



# Course Offerings

*June-September 2002*

# Ogden-Weber Applied Technology College

A Technical Skills Training College  
Accredited by the

Northwest Association of Schools and Colleges

Recipient  
of the U.S. Secretary of Education Award  
for  
Outstanding  
Vocational Programs

Information contained in this edition of the Ogden-Weber Applied Technology College Course Offerings is, to the best of the College's knowledge, correct at publication. This publication is not a contractual agreement. The Applied Technology College reserves the right to cancel and change programs and course offerings at any time.

Ogden-Weber Applied Technology College is committed to providing equal educational and employment opportunity regardless of sex, marital status or parental status, race, color, religion, age, national origin, and physical or mental handicap, unless it is a bona fide qualification, as required by Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendment of 1972, Section 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975 and the Americans With Disabilities Act. In addition, the Applied Technology College complies with state and federal safety guidelines of the Occupational Safety and Health Act. Student health facilities are not available on campus.

**Voter Registration Forms are available in Student Services.**



# Table of Contents



Tuition .....	4
Scholarships and Financial Aid .....	5
Getting Started .....	7
Holidays .....	7
How to Enroll High School Students .....	8
How to Enroll Adult Students .....	10
Training Occupations with Specific Enrollment Deadlines .....	11
Courses with Special Start and Stop Dates .....	11
Course Reference Table .....	12
Course Times and Locations .....	26
Accelerated Courses .....	32
Apprenticeship Training .....	33
Apprenticeship Calendar .....	36
Professional Truck Driving .....	37
Driver Education .....	38
ATC Program Advisors Directory .....	39
ATC Telephone Directory .....	40
College Maps .....	41

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# Tuition



Tuition at the College is based on the number of hours students are enrolled in each week. The more hours taken, the better tuition value for the student. A full-time student course load is 24 hours or more per week. However, a typical full-time course load is 30 hours per week. **Students are required to pay a \$30.00 registration fee, and four weeks of tuition before beginning their training. Tuition is then due every four weeks, in advance of course work.**

Tuition does not cover the cost of books and supplies. Tuition for non-resident, out-of-state resident and avocational students, is three and one-half times the regular rate.

Tuition is not assessed for OWATC holidays and non-school days. **Unpaid tuition will restrict students from attending classes until they (1) pay tuition or (2) make arrangements with the Office of Scholarships and Financial Aid.**


Upon withdrawal from the College, tuition that has been paid beyond the official withdrawal date will be refunded. Tuition will also be refunded in full for any courses canceled by the College.

**Enrollment and assessment fees are not refundable. All refunds must be requested at the time of withdrawal.** Note: There will be a \$15.00 re-enrollment charge when a student's

schedule is ended because they owe tuition.

Leaving the College without officially withdrawing will result in a forfeiture of any remaining tuition balance as well as additional assessments.

**The state of Utah covers the tuition of high school students currently enrolled. Book and tuition costs are covered for high school students enrolled in the College's regular training programs. High school students enrolled in apprenticeship & accelerated programs are required to purchase their own books.** High school students are required to pay an annual \$30.00 material usage fee for books and supplies.

 <b>2002-2003 Tuition Chart</b>						
Program	Hours /week	Cost /week	Approximate Four-Week Advance Payment*	Hours /term	Cost /term	Annual Cost
Most Programs	1-10	\$15.00	\$60.00	NA	NA	NA
	11-15	\$19.00	\$76.00	NA	NA	NA
	16-20	\$23.00	\$92.00	NA	NA	NA
	21-25	\$25.00	\$100.00	NA	NA	NA
	26 +	\$28.00	\$112.00	NA	NA	NA
Apprenticeship	NA	NA	NA	81	\$188.00	\$356.00**
Cosmetology	40	\$48.00	\$192.00	NA	NA	NA
CDL Test	NA	NA	NA	NA	\$66.00+ \$75.00***	NA
Driver Education	NA	NA	NA	48	\$195.00	NA
Practical Nursing	NA	NA	NA	NA	\$468.00	\$870.00
Truck Driving	NA	NA	NA	168	\$1500.00	NA
<b>CHANGING YOUR SCHEDULED HOURS MAY CHANGE YOUR TUITION RATE</b> * Varies according to length of month and holidays. ** This annual cost only includes tuition cost for two terms. *** The \$75.00 truck rental will be charged only if needed. Note: Tuition for out-of-state residents/avocational students is three times the regular tuition schedule.						

**NOTE:** Rates and Fees are subject to change. A current list of rates and fees can be found at the cashiers window.

# Scholarships and Financial Aid

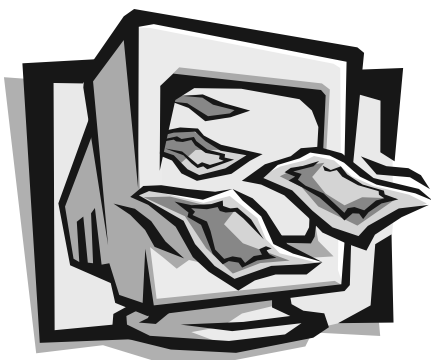


The College provides the student with a number of ways to finance their technical training. These include: (1) state and federal grants, (2) college scholarships and awards, and (3) Veterans Administration aid. Financial aid representatives are available to assist students in reviewing their financial need, options and qualifications, and in completing and submitting their applications.

