurizing procedures. We tell you which models are safe to build-up and which ones aren't, including what works best with magnum cartridges. With this course, the focus is on tuning, strengthening and accurizing the action so it performs to its maximum potential in both reliability and accuracy. In typical American Gunsmithing Institute style, we show you how to perform each procedure and explain when and why you need to do them.

Here are just a few of the procedures we cover: weld up the firing pin hole, reshape the firing pin, machine the breech face, open the breech face for a magnum, super tune the extractor, make the extractor snap-over for reliability, lap the lugs – making the safety lug contact, extend the magazine box for longer cartridges, install recoil shoulders in the magazine box, open the rails to feed magnum cartridges, fit the magazine for reliable feeding, modify the front guard for bedding, and much more. There are dozens of custom modifications shown. Some are for reliability, others for accuracy and many just for your personal taste. For example, we cover flaring the cocking piece runway, fitting the bolt stop and ejector, performing a trigger job, re-barreling and head spacing. In addition, we show examples of many custom modifications you can perform, from customizing the bolt stop to how you can lighten the action to make a good mountain rifle without compromising strength. We walk you through each procedure step-by-step with the usual super-close-ups and simple explanations. We show you how and when you can perform procedures without expensive tooling and which tools are a *must have*. We give you all the guidelines and techniques you need to follow in order to build an accurate, reliable, totally awesome customized military bolt-action rifle. (5 hours.)

### The Business Success Tool Kit Series

Contained in this 12-audio CD set are the core secrets to operating ANY successful and profitable business. Hosted by American Gunsmithing Institute's President and successful entrepreneur Gene Kelly, along with Professional Business Coach April Palmer, this course reveals:

- Step 1: Goal Setting that Works: *The Designer Lifestyle and Business Vision You Always Wanted, but Didn't Think You Could Have*
- Step 2: Getting the Results You Want: *Productivity and Profits Through a High-Performance Environment*
- Step 3: How to Survive an Economic Slump (or any business cycle change): *Making Sound Financial Decisions in Difficult Times*
- Step 4: How to Attract Business Like a Magnet: *Creating the Promise That Sells!*
- Step 5: Advertising and PR That Works!: *Knocking Down the Door to Do Business With You*
- Step 6: Turning Your Highest Sales per Customer: *Giving Them Reasons to Buy, and Buy More!*
- Step 7: Making Your Business Plan Come Alive!: *Turning Great Ideas Into Action*

## **Master Gunsmithing Course (continued)**

### **The Information Package**

6 CDs covering topics to advance your success even more...

- Interviews with American Gunsmithing Institute instructors and, “how-to” information on shop set- up, flow, problem solving, traps to avoid and more.
- Exclusive gunsmithing first-ever Flat Rate Job Book (so you will immediately be the expert and know with confidence how much you should charge for your work).
- Tax Secrets that THEY Don’t Want You to Know About, audio CD. This video reveals what type of business structure you should consider having to protect yourself, what kinds of things can you write off, how many of your current expenses (rent, vehicle, gas, ammo, telephone, computer, travel and more) could be deductible on your taxes.

Note: The Business Success Tool Kit Series and the Informational Package are bonus products included in the Master Gunsmithing Course and do not include certification testing. (11 hours.)

### **Testing and Certificate Requirements**

When you complete each of the 8 segments in the Master Gunsmithing Course, (Introduction to Gunsmithing, Pistolsmithing, Shotguns,.22 Rimfire Rifles, Centerfire Rifles, Machine Shop Theory, Machine Shop Practical and Welding), you will take an examination to test your knowledge. When you pass each exam with a score of 80% or higher, you will pass that portion of the course and receive a Certificate of Completion.

## **Enhanced Master Gunsmithing Course**

219 Instruction Hours—Self-Paced ♦ Length: Thirty-eight (38) Months or less ♦ No Prerequisites

US Dep. of Labor Job Classification Code: DOT 632.281-010 Gunsmith

### **Course Objectives**

Upon completion of this course, students will have comprehension of Advanced Handgun repair, Advanced Shotgun repair, Advanced Rimfire repair, Pivot Barrel Shotguns repairs, comprehensive understanding of Design, Function and repair of 65 additional firearm systems groups. Students will have the knowledge to demonstrate work ready skills. Note: hands-on or on the job training may still be required.

### **Course Description**

The Enhanced Master Gunsmithing Course prepares you for a career in gunsmithing. (DOT 632.281.010 – Gunsmith). The course includes everything in the Master Gunsmithing Course, plus you will also get all of the tools and materials listed below: \*

### **Tools and Materials- Included in price of course**

- Bench Top Lathe 7" x12". (A small but ideal and effective lathe for general gunsmithing, you will be able to turn threads, set back pistol barrels, make firing pins and hundreds of other repairs.)
- Belt Sander with Disc Sander (for fitting, polishing parts, and installing recoil pads)
- Bench Grinder and Wire Brush
- Bench Top Drill Press
- Gunsmithing Bench Vise (a solid vise with wide parallel jaws)
- Fordem Hand Grinder with Cutters and Bits, including Flex Shaft, Handle and Variable Speed Foot Control
- Oxy-acetylene Torch, Tip and Regulator Kit (tanks not included)
- Gun Coat Airbrush Metal Finishing Kit (refinish firearms with multi-color state of the art finishes)
- AGI Oil Mat
- AGI Hand Tool Set:
  - ✓ Complete Set of Gunsmithing Screw Drivers
  - ✓ Brass Punch Set
  - ✓ Steel Pin Punch Set
  - ✓ 2-ounce Ball Peen Hammer
  - ✓ 4-ounce Ball Peen Hammer
- Plastic Mallet
- Pliers Set and Diagonal Cutter
- Dental Pick Set
- Nicholson Professional File Set
- Needle File Set
- Safety Glasses
- Thread Gauge
- Gunsmith's Bench Block
- Precision Tools:
  - ✓ Digital Calipers
  - ✓ Laser Bore Sighting System (for collimating scopes)
  - ✓ Electronic Trigger Pull Gage

## **Enhanced Master Gunsmithing Course (continued)**

- Rifle Holding Cleaning Fixture and Cradle
- Set of “Jack First”
- Two Volume 2,000-page Parts Schematics Catalogs
- Gun Parts Corp Reference Manual
- Brownell’s Gunsmiths Tool Catalog
- 6”x1/2” Norton Trigger & Sear Stones
- Screw Gizzie (for grinding screws to fit)
- Gunsmith Parallel Jaw Pliers
- Mauser Bolt Extractor Pliers
- And other goodies

\*The tools in this package are representative but models, manufacturers or items are subject to availability and change without notice.

