



Adult Workforce Fall 2018 Catalog



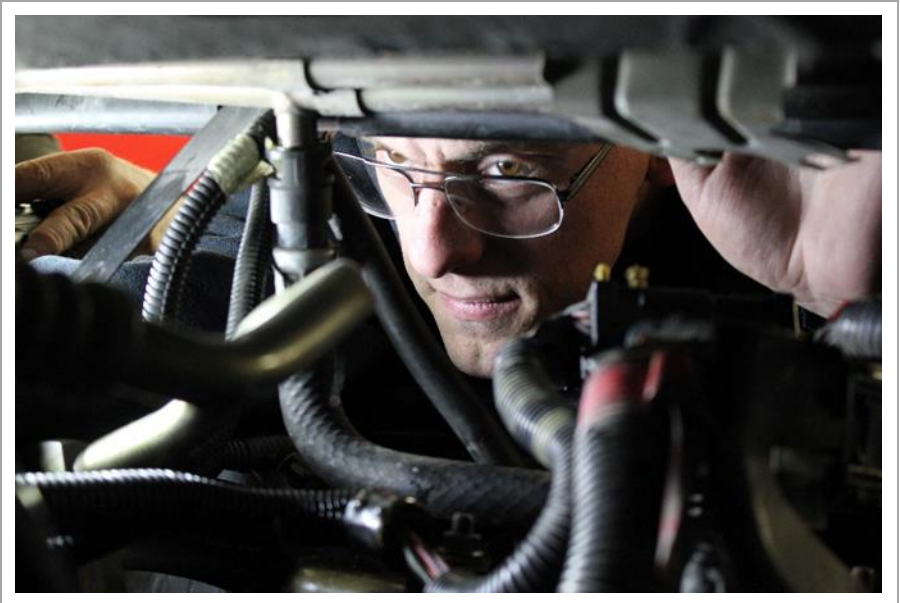
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AUBURN CAREER CENTER

EMPOWER, ENRICH, EXCEL

MACHINING/CNC*+

19ITP202P	665 HOURS	\$7,545.00
8/20/18-4/10/19	Monday thru Thursday	5:30 PM – 9:30 PM
19ITP202P2	665 HOURS	\$7,545.00
12/19/18-8/14/19	Monday thru Thursday	5:30 PM – 9:30 PM

Get ready for the high-demand, high-tech field of Machining/CNC and enjoy stable employment in the dynamic environment of manufacturing. A partnership with Kennametal Foundation and other leading manufacturers in the area delivers a state-of-the-art manufacturing training program. The course begins at Auburn and ends with an internship!

Modules: Machining I, Machining II, CNC Operations and Internship

Certification: 10-Hour OSHA General Industry Certification

INDUSTRIAL MAINTENANCE*+

19ITP800P	660 HOURS	\$7,730.00
8/20/18-7/8/19	Monday thru Thursday	6:00 PM – 10:00 PM

This course covers repair and maintenance of equipment in industrial facilities. Plant safety, rigging, blueprint reading, lubrication, bearings, pumps, hydraulics, pneumatics, mechanical drives, electricity, machining and welding are covered with a hands-on approach. Students are responsible to have leather boots and safety glasses prior to the start of class.

Modules: Introduction to Industrial Maintenance, Machining I, Machining II, Hydraulics/Pneumatics, Mechanical Drives and Motor Controls/PLC

Certification: 10-Hour OSHA General Industry Certification, Tow Motor Certification

Guidelines and Policies

ACCREDITATION

Auburn Career Center is accredited by the Commission of the Council on Occupational Education. Council on Occupational Education, 7840 Roswell Road, Building 300, Suite 325, Atlanta, GA 39350. www.council.org Telephone: 770-396-3898



PROGRAMMATIC ACCREDITATION

The Auburn Practical Nursing program complies with the Ohio Board of Nursing guidelines as set forth in the Ohio Administrative Code, Chapter 4723-5. The Ohio Board of Nursing is located at 17 South High Street, Suite 400, Columbus, OH 43215. Telephone: 614-466-3947

The EMT Basic program complies with the Ohio Department of Public Safety and was granted a Certificate of Accreditation to conduct Emergency Medical Services Education Programs in the State of Ohio under Ohio Revised Code Section 4765.17.