## State and Federal Grants

A number of local, state, and federal financial assistance programs are available to full-time and part-time adult students to help with educational expenses, including tuition, fees, books and other educational costs. These assistance programs include:

- Federal Pell Grants
- Federal Supplemental Educational Opportunity Grants (FSEOG)
- Federal Work Study (FWS) Grants
- Leveraging Educational Assistance Partnership (LEAP)



Each of these grants provides financial assistance for one full year. The dollar amounts available are based on family income, the number of family members, and taxable/non-taxable income.

## Eligibility

To be eligible for any of these grants, the student must:

- Have financial need.
- Have a high school diploma, General Educational Development (GED) Certificate, or pass the Ability to Benefit Test.
- Be enrolled as a student working toward a certificate in an eligible training program.
- Be a U.S. citizen or eligible non-citizen.
- Have a valid Social Security number.
- Sign a statement of Educational Purpose/Certification on refunds and default.
- Register with the Selective Service, if required.
- Maintain satisfactory progress and attendance in the occupational training activities.

## Application Process

Complete and submit the Free Application for Federal Student Aid available in the Office of Scholarships and Financial Aid. Grant awards are made available on a first-come first-served basis. The students should apply as early as possible. Grants are awarded on July 1 and end on June 30 each year.

## Location:

SS107,  
Student Services Bldg.

## Hours:

Mon., Tues., & Thurs.:  
7:30a.m. to 6:00p.m.  
Wed.,  
7:30a.m. to 4:30p.m.  
Fri.,  
7:30 a.m. to 4:00 p.m.

## Phone:

627-8327



Meet with a financial aid representative to review the application and discuss the need for financial aid. The student must bring a copy of their federal tax return and/or verification of any untaxed income.

## Federal Work Study (FWS)

The Federal Work Study Grant pays eligible students to work part-time while they are enrolled and attending classes at the College. Several work study positions are available on and off campus year round. The student's eligibility is assessed when they submit their application for the other state and federal grants.

## College Scholarships and Awards

Each year, a number of scholarships are available to full-time and part-time students based on each applicant's need, knowledge, experience, skill performance, and academic performance (e.g., current classwork or prior schooling).

## Applied Technology Education Award

This award is available for high school seniors who intend to continue their technical training at the College after they graduate from high school. See a high school applied technology counselor for information.

## Advisory Council Scholarship

The College Advisory Council provides annual funding for scholarships to eligible students enrolled at the College.

## Powell Family Foundation Scholarships

This foundation has established a number of scholarships that are named to honor outstanding business and community leaders. They are: the Charles Barker Scholarships, the Jack Lampros Scholarships, the Sam Barker Scholarships, the

Mary L. Barker Scholarships, and the Rex Child Scholarships.

## Ralph Nye Charitable Foundation Scholarships

These scholarships provide annual financial assistance to eligible students enrolled at the College.

## Dee Livingood Scholarships

These scholarships were established in memory of Dee Livingood, who was a strong supporter of the College and a well-known contractor and community leader.

## General Scholarship Fund

These scholarships are designed to assist newly enrolled students and students already attending courses. Funds for these scholarships are made available through contributions from several individuals,

businesses, organizations, and professional associations such as: Autoliv ASP, Parker Hannifin Corp., Kimberly-Clark Corp., and Northern Wasatch Homebuilders Association.

## Tuition Waiver Awards

These tuition awards are provided by the Ogden-Weber Applied Technology College's Board of Trustees to eligible students enrolled at the College.

## Veterans Administration Aid

Military veterans may be eligible for educational benefits from the Veterans Administration. To qualify for full-time veterans benefits, students must attend 22 or more hours of training each week. Benefit amounts for students enrolled in less than 22 hours of training each week will be prorated.

## How do I Apply for Scholarships?

### Application Process

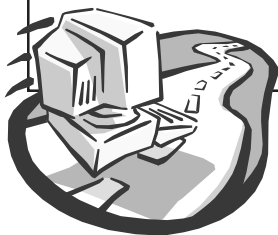
To apply for one of these scholarships/awards, the student must complete the following steps:

**1.**

Complete and submit a Scholarship/Award Application available in the Office of Scholarships and Financial Aid in the Student Services Building.

**2.**

Meet with a financial aid representative to review the application and discuss the need for financial aid.



# Getting Started

## Introduction

The Ogden-Weber Applied Technology College is open year-round to full-time and part-time adult and high school students. A high school diploma is not required to enroll.

All courses offered at the College teach students the technical and workplace skills that are in high demand with local employers throughout the greater Ogden area.

The College offers students three approaches to completing their training. An overview of each approach is presented below.

- Occupational Training
- Apprenticeship Training
- Accelerated Courses

## Occupational Training

Occupational training prepares full-time and part-time students for employment in over 51 different occupation, including occupations in Business Applica-

tions, Computer & Network Technologies, Construction Technologies, Cosmetology, Culinary Arts Occupations, Design Technologies, Health Occupations, Manufacturing, Medical Office Applications, and Professional Truck Driving.

Each training occupation contains a series of required courses. Students may take as many or as few courses as they wish; however, to graduate and receive a Certificate of Completion, students must complete all of the required courses in the training occupation.