### **Testing and Certificate Requirements**

No additional testing is required for the Enhanced Master Gunsmithing Course beyond what is specified for the Master Gunsmithing Course, as it is only to provide students with value-added equipment to add to the trades covered in the courses.

## **Practical Gunsmithing Course**

13 Instruction Hours—Self-Paced ♦ Length: Twelve (12) Months or less ♦ No Prerequisites

US Dep. of Labor Job Classification Code: DOT 632.281-010 Gunsmith

### **Course Objectives**

Provides the student with a comprehensive overview of firearms terminology, basic tool usage, proper shop set-up, and minimum entry level knowledge to work in the firearms industry. (DOT 632.281.010 - Gunsmith)  
Students will have the knowledge to demonstrate work ready skills. Note: hands-on or on the job training may still be required.

### **Course Description**

In this course, you will quickly learn how to make all these common necessary repairs below. You'll also learn how to customize and more. This course includes basic hand tools and work book, "Gunsmithing Made Easy." More than 13 hours of DVD instruction. Learn how to do dozens of common repairs such as:

- Install a recoil pad
- Cast a chamber to determine caliber and condition
- Install a red ramp in a handgun front sight
- Bed an action using epoxy
- Repair a broken firing pin
- Fit new magazines
- Professionally clean your gun
- Install sling swivels
- Repair grips
- Remove broken screws
- Remove dents from shotgun barrels
- Professional scope mounting and collimating
- Repair damaged .22 LR chambers
- Repair stocks
- Cold bluing techniques
- Legally shorten a shotgun barrel
- Polish chambers to correct extraction and feeding problems
- Grind gunsmithing screwdrivers
- Set up your shop with the tools you really need

### **Testing and Certificate Requirements**

When you complete this course, you will take an examination to test your knowledge. When you pass your exam with a score of 80% or higher, you will receive a Certificate of Completion.

## **Locksmithing Course**

19 Instruction Hours—Self-Paced ♦ Length: Twelve (12) Months or less ♦ No Prerequisites

US Dep. of Labor Job Classification Code: DOT 709.281-010 Locksmith

### **Course Objectives**

When completed the Student will possess a thorough understanding of Warded Locks, Residential and Commercial Locks, How-to Key Locks, Creating and maintaining master lock codes, and installation of locks. Students will have the knowledge to demonstrate work ready skills. Note: hands-on or on the job training may still be required.

### **Course Description**

This Locksmithing Course will teach you the A to Z of locksmithing and prepare you to enter a career as a professional locksmith (DOT 709.281-010 – Locksmith). In our continuing effort to preserve the industrial arts, we have created this course. American Gunsmithing Institute enables you to clearly see and understand all the details unlike ever before. This complete Locksmithing Course consists of 19 hours of detailed, easy-to-follow instruction. We cover all types of lock mechanisms and show you how to make keys and pick locks.

The course also covers pin tumbler, high security and electronic locks; everything from design and repair, to installing and picking. Residential and commercial key-in-knob, deadbolt and combination lock systems. We thoroughly cover design, assembly, disassembly, installation, re-keying, master keying, picking and creating impressions.

**Keys:** We start with the history of locks, showing locks as much as 400 years old, and then move into the different types of keys. Learn everything you need to know about keys, from key blanks and catalogs, to how to make keys. We teach you how to hand-file and machine-cut flat keys, bit keys and cylinder keys. We demonstrate three different methods of code cutting cylinder keys for padlocks, door locks and automotive applications. We use detailed close-ups to teach how to properly compare keys and find the correct blanks.

**Locks:** We explain each lock mechanism in detail using diagrams, cutaways and super close-ups to show even the smallest details. Here's what you'll learn about each type of lock:

- **Warded Locks:** We go over all the different types of warded locks including padlocks and old house locks. We not only teach how the mechanisms work, but we also show how to make a key by creating an impression of the lock. We show you how to use the proper tools to "pick" open any warded lock.
- **Lever Locks:** Everything from the simplest cabinet lock to sophisticated safe deposit locks is covered. Lever locks are much harder to impression and pick, but our instructor gives you all the tips and tricks learned from more than 40 years of locksmithing.
- **Wafer/Cam Locks:** We cover wafer-style locks and cam locks in great detail, including automotive wafer locks. Extreme close-ups, diagrams and cutaway locks take all the mystery out of wafer lock mechanisms.
- **Pin Tumbler Locks:** Using a special cutaway lock mechanism, we show you the basic design and operation of pin tumbler locks - the main type of lock used in residential, commercial and automotive.

## **Locksmithing Course (continued)**

### **Testing and Certificate Requirements**

When you complete this course, you will take an examination to test your knowledge. When you pass your exam with a score of 80% or higher, you will receive a Certificate of Completion.

## **Machine Shop Course**

29 Instruction Hours—Self-Paced ♦ Length: Twelve (12) Months or less ♦ No Prerequisites

US Dep. of Labor Job Classification Code: DOT 600.380-018 Machinist

### **Course Objectives**

After completing this course, the Student will have a comprehensive understanding of; Lathe and Milling Machine operation and set-up along with general Machinshop support equipment. They will also understand measurements and speeds commonly used in machining, cutting tool grinding, and blueprint reading. Students will have the knowledge to demonstrate work ready skills. Note: hands-on or on the job training may still be required.

