

**American  
International  
Institute of  
Polygraph**

# **Polygraph Examiner Training Programs**

## **CATALOG**

**Location: 619 Highway 138 West, Suite C  
Stockbridge, Georgia, 30281 USA**

**Phone: (770) 960-1377**

**Fax: (770) 960-1355**

**[www.polygraphschool.com](http://www.polygraphschool.com)**

**American Polygraph Association (Accredited)**

**American Association of Police Polygraphists (Recognized)**

## INTRODUCTION

The American International Institute of Polygraph (AIIP) was founded with the mission, goals and objectives of providing quality polygraph training to qualified, sponsored, and highly motivated persons in law enforcement and other organizations. The Institute provides instruction and training in polygraph sciences; affords the student the opportunity to develop and refine the knowledge and skills necessary for successful accomplishment of polygraph examinations; and, tests students to ensure competence before issuing a graduation diploma. Training programs are accredited by the American Polygraph Association and recognized by the American Association of Police Polygraphists. Quality Polygraph Services, Inc. owns the school, which is located in Stockbridge (Atlanta), Georgia, USA, and is in compliance with all Federal, Georgia State and local licensing requirements. Classes are presented internationally and at other locations in the United States.

## TRAINING PROGRAM

The training program is a 10 week program. A week shall consist of at least four but not more than six consecutive days, with a day being defined as at least six but not more than nine hours, excluding lunch and breaks. If approved by the APA, a student may be allowed to finish the missed portions of the program within a 12-month period from the initial start of their education and training.

## PRIMARY FACULTY - USA

**Charles (Chuck) E. Slupski** - *Director and Instructor.* A graduate of the US Army Polygraph School and former instructor at the Department of Defense Polygraph Institute, Mr. Slupski has been a polygraph examiner since 1983 and retired from the US Army Criminal Investigation Command in 1996. He conducted polygraph examinations for the Arizona Department of Corrections before taking an instructor position and subsequently becoming the Director of Argenbright International Institute of Polygraph. With the closing of the Argenbright School, Mr. Slupski established the American International Institute of Polygraph. His academic accomplishments include Master of Science degrees in Criminal Justice and Management, and a Bachelor of Science degree in Law Enforcement. He is a member of the American Polygraph Association, the American Association of Police Polygraphists, the Georgia Polygraph Association, the South African Professional Polygraph Association, and the American Society for Testing and Materials (International), ASTM International committee E-52 on Forensic Psychophysiology. Mr. Slupski is a licensed polygraph examiner in Kentucky and South Carolina.

**Johnny R. "Robbie" Frederick** – *Deputy Director and Instructor.* Mr. Frederick is a 2003 graduate of the Department of Defense Polygraph Institute and retired with 31 years law enforcement experience. In addition to his police duties involving supervision of teams targeting illicit drug operations, crime scene investigations and crisis negotiations, Robbie has maintained a private polygraph business since 2006. He has presented polygraph lectures internationally and has held leadership positions in the Georgia Polygraph Association and the American Polygraph Association. His academic qualifications include a Bachelor of Arts degree in Criminal Justice and graduate work toward a Master's Degree in Forensic Psychology. Robbie holds membership in the Georgia Polygraph Association; having held the offices of Treasurer and President.

**Steven D. Duncan** – *Instructor.* Mr. Duncan is a 1994 graduate of the Department of Defense Polygraph Institute, with over 3000 hours of Emergency Service, Law Enforcement, and Polygraph related training. He is a certified Peace Officer and maintains status as a Master Peace Officer Standards and Training Council Instructor; having served as a Criminal Investigator for a county Sheriff's Office, Supervisory Polygraph Examiner for the Georgia State Patrol, Deputy Director of the Argenbright International Institute of Polygraph, and Adjunct Instructor for the Department of Defense Polygraph Institute. He is currently a Private Investigator and Polygraph Examiner, conducting investigations and polygraph examinations in several states. His academic qualifications include a Bachelor of Arts degree. Steve holds memberships in the Georgia Polygraph Association and the American Polygraph Association; having held Board of Director positions in both organizations.

**Malcolm "Skip" Elrod** – *Instructor.* Mr. Elrod is a 1993 graduate of the Department of Defense Polygraph Institute and retired Army Criminal Investigation Command Special Agent and Polygraph Examiner. Following military service, he joined the Tennessee Bureau of Investigation as a Special Agent & Polygraph Examiner before becoming the Assistant Special Agent in Charge of the TBI Polygraph Unit. Skip is widely recognized as an interview – interrogation specialist given his vast experience and specialized training in the Reid, FBI, and Tennessee Bureau of

Investigations Interview and interrogation programs. His academic qualifications include a Bachelor of Science degree in Business, an Associate Degree in Police Science and numerous government advanced polygraph courses. He is a current member of the American Polygraph Association and a former member of their Board of Directors.