Training time ranges from 1 month to 18 months, depending on the training occupation selected. Training occupations and completion times are shown in the catalog.

## Apprenticeship Training

Apprenticeship training prepares students to become

### Enrolment Location:

*Student Services Bldg.*

### Hours:

*Mon. - Thurs.:*

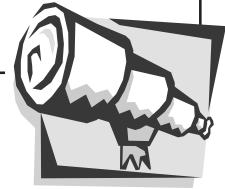
7:30a.m. to 6:30p.m.

*Fri.,*

7:30a.m. to 5:00 p.m.

### Phone:

**627-8420**



a Certified Journeyman in one of 13 different occupations.

A Journeyman Certification is a nationally recognized certification of competency, experience, and professionalism in a particular occupational field. Each apprenticeship training program is developed jointly with local employers and approved by the United States Bureau of Apprenticeship and Training.

Apprenticeship training involves two activities: (1) a specific amount of on-the-job training with an employer, and (2) a specific

## Holidays

<i>Date</i>	<i>Week Day</i>	<i>Holiday / Event</i>	<i>Training Status</i>	<i>Center Status</i>
June 10-14, 2002	M-F	Faculty/Staff Workshops	No Classes	Open for Business
July 4, 2002	Thursday	Independence Day	No Class	Closed
July 24, 2002	Wednesday	Pioneer Day	No Class	Closed
September 2, 2002	Monday	Labor Day	No Classes	Closed
November 28-29, 2002	Th-F	Thanksgiving	No Classes	Closed
December 23 - January 1, 2002	Inclusive	Winter Recess	No Classes	Open for Business 26, 27, 30, & 31
January 20, 2003	Monday	Martin Luther King Day	No Classes	Closed
February 17, 2003	Monday	President's Day	No Classes	Closed

amount of classroom training at the College.

Training time ranges from one to four years, depending on the apprenticeship selected. Apprenticeships and completion times are shown in the apprenticeship catalog.

### Accelerated Courses

Accelerated courses are usually short, 9 to 12 hour courses that are open to anyone (beginning, intermediate or advanced). These courses provide students with specific technical skills in areas such as computer software, computer hardware, interpersonal communication, building and construction techniques, electronics, welding, bricksculpting, tile setting, etc.

Training consists of (1) *demonstrations and discussions*, (2) *handouts*, and (3) *hands-on practice at the College*.

A list of accelerated courses and their start dates is shown in the accelerated catalog.

**Note:** For additional information or questions about registering for school, please call 627-8402.

### Accelerated Classes

Enrollment, 627-8349

To reserve a seat in the class, the student must call BEFORE the class begins. The student must be prepared to pay for the class by using a credit card or bringing the payment directly to the College (Student Services Building, Cashier's Window).

# Steps to Enrollment

## High School Students

### Location:

SS101,  
Student Services Bldg.

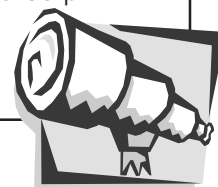
### Hours:

Mon. - Thurs.:  
7:30 a.m. to 6:30 p.m.  
Friday  
7:30 a.m. to  
noon

Counselor Appointments:  
**627-8402**

Assessment Appointments:  
**627-8420**

Assessment Office Hours:  
M,W 10:00 am-6:30 pm  
Tu, TH 7:30 am-4:00 pm  
Fri. Closed



### Otherwise Bring:

- High school transcript
- A copy of your current high school schedule
- OWATC Enrollment Authorization Form
- \$30 material usage fee (In some programs, you may want to purchase your own books.)

If your high school grade point average (GPA) is less than 2.0, you will need to test (assess) prior to entering the OWATC. To make an appointment, call the telephone number listed above. If your GPA is above 2.0 you can use the following procedure:

**1.**

Talk to the applied technology education coordinator at the high school about attending the Ogden-Weber Applied Technology College. The training options at the College will be explained to you.

**2.**

Your high school coordinator will schedule an OWATC counselor appointment for Medical or Dental programs.

**3.**

OWATC counselors will evaluate your transcript to determine transfer credit and whether you need to take any tests.

**4.**

Complete enrollment process. An enrollment specialist will assist you in developing a course schedule.

**5.**

Attend orientation.





## Driver Education

Enrollment, 627-8420

Arrive to enroll in the Student Services Building a minimum of an hour prior to the 5:00 p.m. start time on the Monday the student wishes to begin class.

### Bring:

Social Security card  
Birth certificate  
Tuition and registration fees

**Note:** For additional information or questions about registering for school, please call 627-8402.

## Changing Course Schedule

Each time students sign up for a new course and/or drop a course, they must complete the steps shown below.

The student is responsible for initiating and submitting the changes. A program advisor and career guidance counselor is available to answer questions and provide assistance. A list of the College's program advisors is shown on page 37.

**Changing the number of hours scheduled may change the tuition rate.**

## Three Steps for Adding or Dropping a Course

### 1.

Check the Occupational Training Outline (OTO) for the next required course. Select the next required course in the training occupation from the OTO. If you have questions about your OTO, contact your program advisor. Program advisors are listed on page 37.

### 2.

Check for course times and locations. See page 22 for when and where the next required course(s) will be taught. (If you have questions about your course schedule, contact your program advisor).