### **Course Description**

This Machine Shop Course will teach you the fundamentals of the machine lathe and vertical milling machine and prepare you to enter a career as a machinist or enhance your professional gunsmithing skills (DOT 600.380-018 Machinist or DOT 632.281.010 Gunsmith) .

Module 1–Lathe: 12 hours of detail instruction on the set-up and operation of the Machine Lathe. You will learn how to set-up the machine, turn, bore, thread, knurl and taper metal.

Module 2–The Vertical Milling Machine: More than 10 hours of instruction detailing everything you need to know to run a vertical mill including fly cutting, indexing, boring, milling aluminum, steel and plastics, clamping, fixturing, digital read-out and more.

Module 3–General Machine Shop Techniques: Additional 7 hours of video. Learn how to properly operate all the support equipment you need in your shop: belt sanders, bead blasters, grinders, surface grinders, plus learn how to sharpen drill bits, remove broken screws, detailed shop planning and set-up and advance equipment and techniques.

### **Testing and Certificate Requirements**

When you complete this course, you will take an examination to test your knowledge of Machine Shop Theory and an examination for Machine Shop Practical. When you pass each exam with a score of 80% or higher, you will pass that portion of the course and receive a Certificate of Completion.

## **Welding Course**

22 Instruction Hours—Self-Paced ♦ Length: Twelve (12) Months or less ♦ No Prerequisites

US Dep. of Labor Job Classification Code: DOT 819.384-010 Welder, Combination

### **Course Objectives**

The welding student will understand welding safety, and gas welding, TIG, Arc and MIG welding procedures. In addition; Welding in vertical, horizontal and overhead positions, cutting procedures including Plasma Cutting, and Welding symbols for Blueprint reading. Students will have the knowledge to demonstrate work ready skills. Note: hands-on or on the job training may still be required.

### **Course Description**

This Welding Course will teach you the A to Z of welding and prepare you to enter a career as a welder (DOT 819.384-010). The course covers everything from history to how to make the perfect weld. This video course enables you to understand how to properly control the weld by showing you close-ups from just inches away. This is a professional-level course. We cover the entire spectrum of welding, set-up and equipment. We also teach you safety, metal types and welding terminology.

We show how to make the perfect weld and give you tips to help you practice and improve. More than 22 hours of detailed information that covers every aspect of welding. Each part is presented in an easy-to-understand format using step-by-step instructional close-ups. As you progress through the course, your instructor keeps you well-grounded in the practical world with knowledge and insights gained through 40 years of welding training and experience. This course covers:

- Safety
- Gas Welding
- Gas Cutting
- Plasma Cutting
- MIG Welding
- Arc Welding
- Projects
- TIG Welding
- Welding Small Parts
- Welding Symbols
- Shop Set Up
- Welding

### **ACCESS TO PRINTABLE DOCUMENTS**

- On DVD #9, go to the DVD drive and reverse click
- Click on *Extras* folder
- Click on *Projects* folder
- Click on *Sample Projects (with printable plans)*
- Print

### **Testing and Certificate Requirements**

When you complete this course, you will take an examination to test your knowledge. When you pass your exam with 80% or higher, you will receive a Certificate of Completion.



## Professional Gunsmithing Level I Course Curriculum

### Pistolsmithing Segments

#### DESIGN, FUNCTION AND REPAIR AUTOMATIC PISTOLS

##### Single Action–Locked Breech

Colt 1911 Design Browning Hi-Power  
Beretta Brigadier, Model 1951

##### Double Action Automatics–Locked Breech

S&W  
Glock  
Sig P220 and Series  
Beretta 392, Taurus

##### Straight Blowback Automatic Pistols

Melior .22  
High Standard  
Duramatic Browning  
Buckmark Smith &  
Wesson 422  
Ruger Standard Automatic  
(Mark II) High Standard HD  
Military  
High Standard Sport  
King Beretta .380  
Colt Woodsman

##### Single Action Revolvers

Colt

##### Double Action Revolvers

Colt  
Colt Trooper 3 (Dan Wesson)  
Charter Arms  
High Standard, H & R, Iver Johnson and Sentinel  
Smith & Wesson

## Professional Gunsmithing Level I Course Curriculum (continued)

<b>Shotguns Segments</b>
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### **Pumps**

- Remington 870
- Mossberg 500
- Ithaca Model 37
- Winchester Model 1200
- Savage Model 67
- Noble (Smith and Wesson) 916
- Squibman Model 30
- Savage Model 520

### **Shotguns–Auto**

- Browning A5 (Remington and Savage models) Remington Model 1100
- Browning B-2000
- Browning B-80 (Beretta) Winchester 50 and 59

### **Pivot Single Barrel Shotguns**

- Winchester 37

### **Pivot Double Barrel Shotguns**

### **Miscellaneous Shotguns**

## Professional Gunsmithing Level I Course Curriculum (continued)

### **.22 Rimfire Riflesmithing Segments**

#### **Cal Rimfire Rifles**

Remington Nylon 66  
Savage 87  
Charter AR-7  
Mossberg .22 (bolt action)  
High Standard (Sears Model 29-35) Savage Model 29  
Mossberg New Version  
Mossberg Tube Magazine Version  
Marlin 99 and Glenfield 60  
Squibman Model 20 and Squires Bingham  
Ruger 10/22  
Remington model 550 and 550-1  
Ithaca Model 49 (Lever Action)  
Browning BPR .22  
Browning Automatic .22, Remington 24, 241 and Norinco  
Winchester Model 77  
Remington Rolling Block, Savage Little Scout  
Marlin 57, Western Auto Winchester 256  
Winchester 9422 (Lever Action)  
Remington 12 and 121 (Pump Action) Merlin 39A  
Remington 552 and 572  
Winchester 200 Series (250, 255, 270, 275 and 290) H & K Model 300  
Browning T-Bolt  
Mossberg 320  
Savage Model 15  
Wards Model 36, Savage 521 and  
Mossberg 10 Wards Model 31A, Mossberg 40 and 44 Remington Nylon 11 and 500 Series  
Savage Model 63 and Sears  
Remington Model 514  
Savage Model 34  
Marlin Model 81 and Western Automatic