**Russell D. (Howdy) Hayes – Instructor.** Mr. Hayes is a graduate of the American International Institute of Polygraph. He received certification in Police Employment Background Training from the Institute of Police Technology and Management. Prior to retiring after 30 years of service as a Trooper with the Georgia State Patrol he served in the Special Investigation Division as a Background Sergeant and Polygraph Examiner, as well as a P.O.S.T. certified instructor. He currently owns and operates Southeastern Resolution Group, specializing in polygraph examinations. His academic qualifications include a Bachelor of Science degree. He is a member of the American Polygraph Association and has served as the Vice President of the Georgia Polygraph Association.

**Tracy L. Alvord - Instructor for psychology.** Ms. Alvord is a licensed Professional Counselor and current co-founder/owner of the North Georgia Forensic Counseling Center where she specializes in Sex Offender Treatment, Sexual Abuse Intervention Programs, Family Violence Intervention Programs and Chemical Dependency Intervention Programs. She works closely with Department of Corrections and the Department of Family and Children's Services, providing both counseling service and training. Ms. Alvord is a member of the American Counseling Association, the Association for the Treatment of Sexual Abusers, and the Georgia Association for the Treatment of Sexual Abusers.

**Ann E. Hall - Instructor for physiology.** Ms. Hall is a certified Emergency Medical Technician and Fire Fighter, specializing in training about physiological aspects of the human body during more than 10 years as a professional strength, conditioning and health coach with the University of South Carolina, private practice, and in government service with the Clayton County Fire Department. Her academic accomplishments include a Bachelor of Arts degree in Communications; certifications in advanced teaching, fire-fighting, first aid, emergency medical technician, NPQ fire instructor, CPR instructor, BLS instructor; and a graduate certification in gerontology.

**Ronna M. Woodruff, Attorney at Law.** A private attorney in Georgia, Ms. Woodruff received her Bachelor's degree, Cum Laude, with honors for outstanding academic achievement every semester and obtained her Juris Doctor from John Marshall Law School in May 2008. Her professional affiliations include being a member of the US Supreme Court, the State Bar of Georgia, and the American Bar Association. A member of Woodruff Law, LLC, Ms. Woodruff serves an Adjunct Professor at both Kennesaw State University and the Southern Polytechnic State University.

## **FACULTY - South Africa**

**Charles (Chuck) E. Slupski - Director and Instructor**

**Johnny R. "Robbie" Frederick – Instructor.**

**Johanette Rheeder. Instructor for Law & Human Rights.** An attorney and Labour Law Adviser, Ms. Rheeder has extensive experience in civil litigation in the South African High Court and Magistrates Courts. She has specialized expertise and experience instituting and defending matters at the CCMA, Labour Court and Bargaining Councils, as well as training of employers in matters as employment equity, disciplinary hearings, arbitrations, union relations and dispute resolution, retrenchment and transfer of businesses.

**Jaco de Jager. Instructor for Psychology.** A registered psychologist, Mr. de Jager has a Bachelor's degree in Military Science, an Honours degree in Human Science (Psychology), and a Master of Arts Degree (Psychology – Cum Laude). He heads the Military Psychological Institute's organizational assessment and development department with duties including training intern psychologists, job analysis and competency profiling. He has significant experience as intelligence analyst, collector, research and psychologist in the strategic and operational intelligence environments; including supervision of the psychometric and polygraph evaluation in the security vetting environment.

**Petrus "Pete" C. Bester. Instructor for Psychology.** A registered industrial psychologist, Mr. Bester has numerous degrees including D Philosophy – Leadership in Performance and Change, Post graduate diploma in the Management of Security, Honors – B Mil (Industrial Psychology), B. Mil (Industrial Psychology and Political

Science), and MA Human Resource Management (Industrial Psychology). With international basic and advanced training in Forensic Psychophysiology, Mr. Bester's research has been published in numerous professional psychology and medical journals. His presentations in Congress and Book Chapters cover a wide range of topics from measurement of neurolinguistics programming's representative system to understanding terrorism and its psychological impact.