### 3.

Complete and submit a Course Change Request Form to an enrollment specialist. Forms are available through program advisors and the Enrollment Office. If the course to be added is full, select another required course from the OTO.

We recommend that the student review the Course Change Request form first with a program advisor who will (1) recommend the course that should be taken next, or (2) refer the student directly to the Enrollment Office.

Once the changes are completed, the students will receive a copy of their new weekly course schedule.

## How to Withdraw

The student must initiate a withdrawal from the College when they (1) complete all of the occupational courses and decide to leave the College, or (2) if, for any reason, the student no longer wishes to attend. An official withdrawal is required because of the College's open-entry/open-exit system of training.

Students must complete and submit a Withdrawal form to the Enrollment Office to officially end their training at the College. These forms are available from a program advisor, instructor, or the

Enrollment Office. All withdrawals must be done in person or in writing. Students should also complete the placement survey they received at enrollment. Students may complete the form with an advisor or fill out a new one with the enrollment specialist who withdraws them. High school students may not withdraw without the permission of their applied technology counselor.

If the student does not officially withdraw from the College, they will continue to be financially responsible for any tuition that accrues from their courses, even if they are no longer attending.

## How to Re-Enroll

Former students are welcome to re-enroll at the College at any time; however, students with outstanding tuition payments will not be allowed to re-enroll at the College until all past-due tuition and fees are paid in full.

Students who withdraw and then re-enroll are assessed a \$15 non-refundable re-enrollment fee if their re-enrollment is within one year of their withdrawal date. Students who re-enroll after one year from their withdrawal date must pay a \$30 non-refundable re-enrollment fee. If assessment is necessary for re-enrollment at the College, students must pay a \$10 assessment fee regardless of their withdrawal date.

## How to Take a Leave of Absence

Students may take a leave of absence without completely withdrawing from the College. During a leave of

absence, students are not charged tuition. A leave of absence is good for two 5-school-calendar-day periods or one 10-school-calendar-day period per fiscal year (July 1 to June 30).

To take a leave of absence, students must (1) fill out a Leave of Absence form located in the Enrollment Office, (2) notify their instructor(s), and (3) receive approval from their sponsors or high school (if applicable). The Leave of Absence form must be processed through the Enrollment Office.

# Steps to Enrollment

## Adult Students

### Location:

SS101,  
Student Services Bldg.

### Hours:

Mon. - Thurs.:  
7:30 am to 6:30 am  
Fri.:  
7:30 am to noon

Counselor Appointments:  
**627-8402**

Assessment Appointments:  
**627-8420**

Assessment Office Hours:  
M,W 10:00 am-6:30 pm  
Tu, TH 7:30 am-4:00 pm  
Fri. Closed

Financial Aid:  
**627-8327**

Adult students must demonstrate the "ability-to-benefit" prior to enrolling in the College training programs. Adult students can demonstrate the "ability-to-benefit" by (1) having a high school diploma or GED certificate or (2) passing a federal Department of Education approved test (ability-to-benefit test).

Assessment and career counseling are available through the College's Student Services Department. Students can make an appointment at any time with an assessment or career guidance counselor in order to check progress, assess education needs, or establish a career plan.



1. Contact Student Services to determine "ability-to-benefit" need for the program the student is enrolling.
2. If needed, complete assessment, counseling and any career exploration needed prior to enrollment.
3. Enroll in classes.
4. Pay tuition and fees for the first four-week period. Apprenticeships, practical nursing and truck driving students must pay for the entire term.
5. Attend orientation.



## Training Occupations with Specific Enrollment Dates

Students may enroll in most training occupations at any time; however, some training occupations have enrollment deadlines. To take courses in the training occupations shown below, students must enroll by the deadline indicated.

Training Occupation	Application Deadline	Enrollment Deadline	Beginning Date
Cosmetologist/Barber		One week prior to begin	July 8, 2002
Practical Nursing	March 1, 2001	One week prior to begin	August 26, 2002

## Courses with Special Start and Stop Dates

Most courses at the College are available throughout the year; however, as shown below, a few courses are only offered at certain times during the year. These courses are also listed in the Course Times and Locations section of this publication on page 26.

Course	Hrs	Instructor	Date	Days	Time	Location
Anatomy & Physiology	90	Taggart	TBA	M-F	10 am - 12 pm	BU116
Business Writing	20	Kartchner	7/1-8/2	M-F	10 am - 11 am	BU105
	20	Kartchner	8/5-9/6	M-F	10 am - 11 am	BU105
Keyboard Mastery I, II, III	40	Kartchner	6/26-8/23	M-F	11 am - 12 pm	BU132
	40	Kartchner	6/26-8/23	M-F	2 pm - 3 pm	BU132
	40	Kartchner	8/28-10/25	M-F	11 am - 12 pm	BU132
	40	Kartchner	8/28-10/25	M-F	2 pm - 3 pm	BU132
Medical Office Administration	100	Holley	6/17-8/16	M-F	1 pm - 3 pm	BU145
Practical Nursing	Sem	Carlson	8/26-12/13	M-F	Arranged	BU158
Radiology Basics	134	Zaugg	TBA	T/Th	6 pm - 10 pm	BU119
Resume Writing	10	Stevenson	7/8-7/19	M-F	8 am - 9 am	BU110

# Course Reference Table



Students may use this table as a quick reference to find all areas of study currently being offered at the College. Each area of study is listed alphabetically under the heading titled ① "Subject/Course." These subject areas or courses are organized into courses of

study called Occupational Training Outlines (OTOs). In order to qualify for a Certificate of Completion, students must complete all required courses within an OTO (see catalog for OTO listings). Students not pursuing certification may enroll in any course provided

they meet enrollment standards for the course. In order to register for a subject area or course, students should enroll in the class listed in the column titled ② "Enroll IN/Class." Course times and location information is listed beginning on page 23.