## **Professional Gunsmithing Level I Course Curriculum (continued)**

### **Cal Rimfire Rifles (continued)**

Winchester Model 69, 72 and  
75 Mossberg Single Shot  
Kiros Coyote  
(Mexico) BSA  
Raylock (Automatic)

<h2><b>Centerfire Riflesmithing Segments</b></h2>
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### **Rifles. Bolt Action Designs**

Mauser M98 Springfield 03A3 Remington 700  
Winchester Model 70 (Post-  
64) Enfield P-14 and  
Remington 30 Savage 110  
Brno 22 Hornet  
Brno 7 x 57  
Short Magazine Lee Enfield (SMLE)  
French Mas Model 35  
Mannlicher  
Schonauer  
Mannlicher Bethier  
Mannlicher Carcano

### **Lever Action Designs**

Savage 99  
Winchester 94 Pre-64 and Post-64  
Marlin 336, Model 94  
Browning BLR

### **Semi-Automatic Rifles**

Remington 740 and  
760 Browning BAR

### **Assault Rifles**

Colt  
AR-15  
AK-47,  
AKS  
Valmet

## **Professional Gunsmithing Level I Course Curriculum (continued)**

### **Assault Pistols**

Mac-10  
KG-9 (Tech-9)  
MK-760, Smith &  
Wesson UZI  
AR-180  
Leader (Australian)  
Galil (Israeli made AK-47 design)

### **Roller Lock Designs**

Sig  
Heckler &  
Koch M-1  
Garand  
M-14  
Ruger  
Mini-14  
M-1  
Carbine

- The Money Makers
- Making Glocks Rock
- Custom Barreling Bolt Action Rifles
- Glass Bedding Rifle Stocks for Accuracy
- Selecting, Understanding and Buying Pistol and Rifle Scopes
- Building the Ultimate 1911 Pistol
- Super Tuning the Factory Rifle
- Building the Custom Mauser Rifle

## Professional Gunsmithing Level II Course Curriculum

The Professional Gunsmithing Level II Course includes everything that is in the Professional Gunsmithing Course Level I curriculum PLUS you will also get the complete Machine Shop Course, as well as all of these additional DVDs:

- Advanced Trigger Jobs and Systems
- Professional Metal Finishing and Hot Caustic Bluing
- Slow Rust and Nitre Bluing
- Pillar Bedding Rifles for Accuracy
- A Day at the Bench with Bob Dunlap
- Stock Refinishing
- Selecting, Understanding and Buying Pistol and Rifle Scopes
- How to Heat Treat Carbon Steels and Case Hardening Metal Parts
- How to Make Coil Springs
- Learning the Art of Making Flat Springs

## Master Gunsmithing Course Curriculum

In addition to everything in the Professional Gunsmithing Level I and Level II courses, you will get the complete Welding Course and the following DVDs:

- Building the G-3 from a Parts Kit
- Building the AR-15 from a Parts Kit
- How to do a Trigger Job on an AR-15
- Building the M1 Garand from a Parts Kit
- How to do a Trigger Job on an M1 Garand
- How-to Rebarrel, "Blueprint" and Tune Military Mauser Rifle Actions
- Business Success System Information Package
- Business Success Tool Kit Series

## Enhanced Master Gunsmithing Course Curriculum

In addition to everything in the Master Gunsmithing Course, you will also get gunsmithing tools and materials used in firearm repair.

## Practical Gunsmithing Course Curriculum

- Install a recoil pad
- Cast a chamber to determine caliber and condition
- Install a red ramp in a handgun front sight
- Bed an action using epoxy
- Repair a broken firing pin
- Fit new magazines
- Professionally clean your gun
- Install sling swivels
- Repair grips
- Remove broken screws
- Remove dents from shotgun barrels
- Professional scope mounting and collimating
- Repair damaged .22 LR chambers
- Repair stocks
- Cold bluing techniques
- Legally shorten a shotgun barrel
- Polish chambers to correct extraction and feeding problems
- Grind gunsmithing screwdrivers
- Set up your shop with the tools you really need

## Locksmithing Course Curriculum

- Keys
- Locksmithing Basics
- Residential Locksmithing - Part 1
- Residential Locksmithing - Part 2
- Commercial Locksmithing - Part 1
- Commercial Locksmithing - Part 2
- Impressing: Picking and Installing Locks

## Machine Shop Course Curriculum

- Lathe
- The Vertical Mill
- General Machine Shop

## **Welding Course Curriculum**

- Safety
- Gas Welding
- Arc Welding
- TIG Welding
- Weld Symbols and Weld Shop
- Welding Projects



## ADMISSIONS

### Admission Policies and Procedures

Admission procedures include speaking with an Enrollment Advisor to review courses offered, school policies and procedures in this School Catalog, results of the Distance-Learning Questionnaire, the School Performance Fact Sheet and Enrollment Agreement, including graduation requirements, English language proficiency, as well as financial terms (including Tuition, Registration Fee, Student Tuition Recovery Fund, and all costs of course materials), payment terms, payment plan options, and the cancellation and refund policy. Each prospective student must provide documentation of being 18 years of age or older and having a high school diploma or General Education Diploma (GED). (*Note: All foreign diplomas or transcripts must be evaluated and translated to demonstrate U.S. equivalency, at the cost of the prospective student.*) Each student must attest that he or she is not a felon or prohibited from possessing firearms on the Enrollment Agreement under penalty of perjury. Each student must verify they have the system requirements necessary to complete the distance education course.