**Micheline Madeleine Carbonari.** *Instructor for Physiology.* Ms. Carbonari has a Bachelor of Arts degree, an Honors Bachelor of Arts in Social Science in Psychology, a Bachelor of Arts in Nursing Science, and a Master of Business degree. Her registered qualifications include General Nurse, Psychiatric Nurse, Nursing Administration, Nursing Education and Community Nursing Science.

The American International Institute of Polygraph (AIIP) reserves the right to use the services of additional instructors and/or instructional assistants so their varying expertise can add to the educational process. All staff will meet or exceed qualifications as established by the American Polygraph Association.

## **ADMISSIONS POLICY**

The American International Institute of Polygraph (AIIP) does not discriminate based on race, sex, religion, ethnic origin, or disability. Consistent with availability of space, AIIP is open to all qualified individuals. **Qualified individuals are those meeting or exceeding A – D below:**

- A. At least an associate's degree from an accredited college or university, or written confirmation of qualifications in the State or country in which the applicant intends to practice, unless a higher level degree is required for licensing in the State or country in which the applicant intends to practice, in which case the law shall prevail;  
**OR,**  
An applicable level of education required by the State or country in which the applicant intends to practice and at least two years investigative experience, unless a greater amount of investigative experience is required in the State or country in which the applicant intends to practice, in which case the greater amount shall prevail;  
**AND,** all of the following:
  - B. Good moral character, documented by a professional reference when not sponsored by law enforcement or government.
  - C. At least 25 years of age (waiver on case by case basis), unless the State or country in which the applicant intends to practice requires a higher minimum age, in which case the higher age will apply.
  - D. A sponsor who is funding the tuition and expenses.

The Director, AIIP is responsible for establishment of the admission policy. Implementation of this policy is the responsibility of school administrative personnel and the faculty.

**PRIOR TO ATTENDING OUR TRAINING PROGRAMS, APPLICANTS SHOULD FIRST INSURE THEY WILL MEET ANY LICENSING REQUIREMENTS THAT MAY EXIST IN JURISDICTIONS IN WHICH THEY INTEND TO PRACTICE. LICENSING REQUIREMENTS IN SOME JURISDICTIONS INCLUDE, BUT ARE NOT LIMITED TO: AGE, INITIAL TRAINING REQUIREMENTS, INTERNSHIP REGISTRATION, INTERNSHIP MONITORING, MONITORS / TRAINERS REQUIREMENTS, AND, CRIMINAL ACTIVITY HISTORY.**

## **RE-ADMISSIONS POLICY**

Students withdrawing or being dismissed from the training program for academic or administrative reasons, other than violation of the "Conduct Policy" may apply for a later training program and will be accepted if they meet the admissions policy in effect at the time of re-application.

## **CLASS SCHEDULE**

.Classes is generally Monday-Friday from 8:00 AM to 5:00 PM or 6:00 PM; with up to two (2) Saturday classes to facilitate a break about mid-course. If an unexpected closure occurs due to extraordinary conditions such as inclement weather, students will be notified as soon as possible by phone. Scheduling of specific subject matter is subject to change during the course. Classes are not normally held on the following holidays:

New Year's Eve  
Labor Day

New Year's Day  
Thanksgiving Day

Memorial Day  
Christmas Eve

Independence Day  
Christmas Day

## **BASIC POLYGRAPH EXAMINER TRAINING PROGRAM CURRICULUM**

The program offered by the American International Institute of Polygraph is conducted in accordance with requirements for basic polygraph training that were established by the American Polygraph Association and ASTM International. The curriculum and instructional/training methods are based on the Director's federal training and experience gained while a polygraph examiner with the US Army Criminal Investigation Command and an instructor at the Department of Defense Polygraph Institute.

### **THE BASIC POLYGRAPH EXAMINER TRAINING PROGRAM CONSISTS OF THE FOLLOWING:**

<b>Subject Matter</b>	<b>Hours</b>
History and Evolution of Psychophysiological Detection of Deception (Polygraph)	8
Mechanics of Instrument Operation	16
Test Question Construction	32
Polygraph Techniques	40
Pre-Test Interviews	32
Post-Test Interviews	8
Test Data Analysis (Chart Evaluation)	40
Countermeasures	8
Law and Human Rights	8
Ethics, Standards of Practice and APA Bylaws	4
Scientific Testing	8
Information and Results Reporting	2
Psychology	20
Physiology	20
Practical Application of Mock Examinations	80
Program Elective Instruction:	<b>74</b>
The student will be familiarized with other polygraph-related content or given additional instruction on topics listed earlier, at the discretion of the program faculty. Anticipated subject matter areas include Quality Control Procedures, Preparing for & Providing Testimony, Testing with Interpreters, Introduction to Post Conviction Sex Offender Testing, Professional Involvement – Membership Opportunities, Other instruction to facilitate student understanding and to meet applicable licensing requirements.	
	<b>TOTAL: 400</b>

Modifications to the number of hours presented in each subject matter will be made for select students, consistent with requirements of the American Polygraph Association and the ASTM, to assist students in meeting applicable State and country licensing requirements.