<b>Subject / Course</b>	<b>Enroll IN / Class</b>
3 Guides .....	MULTIMEDIA
3D Studio Max .....	MULTIMEDIA
3D Studio Max R2 .....	DRAFTING
3D Studio Max R2/AutoCAD R14 .....	DRAFTING
ACC Advisor Orientation .....	ACCOUNTING
ACC D .....	Drafting
Automation Technician Final Exam .....	AUTOMATED MANUFACTURING TECHNOLOGY
Automation Technician OJT .....	AUTOMATION TECHNICIAN OJT
Bakeshop .....	CULINARY ARTS
Basic Electronics (Workshop) .....	AUTOMATED MANUFACTURING TECHNOLOGY
Binary, Octal and Hexadecimal, Project 7.4 .....	MATH
Blueprint Reading .....	QUALITY
Blueprint Reading Elementary .....	QUALITY
Breakfast Cooking .....	CULINARY ARTS



<b>Subject / Course</b>	<b>Enroll IN / Class</b>
COURSE	ENROLL_IN
3D Studio Max R4	MEDIA DESIGN TECHNOLOGY
5S Workshop	AUTOMATED MANUFACTURING TECHNOLOGY
A+ Certification	A+ CERTIFICATION
A+ Study Lab	A+ STUDY LAB
ACC Advisor Orientation	ACC ADVISOR ORIENTATION
ACCEL Access 2000 Advanced	ACCEL ACCESS 2000 ADVANCED
ACCEL Access 2000 Beginning	ACCEL ACCESS 2000 BEGINNING
ACCEL Access 2000 Intermediate	ACCEL ACCESS 2000 INTERMEDIATE
ACCEL Access 97 Advanced	ACCEL ACCESS 97 ADVANCED
ACCEL Accounting for Beginners	ACCEL ACCOUNTING FOR BEGINNERS
ACCEL Adobe Premier 6.0	ACCEL ADOBE PREMIER 6.0
ACCEL Autocad Customization	ACCEL AUTOCAD CUSTOMIZATION
ACCEL CMA Test Review	ACCEL CMA TEST REVIEW
ACCEL CNT Lab	ACCEL CNT LAB
ACCEL COMPUTER LITERACY - SPANISH	ACCEL COMPUTER LITERACY - SPANISH
ACCEL CSA Lab	ACCEL CSA LAB
ACCEL Clipper Cuts	ACCEL CLIPPER CUTS
ACCEL Computer Literacy - Basic	ACCEL COMPUTER LITERACY - BASIC
ACCEL Computer Literacy - Intermediate	ACCEL COMPUTER LITERACY - INTERMEDIATE
ACCEL Computer Literacy -Spanish Intermediate	ACCEL COMPUTER LITERACY - SPANISH INTER

*Cross Reference Table Continued . . .*

<i>Subject / Course</i>	<i>Enroll IN / Class</i>
ACCEL EMT Refresher	ACCEL EMT REFRESHER
ACCEL EPA Certification Testing	ACCEL EPA CERTIFICATION TESTING
ACCEL Ethnic Hair	ACCEL ETHNIC HAIR
ACCEL Excel 2000 Advanced	ACCEL EXCEL 2000 ADVANCED
ACCEL Excel 2000 Beginning	ACCEL EXCEL 2000 BEGINNING
ACCEL Excel 2000 Intermediate	ACCEL EXCEL 2000 INTERMEDIATE
ACCEL Federal Pharmacy Law 2002 TION	ACCEL PHARMACY TECH CONTINUING EDUCA-
ACCEL Getting A Job and Keeping It	ACCEL GETTING A JOB AND KEEPING IT
ACCEL HTML	ACCEL HTML
ACCEL IV Certification	ACCEL IV CERTIFICATION
ACCEL Java Script	ACCEL JAVA SCRIPT
ACCEL Keyboarding literacy - Spanish	ACCEL KEYBOARDING LITERACY - SPANISH
ACCEL Low-Voltage and Limited-Energy Systems	ACCEL LOW-VOLTAGE AND LIMITED-ENERGY SYS
ACCEL Multi-Media Lab	ACCEL MULTI-MEDIA LAB
ACCEL NEC Grounding	ACCEL NEC GROUNDING
ACCEL National Electrical Code Update	ACCEL NATIONAL ELECTRICAL CODE UPDATE
ACCEL Natural Hormone Replacement 2002 TION	ACCEL PHARMACY TECH CONTINUING EDUCA-
ACCEL PHARMACY TECH CONTINUING EDUCATION TION	ACCEL PHARMACY TECH CONTINUING EDUCA-
ACCEL Personal Computers Introduction	ACCEL PERSONAL COMPUTERS INTRO
ACCEL PhotoShop 5.5	ACCEL PHOTOSHOP 5.5
ACCEL PowerPoint 2000 Beginning	ACCEL POWER POINT 2000 BEGINNING
ACCEL PowerPoint 2000 Intermediate	ACCEL POWER POINT 2000 INTERMEDIATE
ACCEL Quickbooks 2001	ACCEL QUICKBOOKS 2001
ACCEL Tile Setting	ACCEL TILE SETTING
ACCEL Windows 98	ACCEL WINDOWS 98
ACCEL Wood Working	ACCEL WOOD WORKING
ACCEL Word 2000 Advanced	ACCEL WORD 2000 ADVANCED
ACCEL Word 2000 Beginning	ACCEL WORD 2000 BEGINNING
ACCEL Word 2000 Intermediate	ACCEL WORD 2000 INTERMEDIATE
AMT Lathe and Milling Machine Operations	MACHINING
AMT Lathe and Milling Machine Operations -Written Exam	MACHINING
AMT Machining Lab Operations	MACHINING
AMT Machining Lab Operations-Skill Test	MACHINING
AMT Plumbing	MANUFACTURING SUPPORT
Accel ACC Lab	ACCEL ACC LAB
Accel Common Medication Errors 2002 TION	ACCEL PHARMACY TECH CONTINUING EDUCA-
Accel Customer Service with a Smile TION	ACCEL PHARMACY TECH CONTINUING EDUCA-
Access 2000	DATABASES
Access 2000 Short	DATABASES
Accounting OJT	ACCOUNTING OJT
Accounting Resume Writing and Interviewing	RESUME WRITING AND INTERVIEWING
Accounting Software (Quickbooks Pro)	ACCOUNTING
Acct 1-Basic Cycle	ACCOUNTING
Acct 2-Service and Proprietorship	ACCOUNTING