### Assessment of Distance Education and Online Readiness

Students are given the opportunity to assess their ability to learn in a distance education format, online and by DVD with the Student Enrollment Advisor using the Distance Learning Questionnaire in the School Catalog.

### Distance-Education Course Equipment and System Requirements

- An internet-capable computer, internet connection and web browser
- An email account on file with the School
- A functioning DVD player (or comparable video player on a computer)

### Ability to Benefit Students

American Gunsmithing Institute does not accept *Ability-to-Benefit* students.

### English Language Proficiency

Students must be able to read and understand English at the level equivalent to that of a graduate of an English-speaking high school. A high school diploma presented during the enrollment process demonstrates satisfactory English language proficiency. All applicants whose first language is not English must demonstrate competence in the English language. If English is not the applicant's first language, the applicant must meet the minimum acceptable proof of English Language Proficiency standard through submission of an official minimum score on the written Test of English as a Foreign Language (TOEFL) or its TOEFL Internet (iBT) equivalent. A minimum score of 500 on the written TOEFL or 60 on the TOEFL iBT is required. Applicants may also meet the minimum English Language Proficiency standard with a minimum score of 80 on the Michigan Test of English Proficiency or a minimum band score of 5.0 on the International English Language Testing System (IELTS) test.

This Institute does not offer visa services to prospective students from other countries or English language services. The American Gunsmithing Institute does not offer English as a Second Language instruction. All instruction and recruitment occurs only in English; therefore, all disclosures and statements within the Enrollment Agreement are provided in English only.

## **ADMISSIONS POLICIES (continued)**

If a prospective student is accepted for admissions based on documented English skills and his or her primary language is not English, the student has the right to obtain a clear explanation of the terms and conditions of the enrollment agreement and cancellation and refund policies in his or her primary language, at his or her expense by a translation service of his or her choosing prior to execution of the enrollment agreement.

### **Transferability of Credit from Other Schools**

This Institute does not accept credits earned at any other college, university or institution toward professional gunsmithing certification, nor may the requirements for certification be challenged by taking the course examination alone or passing an achievement test. Students must participate in the instruction prior to passing their examination(s).

## **NOTICE CONCERNING TRANSFERABILITY OF CREDITS AND CREDENTIALS EARNED AT OUR INSTITUTION**

The transferability of credits you earn at the American Gunsmithing Institute is at the complete discretion of an institution to which you may seek to transfer. Acceptance of the certificate you earn in the educational program is also at the complete discretion of the institution to which you may seek to transfer. If the certificate that you earn at this institution is not accepted at the institution to which you seek to transfer, you may be required to repeat some or all of your coursework at that institution. For this reason, you should make certain that your attendance at this institution will meet your educational goals. This may include contacting an institution to which you may seek to transfer after attending the American Gunsmithing Institute to determine if your certificate will transfer.

### **Applicant Not a Convicted Felon**

American Gunsmithing Institute requirements: Each student must attest under penalty of perjury on the Enrollment Agreement that he or she is not a felon or prohibited from possessing firearms.

### **Application Review and Acceptance**

Each prospective student's request for admission, supporting documentation and admissions interview are considered by school personnel to determine if the prospective student has the skills, requirements and competencies to succeed in a distance-education environment in pursuing their education objectives.

A prospective student is notified of their acceptance into a course when he/she receives a copy of the executed Enrollment Agreement via either email or paper copy. This Institution offers distance-educational courses where the instruction is not offered in real time. The Institution shall transmit the first lesson and any materials to any student within seven (7) days after the Institution accepts the student for admission.

## ACADEMIC POLICIES

### Satisfactory Progress

Student progress is evaluated by either written or online exams at the end of each course/segment within the program of study. Each examination must be passed with a score of 80% or higher. If a student passes the first attempt with a grade of 80% or higher, the student has satisfactory progress. In the event students do *not* pass the first attempt, they may review their incorrect answers, as well as the corresponding segments within the instruction, to gain knowledge in the areas in which they were deficient, after which they may attempt to pass their exam and successfully complete that segment. Prior to their additional examination attempts, students may call on faculty when they do not understand specific content and/or questions and need further instruction. If a student has not passed their examination, they cannot receive their certificate and may be withdrawn from his or her program of study. Students who do not pass their exams within 150% of the recommended self-paced course length indicated on each course description, and/or fail to contact the school to ask for an extension of their course length, are automatically withdrawn from their course. If a student who has been withdrawn would like to reinstate, and the course(s) in which they were previously enrolled are in fact still available, they may contact the school to make arrangements with the School Director.

### Grading Policy

At the end of each course within the student's program of study, examinations are completed in one or more attempts as necessary) with a chance to review the instruction again in order to demonstrate the factual, conceptual and procedural trade knowledge expected. The expected level of knowledge within each individual trade course is reflected in a score of 80% or higher on all assessments; which means of the total number of questions, 80% or more have been answered correctly. Examinations are scored either manually or electronically at the conclusion of each course. The online examination results are automated and, therefore, immediate. Manual results are provided within 10 days.

Passing Grade: A passing grade is given to a student who has upon examination received a score of 80% or higher.

Failing Grade: A failing grade is given to a student who has upon examination failed to receive a score of 80% or higher and has not made additional attempts to pass examination.

### Graduation

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

1. The student has received a passing grade within the maximum allowable time period; and
2. Cleared all financial obligations.

### Probation

Distance education-correspondence students of this Institute are not put on academic probation. Students who do not pass their exams within 150% of the recommended self-paced course length indicated on each course description, and/or fail to contact the school to ask for an extension of their course length, are automatically

## **ACADEMIC POLICIES (continued)**

withdrawn from their course. If a student who has been withdrawn would like to reinstate, and the course(s) in which they were previously enrolled are in fact still available, they may contact the school to make arrangements with the School Director.