### **INDIVIDUAL COURSE OBJECTIVES**

**Introduction to the History and Evolution of Psychophysiological Detection of Deception (Polygraph):** The student will identify, in writing, those persons who made notable contributions to the early and contemporary history of lie detection, and explain the evolution of polygraph instrumentation, polygraph techniques, test data analysis; the development of professional polygraph associations; and alternate methods of detection of deception.

**Mechanics of Instrument Operation:** The student will perform a proper functionality check of the type of instrument he or she anticipates using; and, during laboratory exercises, will demonstrate proper component placement, including primary and alternate locations; proper positioning of the examinee; proper software operations for the instrument he or she anticipates using; acceptable data collection practices; and the use of standardized annotations on polygraph examinations.

**Test Question Construction:** The student will demonstrate, in writing, an effective working knowledge of polygraph test questions for validated polygraph techniques. This includes twelve (12) hours of “fact taking” that analysis of case facts to identify the appropriate examination target issue.

**Polygraph Techniques:** The student will demonstrate a working knowledge of at least one testing protocol shown to meet APA validation standards for an evidentiary, investigative and screening application; and, will demonstrate an understanding of the essential components of these testing protocols, including the number of presentations, number of tests, and question sequence rules by listing, describing or explaining proper practices or performing mock examinations or portions thereof.

**Pre-Test Interviews:** The student will explain the rationale underlying pretest procedures and demonstrate the ability to conduct a free narrative, structured or semi-structured interview.

**Post-Test Interviews:** The student will explain, in writing, the rationale underlying post-test procedures, identify basic interview approaches, and demonstrate the process of post-test interviews for the various test outcomes.

**Test Data Analysis (Chart Evaluation):** The student will, in writing: (1) demonstrate a working knowledge of the physiological response patterns used in interpretation of polygraph data; (2) differentiate between data suitable and not suitable for analysis; and (3) analyze polygraph data using a validated scoring system, including the appropriate use of decision rules.

**Countermeasures:** The student will describe, in writing, common types of countermeasure attempts and identify atypical physiological patterns.

**Law and Human Rights:** The student will, in writing, summarize or describe laws applicable to polygraph, including Constitutional issues, federal regulations, court decisions, the Employee Polygraph Protection Act, Garrity, and the Americans with Disabilities Act.

**APA Ethics, Standards of Practice and By-Laws of the American Polygraph Association:** The student will describe, in writing, the relationships between the APA Code of Ethics, Standards of Practice and By-Laws and other considerations for the practice of polygraph including unethical practices of examiners from case studies of ethically questionable conduct.

**Scientific Testing:** The student will demonstrate, in writing, a conceptual knowledge of sensitivity, specificity, false positive errors, false negative errors and statistical significance in the application of these concepts to diagnostic and screening tests; while being exposed to various types of research articles appearing in *Polygraph & Forensic Credibility Assessment: A Journal of Science and Field Practice* or similar and applicable publications; and, will in writing, differentiate between an empirical study and its basic components, a literature review and a case study, and generally, explain their methodological strengths and weaknesses.

**Information and Results Reporting:** The student will demonstrate, in writing, an understanding of the fundamentals of ethical and effective report writing, including, at a minimum, the necessary information and content for the intended audiences; and the presentation of scientific test results consistent with the American Polygraph’s Association’s Standards of Practice.

**Psychology:** The student will explain in writing, the basic elements of human psychology and their applicability to the science of polygraph testing; to include learning theory, perception, memory and cognition, and disorders that could impact suitability for polygraph testing.

**Physiology:** The student will demonstrate in writing an understanding of the cardiovascular, respiratory, central nervous, peripheral nervous, integumentary and skeletal-muscular systems, as well as pharmacology, as they relate to the polygraph data.

**Practical Application of Polygraph/Mock Examinations:** The student will demonstrate basic proficiency in conducting a minimum of three complete polygraph examinations, monitored by a faculty member or instructional assistant that will be conducted under field like conditions with a student-to-monitor ratio not to exceed three-to-one.