*Cross Reference Table Continued . . .*

<i>Subject / Course</i>	<i>Enroll IN / Class</i>
Acct 3-Merchandising	ACCOUNTING
Acct 4-Merchandising and Partnerships	ACCOUNTING
Acct 5-Corporations and Manufacturing	ACCOUNTING
ActionScript	PROGRAMMING LANGUAGE
After Effects 5.1	MEDIA DESIGN TECHNOLOGY
Aircraft Sheet Metal Fabrication	SHEET METAL FABRICATION
Alternating Current Theory	ELECTRICAL
Anatomy and Physiology	ANATOMY AND PHYSIOLOGY
Animator Mastery	MEDIA DESIGN TECHNOLOGY
Apply Fasteners and Hardware	CABINET MAKING
Apply Finishes	CABINET MAKING
Apprentice Carpenter I-A	APPRENTICE CARPENTER I-A
Apprentice Carpenter I-B	APPRENTICE CARPENTER I-B
Apprentice Carpenter II-A	APPRENTICE CARPENTER II-A
Apprentice Carpenter II-B	APPRENTICE CARPENTER II-B
Apprentice Carpenter III-A	APPRENTICE CARPENTER III-A
Apprentice Carpenter III-B	APPRENTICE CARPENTER III-B
Apprentice Carpenter IV-A	APPRENTICE CARPENTER IV-A
Apprentice Carpenter IV-B	APPRENTICE CARPENTER IV-B
Apprentice Electrician (Union) I-A	APPRENTICE UNION ELECTRICIAN I-A
Apprentice Electrician (Union) I-B	APPRENTICE UNION ELECTRICIAN I-B
Apprentice Electrician (Union) II-A	APPRENTICE UNION ELECTRICIAN II-A
Apprentice Electrician (Union) II-B	APPRENTICE UNION ELECTRICIAN II-B
Apprentice Electrician (Union) III-A	APPRENTICE UNION ELECTRICIAN III-A
Apprentice Electrician (Union) III-B	APPRENTICE UNION ELECTRICIAN III-B
Apprentice Electrician (Union) IV-A	APPRENTICE UNION ELECTRICIAN IV-A
Apprentice Electrician (Union) IV-B	APPRENTICE UNION ELECTRICIAN IV-B
Apprentice Electrician (Union) V-A	APPRENTICE UNION ELECTRICIAN V-A
Apprentice Electrician (Union) V-B	APPRENTICE UNION ELECTRICIAN V-B
Apprentice Electrician I-A	APPRENTICE ELECTRICIAN I-A
Apprentice Electrician I-B	APPRENTICE ELECTRICIAN I-B
Apprentice Electrician II-A	APPRENTICE ELECTRICIAN II-A
Apprentice Electrician II-B	APPRENTICE ELECTRICIAN II-B
Apprentice Electrician III-A	APPRENTICE ELECTRICIAN III-A
Apprentice Electrician III-B	APPRENTICE ELECTRICIAN III-B
Apprentice Electrician IV-A	APPRENTICE ELECTRICIAN IV-A
Apprentice Electrician IV-B	APPRENTICE ELECTRICIAN IV-B
Apprentice HVAC Service Technician I-A	APPRENTICE HVAC SERVICE TECHNICIAN I-A
Apprentice HVAC Service Technician I-B	APPRENTICE HVAC SERVICE TECHNICIAN I-B
Apprentice HVAC Service Technician II-A	APPRENTICE HVAC SERVICE TECHNICIAN II-A
Apprentice HVAC Service Technician II-B	APPRENTICE HVAC SERVICE TECHNICIAN II-B
Apprentice HVAC Service Technician III-A	APPRENTICE HVAC SERVICE TECHNICIAN III-A
Apprentice Machinist I-A	APPRENTICE MACHINIST I-A
Apprentice Machinist I-B	APPRENTICE MACHINIST I-B
Apprentice Machinist II-A	APPRENTICE MACHINIST II-A
Apprentice Machinist II-B	APPRENTICE MACHINIST II-B
Apprentice Machinist III-A	APPRENTICE MACHINIST III-A
Apprentice Machinist III-B	APPRENTICE MACHINIST III-B
Apprentice Machinist IV-A	APPRENTICE MACHINIST IV-A
Apprentice Machinist IV-B	APPRENTICE MACHINIST IV-B