### **Withdrawal**

A student shall be deemed to have withdrawn from a program of instruction when any of the following occurs:

- The student notifies the institution of the student's withdrawal or as of the date of the student's withdrawal, whichever is later.
- The institution terminates the student's enrollment for failure to maintain satisfactory progress; failure to abide by the rules and regulations of the institution; and/or failure to meet financial obligations to the School.

### **Leaves of Absence**

The American Gunsmithing Institute does not grant leaves of absence.

### **Attendance**

As a distance education-correspondence course, no attendance is taken.

*The course is delivered in a correspondence-study format, delivered in detailed video and textbook instruction and examinations. A certificate is issued upon successful completion of the self-paced curriculum within the maximum timeframe outlined. Correspondence study is defined as, "Education provided by an institution under which the institution provides instructional materials by mail or electronic transmission, including examinations on the materials, to students who are separated from the instruction. Interaction between the instructor and the student is limited, is not regular and substantive and is primarily initiated by the student. Correspondence courses are self-paced with a program end date. All segments must be completed and passed as outlined below within the maximum timeframe for completion." (Distance Education and Training Council [DETC])*

## **STUDENT SERVICES**

### **Student Support Services**

This Institute provides telephone and online support to answer student questions and provide services for such needs as how to access and participate in online courses, online testing, tracking shipments, taking retests, contacting faculty or any other questions they may have related to school policy and procedure that are not directly related to the instructional content of their course. For questions on course content, instructors are available for student questions, which will be responded to within 3 business days or less. Evaluation and comment on work submitted by the student will be completed within 10 days or less.

### **Financial Aid**

This Institute is recognized as a non-accredited program which meets the requirements of 38 USC §3676 and 38 CFR 21.4254 and accepts students through third-party authorizing agents of the State Compensation Insurance Fund, Workforce Investment Act (WIA) and Title 38, Chapter 31. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds. However, This Institute does not participate in those state or federal financial aid programs which require accreditation such as Title IV.

### **Job Placement Disclosure**

This Institute does not offer employment placement services. This Institute does not and cannot promise or guarantee either employment or level of income or wage to any student or graduate.

### **Student Records**

This Institute will make available to all students their records upon request. This Institute maintains a student's database onsite containing all student information for a period ending five (5) years after the date of the student's graduation, withdrawal, or termination. Records will be kept in accordance with all requirements outlined in CCR Title 5, §94900. Transcripts and copies of certificates awarded are maintained permanently.

### **Student Rights and Grievance Procedure**

If a student has a complaint regarding conduct of an instructor or a fellow student, or if a student has a complaint related to the policies of this Institution and/or its courses, a written grievance may be filed with the Director. The Director will acknowledge receipt of the grievance within 24 hours of receipt and investigate the grievance and may contact the student if he or she has further questions regarding the complaint. A written response to the student will be provided within 2 weeks.

## **STUDENT SERVICES (continued)**

A student or any member of the public may file a complaint about this Institution with the Bureau for Private Postsecondary Education by calling (888) 370-7589 toll-free or by completing a complaint form, which can be obtained on the Bureau's Internet web site: [www.bppe.ca.gov](http://www.bppe.ca.gov).

### **BUREAU FOR PRIVATE POSTSECONDARY EDUCATION**

2535 Capitol Oaks Drive, Suite 400  
Sacramento, CA 95833

Telephone (916) 431-6959

Toll Free (888) 370-7589

Fax (916) 263-1897

By email to: [bppe@dca.ca.gov](mailto:bppe@dca.ca.gov)

Mailing address:

Bureau for Private Postsecondary Education  
P.O. Box 980818, West Sacramento, CA 95798-0818

# American Gunsmithing Institute School Catalog 2021

## TUITION AND FEES

### Schedule of Charges

Course	Registratio	Tuition- Includes Course	CA Sales Tax (8%)	Shipping and	*Student Tuition Recovery	**Total Cost Non-CA	**Total Cost CA Student
	<i>Non-</i>	<i>Refundable</i>	<i>Refundable</i>	<i>Non-</i>	<i>Non-</i>		
Professional Gunsmithing Level I	\$100.00	\$4,997.00	\$399.76	\$60.00	\$0.00	\$5,157.00	\$5,556.76
Professional Gunsmithing Level II	\$100.00	\$6,997.00	\$559.76	\$95.00	\$0.00	\$7,192.00	\$7,751.76
Master Gunsmithing	\$100.00	\$9,997.00	\$799.76	\$145.00	\$0.00	\$10,242.00	\$11,041.76
Enhanced Master Gunsmithing	\$100.00	\$14,997.00	\$1,199.76	\$450.00	\$0.00	\$15,547.00	\$16,746.76
Practical Gunsmithing	\$100.00	\$597.00	\$47.76	\$23.00	\$0.00	\$720.00	\$767.76
Locksmithing	\$100.00	\$997.00	\$79.76	\$26.00	\$0.00	\$1,123.00	\$1,202.76
Machine Shop	\$100.00	\$1,197.00	\$95.76	\$39.00	\$0.00	\$1,336.00	\$1,431.76
Welding	\$100.00	\$1,297.00	\$103.76	\$27.00	\$0.00	\$1,424.00	\$1,527.76

\*STRF - \$0 for every \$1,000 rounded to the nearest \$1,000

\*\*Estimated charges for the period of attendance and the entire course

**\*\* IF YOU OBTAIN A LOAN TO PAY FOR AN EDUCATIONAL PROGRAM, YOU WILL HAVE THE RESPONSIBILITY TO REPAY THE FULL AMOUNT OF THE LOAN PLUS INTEREST LESS THE AMOUNT OF ANY REFUND.**

### Additional Fees

\$20.00 for each test repeat. The first repeat is provided at no additional cost.