**NO STUDENT WILL CONDUCT AN ACTUAL FIELD POLYGRAPH EXAMINATION UNTIL HE OR SHE HAS SUCCESSFULLY GRADUATED FROM THE 400 – HOUR EDUCATION AND TRAINING PROGRAM.**

**Education and Training Program Elective Instruction:** The student will be familiarized with other polygraph-related content or given additional instruction on topics listed earlier, at the discretion of the program faculty. Anticipated subject matter areas include Quality Control Procedures, Preparing for & Providing Testimony, Testing with Interpreters, Introduction to Post Conviction Sex Offender Testing, Professional Involvement – Membership Opportunities, Other instruction to facilitate student understanding and to meet applicable licensing requirements.

**Exams/Performance Evaluations:** To graduate from the training program, the student will successfully complete all written and three practical application examinations.

## **CURRICULUM CHANGES**

The Institute reserves the right to modify the curriculum consistent with the requirements of the American Polygraph Association, the American Association of Police Polygraphists, the American Society for Tests and Materials (ASTM International), and applicable government agencies from states and countries where graduates intend to practice.

## **RECRUITMENT, ADMISSION & RE-ADMISSION POLICY**

The AIIP maintains a website at [www.polygraphschoo.com](http://www.polygraphschoo.com), advertises in professional journals, and recruits students by participation in polygraph related seminars. The AIIP accepts students that are sponsored by an organization, as private employment opportunities in the polygraph profession of the U.S.A. are very limited.

Prospective students may enroll at any time up to the actual commencement of the scheduled class by submitting a completed enrollment agreement. Later enrollments are contingent upon requirements of the American Polygraph Association and the ability of the Institute to facilitate makeup training. Decisions will be made on a case by case basis. All enrollments will be on a “space permitting” basis.

A student withdrawing or being dismissed under the academic progress, attendance, suspension, and dismissal policies may re-enroll in a later training program providing appropriate fees are paid and if they meet the enrollment criteria in effect at that time. Students dismissed under the conduct policy are not eligible for re-admission.

**Graduation from an APA accredited program is only one requirement for membership, therefore graduation from the program does not guarantee acceptance into the APA.**

## **ACADEMIC PROGRESS POLICY**

The Institute will keep official records of the student’s progress during the course and will maintain examination grades. Students are informed of their progress verbally by periodic counseling sessions and will review all graded examinations. Students have the right to petition for access to student records.

The grading system used by the Institute consists of percentiles between zero and 100. Students must obtain at least a 75% on each of the written examinations and on the comprehensive final examination. Any examination grade below 75% will be considered unsatisfactory. **Students will receive additional training and will be re-tested following receipt of an unsatisfactory grade. Students will be dismissed from the training program if they receive an unsatisfactory grade on a re-test. Any student failing a third written examination, excluding those in physiology and psychology, will not be given a third re-test and will be dismissed from the training program.**

## **ATTENDANCE – SUSPENSION - DISMISSAL POLICY**

Students are expected to arrive on time for class with proper materials. Time lost due to late arrivals or early departures will be appropriately noted and the student will be required to make up the lost time. There will be no dismissal for tardiness if, at the discretion of the Director, a reasonable explanation is offered. After three (3) incidents of unexcused tardiness, the student may be dismissed from training.

Absence from any scheduled class without prior approval can be cause for termination. A total of three absences will be excusable if, at the Director's discretion, the student has a reasonable explanation. After a total of three absences, the student may be dismissed.

The student must physically be present at the training facility for not less than 95% of actual classroom instruction time, with remediation required for missed hours. All attendance requirements must be completed within 17 weeks of the class start date unless exception is made by the Director and approved by the American Polygraph Association.

Students who are unable to continue classes for medical reasons or severe personal problems will, at the discretion of the Director, be permitted to take a leave of absence until they are able to return to class. Under certain extenuating circumstances, a student may be allowed to finish missed portions of the program within a 12 month period from the initial start of the education and training program, if approved by the American Polygraph Association.

Any student may be dismissed for violation of rules, regulations and policies of the Institute, as set forth in Institute publications. A student also may be withdrawn from classes if he or she does not prepare sufficiently, neglects assignments, or makes unsatisfactory progress. The Director, after consultation with all parties involved, makes the final decision.

Instructors may temporarily suspend a student whose conduct is disruptive or unacceptable to the academic setting. After appropriate counseling, students who demonstrate a genuine desire to learn and conform to Institute standards of conduct, may be allowed to resume attendance. The Director will review each case and decide upon re-admittance.