*Cross Reference Table Continued . . .*

<i>Subject / Course</i>	<i>Enroll IN / Class</i>
Apprentice Painter I-A	APPRENTICE PAINTER I-A
Apprentice Pharmacy Technician I-A	APPRENTICE PHARMACY TECHNICIAN I-A
Apprentice Pharmacy Technician I-B	APPRENTICE PHARMACY TECHNICIAN I-B
Apprentice Pharmacy Technician OJT I-A	APPRENTICE PHARMACY TECHNICIAN OJT I-A
Apprentice Pharmacy Technician OJT I-B	APPRENTICE PHARMACY TECHNICIAN OJT I-B
Apprentice Plumber I-A	APPRENTICE PLUMBER I-A
Apprentice Plumber I-B	APPRENTICE PLUMBER I-B
Apprentice Plumber II-A	APPRENTICE PLUMBER II-A
Apprentice Plumber II-B	APPRENTICE PLUMBER II-B
Apprentice Plumber III-A	APPRENTICE PLUMBER III-A
Apprentice Plumber III-B	APPRENTICE PLUMBER III-B
Apprentice Plumber IV-A	APPRENTICE PLUMBER IV-A
Apprentice Plumber IV-B	APPRENTICE PLUMBER IV-B
Apprentice Sheet Metal (Union) I-A	APPRENTICE UNION SHEET METAL I-A
Apprentice Sheet Metal (Union) I-B	APPRENTICE UNION SHEET METAL I-B
Apprentice Sheet Metal (Union) II-A	APPRENTICE UNION SHEET METAL II-A
Apprentice Sheet Metal (Union) II-B	APPRENTICE UNION SHEET METAL II-B
Apprentice Sheet Metal (Union) III-A	APPRENTICE UNION SHEET METAL III-A
Apprentice Sheet Metal (Union) III-B	APPRENTICE UNION SHEET METAL III-B
Apprentice Sheet Metal (Union) IV-A	APPRENTICE UNION SHEET METAL IV-A
Apprentice Sheet Metal (Union) IV-B	APPRENTICE UNION SHEET METAL IV-B
Apprentice Sheet Metal I-A	APPRENTICE SHEET METAL I-A
Apprentice Sheet Metal I-B	APPRENTICE SHEET METAL I-B
Apprentice Sheet Metal II-A	APPRENTICE SHEET METAL II-A
Apprentice Sheet Metal II-B	APPRENTICE SHEET METAL II-B
Apprentice Sheet Metal III-A	APPRENTICE SHEET METAL III-A
Apprentice Sheet Metal III-B	APPRENTICE SHEET METAL III-B
Apprentice Sheet Metal IV-A	APPRENTICE SHEET METAL IV-A
Apprentice Sheet Metal IV-B	APPRENTICE SHEET METAL IV-B
Apprentice Telecommunications Technician (Union) I-A	APPRENT TELECOMMUNICATIONS TECH UN I-A
Apprentice Telecommunications Technician (Union) I-B	APPRENT TELECOMMUNICATIONS TECH UN I-B
Apprentice Telecommunications Technician (Union) II-A	APPRENT TELECOMMUNICATIONS TECH UN II-A
Apprentice Telecommunications Technician (Union) II-B	APPRENT TELECOMMUNICATIONS TECH UN II-B
Apprentice Telecommunications Technician (Union) III-A	APPRENT TELECOMMUNICATIONS TECH UN III-A
Apprentice Telecommunications Technician (Union) III-B	APPRENT TELECOMMUNICATIONS TECH UN III-B
Apprentice Welder I-A	APPRENTICE WELDER I-A
Apprenticeship Communications	APPRENTICESHIP COMMUNICATIONS
Apprenticeship Math	APPRENTICESHIP MATH
Apprenticeship Pharmacy Math	APPRENTICESHIP MATH
Architecture (Ogden High School)	DRAFTING-OGDEN HIGH SCHOOL
Architecture I	DRAFTING
Authorware 5	MEDIA DESIGN TECHNOLOGY
AutoCAD Open Lab	DRAFTING
AutoCad 2000 Quick	DRAFTING