The Paramedic program complies with the Ohio Department of Public Safety and was granted a Certificate of Accreditation to conduct Emergency Medical Services Education Programs in the State of Ohio under Ohio revised Code Section 4765.17.

EQUAL OPPORTUNITY POLICY

Auburn Career Center provides equal opportunities in its educational programs. Auburn Career Center does not discriminate on the basis of race, color, natural origin, ancestry, creed, gender, age, religion, presence of a disability or handicap, marital status, pregnancy, sexual orientation or veteran status in the administration of its educational policies, admission policies, scholarship and loan programs and other school administered programs.

Financial Aid and Admissions Policies

ADMISSIONS ELIGIBILITY

Admission to Auburn Career Center Workforce Education is open to: (1) High School graduates from regionally accredited or state approved high schools. (2) Persons who hold a General Education Development High School Equivalency Certificate and/or GED. (3) High school students 16 years of age or older with written permission from parents and school principal prior to registration.

Students seeking admittance into full-time classes are responsible for completing the WorkKeys placement test, an admissions application and paying a **\$25** application fee prior to registering. The assessment is given at Auburn Career Center and must have been taken within the last two years in order for the scores to be valid. An appointment can be made by contacting 440.357.7542 ext. 8278. WorkKeys score requirements vary by program.

FINANCIAL AID*

Programs that are 600 clock hours or more are eligible for Federal Financial Aid. Auburn Career Center offers the following types of Federal Aid if students are eligible: Pell Grant, Direct Subsidized Stafford Loan, Direct Unsubsidized Stafford Loan and Direct Parent PLUS Loans for dependent students. **Direct Loans must be repaid!**

To apply for Federal Financial Aid, students must complete a Free Application for Federal Student Aid (FAFSA) on-line at: www.fafsa.gov. After completing the FAFSA, students should make an appointment with Shelley Barto 440-357-7542 ext. 8326 to discuss eligibility for Federal Financial Aid.

VETERANS BENEFITS

Some Career Training programs have been approved by the State of Ohio Approving Agency. Contact Shelley Barto 440-357-7542 ext. 8326 for further information.

TUITION PAYMENT PLAN+

Interest free, monthly payment plans are available.

INDUSTRIAL ELECTRICAL TRAINING+

19ITP911P	320 HOURS	\$4,215.00
8/20/18-1/29/19	Monday thru Thursday	6:00 PM – 10:00 PM
19ITP911P2	320 HOURS	\$4,215.00
2/4/19-7/1/19	Monday thru Thursday	6:00 PM – 10:00 PM

This course provides training in industrial electrical applications. Instruction consists of instructor led classroom, online topics and hands-on learning with equipment. Students are responsible to have a multi-meter and safety glasses prior to the start of class.

Modules: Core DC & AC Topics, Electronic Relay Controls, Motor Controls and Programming Logical Controller's (PLC)

Certification: 10-Hour OSHA General Industry Certification



AUBURN PRACTICAL NURSING PROGRAM*+

19HEA500D	1200 HOURS	\$14,181.00
8/20/18-7/18/19	Monday thru Friday	7:30 AM – 2:30 PM
19HEA500E	1200 HOURS	\$14,181.00
8/20/18-10/30/19	Monday thru Thursday	4:30 PM – 10:00 PM

A hands-on learning approach to training will prepare you for your state board-credentialing exam for LPN. Focuses on delivering high quality nursing care to clients in any stage of wellness or illness. As a part of Auburn's Health Career Pathway Partnership with Lakeland Community College, students who complete the program will be able to continue their career pathway education in most Associate Degree nursing programs.