## TUITION AND FEES (Continued)

### Student Tuition Recovery Fund

The State of California established the Student Tuition Recovery Fund (STRF) to relieve or mitigate economic loss suffered by a student in an educational program at a qualifying institution, who is or was a California resident while enrolled, or was enrolled in a residency program, if the student enrolled in the institution, prepaid tuition, and suffered an economic loss. Unless relieved of the obligation to do so, you must pay the state-imposed assessment for the STRF, or it must be paid on your behalf, if you are a student in an educational program, who is a California resident, or are enrolled in a residency program, and prepay all or part of your tuition.

You are not eligible for protection from the STRF and you are not required to pay the STRF assessment, if you are not a California resident, or are not enrolled in a residency program.

It is important that you keep copies of your enrollment agreement, financial aid documents, receipts, or any other information that documents the amount paid to the school. Questions regarding the STRF may be directed to the Bureau for Private Postsecondary Education, 2535 Capitol Oaks Drive, Suite 400, Sacramento, CA 95833, (916) 431-6959 or (888) 370-7589.

To be eligible for STRF, you must be a California resident or enrolled in a residency program, prepaid tuition, paid or deemed to have paid the STRF assessment, and suffered an economic loss as a result of any of the following:

1. The institution, a location of the institution, or an educational program offered by the institution was closed or discontinued, and you did not choose to participate in a teach-out plan approved by the Bureau or did not complete a chosen teach-out plan approved by the Bureau.
2. You were enrolled at an institution or a location of the institution within the 120-day period before the closure of the institution or location of the institution, or were enrolled in an educational program within the 120-day period before the program was discontinued.
3. You were enrolled at an institution or a location of the institution more than 120 days before the closure of the institution or location of the institution, in an educational program offered by the institution as to which the Bureau determined there was a significant decline in the quality or value of the program more than 120 days before closure.
4. The institution has been ordered to pay a refund by the Bureau but has failed to do so.
5. The institution has failed to pay or reimburse loan proceeds under a federal student loan program as required by law, or has failed to pay or reimburse proceeds received by the institution in excess of tuition and other costs.
6. You have been awarded restitution, a refund, or other monetary award by an arbitrator or court, based on a violation of this chapter by an institution or representative of an institution, but have been unable to collect the award from the institution.
7. You sought legal counsel that resulted in the cancellation of one or more of your student loans and have an invoice for services rendered and evidence of the cancellation of the student loan or loans.

To qualify for STRF reimbursement, the application must be received within four (4) years from the date of the action or event that made the student eligible for recovery from STRF.

A student whose loan is revived by a loan holder or debt collector after a period of noncollecting may, at any time, file a written application for recovery from STRF for the debt that would have otherwise been eligible for recovery. If it has been more than four (4) years since the action or event that made the student eligible, the student must have filed a written application for recovery within the original four (4) year period, unless the period has been extended by another act of law.

However, no claim can be paid to any student without a social security number or a taxpayer identification number.



## **CANCELLATION AND REFUND POLICY**

### **Student's Right to Cancel**

You have the right to cancel your enrollment agreement and receive a full refund, less the registration fee of \$100.00, at any time prior to receiving the first lesson and materials. The first lesson and materials will be transmitted to you within 7 days after the execution of your Enrollment Agreement. The student has the right to cancel the enrollment agreement and obtain a refund of charges paid through the seventh day after enrollment or the day of materials received, whichever is later.

Cancellation is effective on the date the written notice of cancellation is sent to the American Gunsmithing Institute, 351 Second Street, Napa, CA, 94559. Refunds will be paid within 45 days of cancellation unless the cancellation occurs after the institution has mailed the first lesson and materials, but prior to your receipt of those documents. In such cases, the Institution shall make the refund within 45 days after your return of the materials.

This Institution shall transmit all of the lessons and other materials to the student if the student (a) has fully paid for the educational program; and (b) after having received the first lesson and initial materials, requests in writing that all of the materials be sent. If the Institution transmits the balance of the materials as the student requests, the Institution shall remain obligated to provide the other educational services it agreed to provide, such as responses to student inquiries, student and faculty interaction, and evaluation and comment on lessons submitted by the student, but shall not be obligated to pay any refund after all of the lessons and materials are transmitted.

### **Withdrawal from the Course**

You may withdraw from the school at any time and receive a pro rata refund if you have completed 60% or less of the scheduled days in the current payment period in your program through the last day of attendance. The refund will be less a registration fee not to exceed \$100.00, and less any deduction for books and materials not returned in good condition, within 45 days of withdrawal.

For the purpose of determining the amount of the refund, the date of the student's withdrawal shall be deemed the last date of recorded attendance. The amount owed equals the daily charge for the program (total institutional charge, minus non-refundable fees, divided by the number of days in the program), multiplied by the number of days scheduled to attend, prior to withdrawal.

For distance education students, "scheduled days" is based on a five-day week, which does not include any defined holiday as stated below.

1. Every Sunday.
2. January 1st.
3. The third Monday in January, known as "Dr. Martin Luther King, Jr. Day."
4. February 12th, known as "Lincoln Day."
5. The third Monday in February.
6. March 31st known as "Cesar Chavez Day."
7. The last Monday in May.
8. July 4th.
9. The first Monday in September.
10. September 9th, known as "Admission Day."
11. The fourth Friday in September, known as "Native American Day."
12. The second Monday in October, known as "Columbus Day."
13. November 11th, known as "Veterans Day."
14. December 25th.
15. Good Friday from 12 noon until 3 p.m.
16. Every day appointed by the President or Governor for a public fast, thanksgiving, or holiday.

## **CANCELLATION AND REFUND POLICY (continued)**

### **Withdrawal from the Course (continued)**

If any portion of the tuition was paid from the proceeds of a loan or third party, the refund shall be sent to the lender, third party or, if appropriate, to the state or federal agency that guaranteed or reinsured the loan. If the student has received federal student financial aid funds, the student is entitled to a refund of moneys not paid from federal student financial aid program funds.