A student is recorded as having terminated a program of study if more than five (5) days on which the student's classes were held have passed since the last date of actual attendance at the school. However, if earlier written notice of termination is received by the Institute, termination is the date of receipt of the written notice.

## **CONDUCT POLICY**

While enrolled, the Institute expects its students to conduct themselves in a professional manner at all times. **Acts of dishonesty and questionable moral turpitude are grounds for dismissal. CHEATING OR WILLFUL ASSISTANCE TO ANOTHER CHEATING WILL RESULT IN THE STUDENT BEING DISMISSED FROM THE TRAINING PROGRAM.** All students are expected to act maturely and are required to respect other students and faculty members. Incidents of criminal activity, to include illegal possession of weapons or drugs are not allowed at any time on the training site. Any violation of Institute policies may result in permanent dismissal from the Institute.

## **GRADUATION REQUIREMENTS**

To graduate from the basic polygraph examiner training program, students must successfully complete: 1) the written performance examinations or their re-tests; 2) the attendance requirements; 3) a minimum of 3 complete mock polygraph examinations; 4) an exit questionnaire, and, 5) other requirement of the American Polygraph Association should they arise.

## **PLACEMENT ASSISTANCE**

The American International Institute of Polygraph does not offer job placement assistance.

## **REFUND POLICY**

### **USA**

- Within the first two weeks of a training program: A full refund of the tuition paid if the Institute does not accept an applicant; the Institute discontinues a course or program of instruction; or if the student withdraws and the sponsoring agency requests a refund within the first two weeks of a training program. The sponsoring agency may elect to train another student at a future scheduled class in lieu of requesting a refund.



- During the third, fourth and fifth weeks of a training program: A refund of fifty percent (50%) of the tuition should a student withdraw or be dismissed from the training program for an academic reason; or, the sponsoring agency may elect to train another student at a future scheduled class in lieu of the refund.
- No refunds are available for those students dismissed from the training program due to a violation of the Institute Conduct Policy.
- There is no refund of the supplies/materials fee if the student withdraws or is terminated from the training program. Training manuals remain the property of the Institute until a student graduates.

## **REFUND POLICY**

### **South Africa**

Refunds are calculated from the last date of attendance and the Institute issues the appropriate refund in full to the contracting party within a maximum of thirty (30) days of termination.

A student terminating training is entitled to a refund of:

- |                                    |           |
|------------------------------------|-----------|
| • Within the first 5% of programme | 90%       |
| • Thereafter                       | No Refund |

## **COMPLAINTS**

Complaints should be brought to the attention of the Institute Director in order to be resolved. In the absence of the Director at the training site, students may direct complaints to the Instructor present, an instructional assistant, or the office manager. Complaints to the Director may be electronically provided via [polygraphchuck@gmail.com](mailto:polygraphchuck@gmail.com)). Upon receipt of a complaint, the Director will, within 3 days, initiate investigation and take what is believed to be appropriate lawful and ethical action. Complaints may also be made to the American Polygraph Association, the American Association of Police Polygraphists, and consistent with law.

## **TUITION AND FEES**

### **USA**

Tuition for the basic polygraph examiner-training program is \$5,500.00. An additional fee of \$250.00 is assessed for Institute provided training materials and a workbook that the graduating student maintains. Total due to Quality Polygraph Services, Inc., d.b.a. American International Institute of Polygraph on or before the first day of scheduled training is **\$5,750.00**, unless other arrangements are made with the Institute Director in advance. The Institute reserves the right to provide individual and group discounts on a case-by-case or contractual basis.

The above tuition and fees do not include costs associated with meals, lodging or transportation. The Institute can identify a hotel that will offer individual students reduced lodging rates. A one bedroom suite at a block rate of \$3,468.00 (68 days at \$51.00 daily) can be arranged. All student lodging, transportation and subsistence accommodations are outside the scope of any enrollment agreement with the American International Institute of Polygraph unless otherwise authorized by the Director.

## **TUITION AND FEES**

### **South Africa**

The "cost" of the course is \$5,750.00 VAT inclusive at the current rate of exchange. A deposit of **R5,000.00** is required upon booking with the balance payable in the first week of the course, unless other arrangements are made with the programme administrator. Note that this figure does not include accommodation or instrumentation.

Cancellations later than two weeks (14 days) prior to the commencement of the course will forfeit 50% of the deposit.