To learn more details about Auburn's Practical Nursing Program contact the Adult Workforce Education Department to register for an information session.

EMT BASIC+

19HEA205A	220 HOURS	\$1,640.00
8/21/18-2/14/19	Tuesday/Thursday	6:00 PM – 10:00 PM

The Emergency Medical Technician program prepares students to provide basic emergency medical care and transportation for critical and emergent patients who access the emergency medical system. This individual possesses the basic knowledge and skills necessary to provide patient care and transportation. Emergency Medical Technicians function as part of a comprehensive EMS response, under medical oversight. Emergency Medical Technicians perform interventions with the basic equipment typically found on an ambulance. The Emergency Medical Technician is a link from the scene to the emergency health care system. Successful completion of the program allows the graduate to take the National Registry of Emergency Medical Technicians certification examination. This EMT-Basic Program is accredited by the Ohio Division of EMS and meets the NEW National EMT Curriculum. An additional 24 hours clinical time is required. Additional Fees may apply for immunizations, fingerprints and certification testing. ODPS #302

FIREFIGHTER I & II+

19FIR240A	300 HOURS	\$3,280.00
8/23/18-2/9/19	Thursdays	6:30 PM – 10:00 PM
	Saturdays	8:00 AM – 5:00 PM

Firefighter I & II training and education program is designed to train students for an entry-level position into the fire service. A student who has successfully completed the Firefighter I & II course will be eligible to take the certification examination. Classes held on Thursdays and Saturdays as well as some Fridays and Sundays. Additional fees may apply for immunizations, fingerprints and drug screening. Preferred ODPS EMS certification. ODPS#302

Prerequisite: Prior medical training with a minimum of AHA CPR/First Aid Card is required.

Certifications: 244 ODPS Firefighter, 16 EVOC Course

Refund Policy, Attendance and Statement of Liability

REFUND POLICY

Tuition refunds for Career Development Courses between 200 and 1200 clock hours will be prorated based upon the amount of tuition paid and the percentage of the program hours elapsed during the scheduled payment period. Students who have completed 50% or more of their program owe 100% of their tuition. ***Fees, books, tools and the application fee are non-refundable on the first day of class.*** For additional information regarding Auburn Career Center's Refund Policy, see the Student Handbook.

CLASS CANCELLATION POLICY

Classes may be cancelled if the minimum enrollment is not met. Auburn Career Center reserves the right to cancel, discontinue, postpone or combine courses before or after the first scheduled class. Students enrolled in a class that is cancelled will be contacted by phone and have the option to transfer to another class or receive a full refund. The refund will be made within 45 days of the programs planned start date.

STATEMENT OF LIABILITY

Auburn Career Center shall not be held liable for any injury(s) to individuals while on Auburn Career Center properties or any loss(es) and/or damage(s) to an individual's property that may occur while on Auburn Career Center properties. All students are responsible for following safety codes and procedures related to individual study courses. Students are expected to respect and adhere to school policies and course regulations. All students enrolled in any program at Auburn Career Center are expected to display good conduct and self-discipline.

ATTENDANCE

Students are required to maintain a 90% attendance rate, for each class, at a minimum. Some programs regulated by state or federal agencies, such as EMT, PN, and Paramedic, may have requirements that are more stringent.

Aspire

LEARN MORE. EARN MORE.

Auburn's Aspire Program provides **FREE** services for individuals who need assistance acquiring the skills to be successful in post-secondary education and training, and employment. All students are required to attend orientation, where an assessment is given to help determine the individual's educational needs and goals.

Services available:

- **Adult Secondary Education/High School Equivalence**
Preparation: Classes that prepare students for the High School Equivalency Certificate
- **Employment Skills:** Brush up on math or reading skills
- **English for Speakers of Other Languages (ESOL):** Free classes to learn how to speak, read or write English.
- **Distance Education:** Study from home in addition to class time!