## **FACULTY**

The American Gunsmithing Institute retains instructors who possess the academic, experiential and/or professional qualifications to teach, including a minimum of three years of experience, education and training in current practices of the subject area they are teaching, or equivalent minimum qualifications. Equivalent qualifications may include professional licenses and/or certifications customary to the subject being taught, vast work experience in the subject being taught, with a demonstrated ability to teach based on faculty review involving screen testing, professional tests and interviews.

Students may freely interact with our video experts whenever they have technical questions related to their course. Students will receive responses and/or a telephone call within 3 days, if not sooner. Any student project work required for a course as part of their course will be responded to within 10 days.

### **Robert “Bob” Dunlap**

Master Gunsmith Robert *Bob* Dunlap, senior instructor, American Gunsmith Institute, is a widely respected authority in the firearms industry who has taught thousands of students in professional gunsmithing over the last 30 years. Bob was a Gunsmith instructor at Lassen College for 25 years. He has also participated as an instructor for more than 20 years in the NRA Summer Gunsmithing Programs.

Bob has designed improvements currently used in several firearms being manufactured by various American arms manufacturers. He still offers his expertise as a consultant to several firearms manufacturers. Bob has offered his expertise in more than 20 homicides as an expert witness in cases involving firearms.

Bob really knows the business. For more than 35 years, he has operated a fully staffed gunsmithing shop that has been a warranty station for almost every major firearms manufacturer including: Browning, Colt, Charter Arms, High Standard, Remington, Smith & Wesson, Mossberg, Winchester and more than a dozen others. In this course, students will learn the secrets that have taken him 35 years and more than 250,000 gun repairs to discover.

## **FACULTY (continued)**

### **Gene Shuey**

With 40 years' experience, Gene Shuey is a world class custom gun builder, former world class competitive shooter and current trainer as well. A Master Gunsmith specializing in 1911 pistols, glock pistols, IPSC limited and open class guns, and high-end custom Mausers, Mr. Shuey has contributed a lifetime of knowledge and information to AGI's gunsmithing courses.

### **Darrell Holland**

An instructor with over 38 years of experience as a Master Gunsmith, Machinist, Designer and Inventor, Mr. Holland is well known among varmint hunters and tactical rifle shooters as a superb custom rifle builder, writer and speaker. He builds some of the tightest shooting rifles in existence. Darrell is always inventing new performance shooting products, and he is constantly pushing the envelope with regards to integrating the latest technology and ideas into his rifle designs to increase accuracy and improve reliability.

Always pragmatic, Darrell is constantly looking for and testing ideas that will work in the real world. His unique *V Block* one-screw bedding system is an excellent example of his thinking and machining skill. To contact Darrell for high-end custom rifle work, call (541) 439-5155.

### **Robert "Bob" Rizzetto**

Mr. Rizzetto has more than 38 years of experience in the welding trade and is a credentialed Welding Instructor. Because of his thorough training and experience, he understands exactly what is happening when students are welding and how to explain it to the student in a detailed, yet easy, way to understand. He enjoys teaching and introducing students to the amazing, demanding, yet rewarding world of welding.

### **William "Bill" Woolman**

Mr. Woolman is an expert in all aspects of locksmithing and is considered the go-to-guy with regards to learning about rare and collectible locks and safes. He has worked in the locksmithing trade and has owned his own company for more than 30 years.

### **Jack Landis**

Has been building, repairing, and modifying guns for over 50 years. A graduate of 20 consecutive summers at the NRA Summer Gunsmithing Programs at Lassen and Yavapai Colleges, he saved up so many projects to do there each year that Lassen created a new course called "Special Projects". After 30 years in the security industry, he went to work for the American Gunsmithing Institute in 2005 where his broad knowledge and logical problem solving abilities resulted in his becoming the Tech Services Manager and "Go To" person for student and customer technical questions on the courses, content, and test questions. He has watched every minute of all of AGI's videos and does the final proof on all new material. He does instructional videos, firearm and product evaluations, and answers Gunsmithing questions from our AGI students and Gun Club of America on our monthly webcasts.

### **T.R. Graham**

With 24 years of experience, T.R. is a known authority, author, and gunsmith specializing in Glocks and other handguns. His personal training includes certification from several manufacturers on their weapons.

## **FACULTY (continued)**

### **John Bush**

With over 37 years of experience, Mr. John Bush is a Master Armorer and has a long and colorful connection with the firearms trade. He has traveled the world as a consultant to manufacturers and importers of military firearms and is certified as an Expert Witness in firearm cases.

### **Gene Kelly**

Gene is president and founder of the American Gunsmithing Institute. He graduated from the renowned Gunsmithing program at Lassen College, where Bob Dunlap was his instructor. Gene worked as a professional gunsmith and saw a need for gunsmithing DVD courses to preserve this vital information. He contacted Mr. Dunlap who was retiring from Lassen College and the American Gunsmithing Institute was born. With over 20 years' of experience in gunsmithing, tens of thousands of gun owners and professional gunsmiths have benefited from his efforts to preserve the trade. Gene develops instructional videos, firearm and product evaluations, and answers gunsmithing questions from our AGI students and Gun Club of America on our monthly webcasts.

### **Gary "Ken" Brooks**

A graduate of, and former instructor at, the renowned Gunsmithing Program at Lassen College, Mr. Brooks works full time with Bob Dunlap at their shop in Coquille, Oregon. Ken also hosts online bi-weekly webcast technical classes for our gunsmithing students. When Bob Dunlap retires from teaching the Professional Gunsmithing and Master Courses at the American Gunsmithing Institute, he plans on turning his entire operation over to Ken because he has developed into such a great design, function, and repair gunsmith. Ken has over 24 years of experience as a gunsmith and over 18 years of experience as an instructor.