Classes are offered mornings and evenings at various locations throughout Lake and Geauga Counties! See our website for locations: www.auburncc.org

Need more information? Call us at 440-358-8027

PARAMEDIC*+

19PAR910 1020 HOURS \$7,665.00
8/20/18 – 7/20/19 Monday/ Wednesday 6:00 PM – 10:00 PM

This intensive, 1020-hour course meets the new National Standard Curriculum for Paramedic. It is a comprehensive, rigorous State of Ohio accredited program designed to take a Basic or Intermediate EMT to the next level in the EMS or firefighting career. The course integrates online, classroom, practical, and clinical experiences to provide refinement of skills learned. Successful completion of this exam is necessary for State of Ohio Paramedic certification. This program currently holds a letter of review from CoAEMSP. ODPS Accreditation #302. Alternate Saturday's from 8:00 am – 5:00 pm.

Prerequisite: EMT-Basic or Intermediate EMT

The Auburn Career Center Paramedic program is in good standing with the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions.



HVAC-R TECHNICIAN*+

19ITP909P	600 HOURS	\$7,861.00
8/20/18-6/10/19	Monday thru Thursday	6:00 PM – 10:00 PM

This comprehensive HVAC-R course covers electrical process, refrigeration, cooling & A/C, heating, heat pumps, installation, air distribution and hydronics.

Modules: Safety & Electrical Process, Installation & Air Distribution, Heating Systems and Cooling, Air Conditioning & Heat Pumps.

Certifications: EPA Section 608 Certification, 10-Hour OSHA General Industry Certification

WELDING*+

19ITP913P	620 HOURS	\$7,745.00
8/20/18-6/18/19	Monday thru Thursday	5:45 PM – 9:45 PM

This comprehensive program is designed to teach the fundamentals of the welding process. Includes welding safety, plasma cutting, oxy/fuel cutting, carbon arc gauging, SMAW, GMAW and GTAW process, brazing, fabrication, measuring tools, blue print reading with welding symbol recognition, proper use of shop equipment and hand tools. Proper gas, rod and wire selections for each welding process including proper welding equipment set-up and equipment problem recognition. Welding certifications available. Students are responsible to have clear safety glasses, welding hood, welding jacket or fire retardant welders long sleeve shirt, welding gloves and leather boots.

Modules: Stick Welding, Intermediate Stick Welding, MIG Welding, TIG Welding and Advance Topics in Welding

Certifications: SMAW 1" Groove Weld Test, SMAW ASME Section IX B & PV Code Pipe Weld Test.

FCAW A36 1" 3G Groove **OR** GMAW A36 1" Groove.
GTAW 1/8" 304 2F Fillet Weld Test Stainless Steel **OR** Aluminum.

FACILITIES MAINTENANCE*+

19ITP801P	652 HOURS	\$7,770.00
8/20/18-7/2/19	Monday thru Thursday	6:00 PM – 10:00 PM

This course covers commercial and structure maintenance and repair, including safety, electrical, welding, carpentry, masonry, walls, windows, HVAC, plumbing and roofing. Students are responsible to have leather boots and safety glasses prior to the start of class.

Modules: Introduction to Facilities Maintenance, Basic Masonry, Basic Carpentry, Roofing Systems, Residential Wiring, Basic Plumbing, Wall, Door & Windows Repair/Install and HVAC

Certification: 10-Hour OSHA General Industry Certification, Tow Motor Certification



AUTOMOTIVE TECHNOLOGY*+

19ITP902P	600 HOURS	\$7,495.00
8/20/18-6/10/19	Monday thru Thursday	6:00 PM – 10:00 PM

This course covers the foundations of auto technology, including diagnostics, troubleshooting, suspension, brakes, electrical and electronics and engine performance. It provides ½ year credit towards time needed to take the ASE Certification test.

Modules: Routine Maintenance & Brakes, Suspension & Steering, Electrical & Electronics, Engine Repair, Engine Performance and Heating & Air Conditioning

Certification: 10-Hour OSHA General Industry Certification