*Cross Reference Table Continued . . .*

<i>Subject / Course</i>	<i>Enroll IN / Class</i>
Autocad Introduction	DRAFTING
Automated Manufacturing Technology Math I	MATH
Automated Manufacturing Technology Math II	MATH
Automated Manufacturing Technology Math III	MATH
Automation Controls Troubleshooting I	AUTOMATED MANUFACTURING TECHNOLOGY
Automation Controls Troubleshooting I (WS) (W)	AUTOMATION CONTROLS TROUBLESHOOTING I
Automation Controls Troubleshooting I -Skills Test	AUTOMATED MANUFACTURING TECHNOLOGY
Automation Controls Troubleshooting I -Written Exam	AUTOMATED MANUFACTURING TECHNOLOGY
Automation Technician-Final Exam	AUTOMATED MANUFACTURING TECHNOLOGY
Bakeshop	CULINARY ARTS
Basic Carpentry (Ben Lomond)	WOODSHOP-BEN LOMOND HIGH SCHOOL
“Binary, Octal and Hexadecimal Numbers, “ Project 7.4	MATH
Blueprint Reading	AUTOMATED MANUFACTURING TECHNOLOGY
Blueprint Reading	MANUFACTURING SUPPORT
Blueprint Reading Elementary	MANUFACTURING SUPPORT
Blueprint Reading Elementary-Sheetmetal	SHEET METAL FABRICATION
Blueprint Reading-Sheetmetal	SHEET METAL FABRICATION
Brazing Basic-24	BRAZING BASIC-24
Breakfast Cooking	CULINARY ARTS
Bricklaying Career Exploration	BRICKLAYING
Bricklaying Fundamentals	BRICKLAYING
Bricklaying Math	MATH
Bricklaying OJT	BRICKLAYING OJT
Bricklaying OJT/Co-op	BRICKLAYING OJT/COOP
Bricklaying/Hod Carrying	BRICKLAYING/HOD CARRYING
Bricklaying/Masonry Advanced	BRICKLAYING
Bricklaying/Stone Laying Basic	BRICKLAYING
Build and Install a Cabinet	CABINET MAKING
Building Design and Blueprint	CARPENTRY
Business English Essentials	ENGLISH
Business Writing	BUSINESS WRITING
C++	PROGRAMMING LANGUAGE
CNC Advanced Projects	MACHINING
CNC Lathe and Mill Operations	MACHINING
Cabinet Making Math	MATH
Cabinet and Mill (Ben Lomond)	WOODSHOP-BEN LOMOND HIGH SCHOOL
Cabinetry Career Exploration	CABINET MAKING
Cabinetry OJT	CABINET MAKING OJT
Calculating for Business	ACCOUNTING
Calculator Speed Certification	ACCOUNTING
Career Assessment	CAREER ASSESSMENT
Carpentry Career Exploration	CARPENTRY
Carpentry Hand Tools	CARPENTRY
Carpentry Math	MATH
Carpentry OJT	CARPENTRY OJT
Character Studio R3	MEDIA DESIGN TECHNOLOGY

*Cross Reference Table Continued . . .*



<i>Subject / Course</i>	<i>Enroll IN / Class</i>
Clinical Lab I	CLINICAL LAB
Clinical Lab II	CLINICAL LAB
Clinical Practices - Dental Aide	DENTALASSISTANT
Cold Foods	CULINARY ARTS
Commercial Drivers License Test	CDL TEST WITH TRUCK RENTAL
Commercial Drivers License Test	CDL TEST WITHOUT TRUCK RENTAL
Communication 2000	COMMUNICATION
Complete Final Projects	CABINET MAKING
Computer Introduction	COMPUTER INTRODUCTION
Computer Networking/Technical	COMPUTER INTRODUCTION
Advisor Orientation	
Computer Networking/Technical Support Independent Study	COM NET/TECH SUPPORT INDEPENDENT STUDY
Computer Networking/Technical Support Math	MATH
Computer Networking/Technical Support OJT OJ	COMPUTER NETWORKING/TECHNICAL SUPPORT
Computer Networking/Technical Support Resume Writing and Interviewing	RESUME WRITING AND INTERVIEWING
Computer Software Applications Advisor Orientation	CSAADVISOR ORIENTATION
Computer Software Applications OJT	COMPUTER SOFTWARE APPLICATIONS OJT
Computer Software Applications Resume Writing and Interviewing	RESUME WRITING AND INTERVIEWING
Construction Materials and Fasteners	CARPENTRY
Cosmetology Special Projects	COSMETOLOGY/BARBERING
Cosmetology/Barbering	COSMETOLOGY/BARBERING
Cosmetology/Barbering Career Exploration	COSMETOLOGY/BARBERING
Cosmetology/Barbering Instructor Development	COSMETOLOGY/BARBERING INSTRUCTOR
Create Millwork	CABINET MAKING
Culinary Arts Career Exploration	CULINARY ARTS
Culinary Arts OJT	CULINARY ARTS OJT
Culinary Arts Resume Writing and Interviewing	CULINARY ARTS
DOS Using Windows	DOS USING WINDOWS
Data-Entry Concepts	DATA-ENTRY
Defensive Driving Professional	TRUCK DRIVING PROFESSIONAL
Demonstrate Knowledge of Cabinet Making Program	CABINET MAKING
Demonstrate Use of Safety	CABINET MAKING
Dental Assistant Clinical Practices	DENTALASSISTANT
Dental Orientation	DENTALASSISTANT
Dental Orientation-Aide	DENTALAIDE
Dental Practicum	DENTALASSISTANT PRACTICUM
Design Drafting I/AutoCAD R2000	DRAFTING
Design Drafting II	DRAFTING
Design Drafting OJT	DESIGN DRAFTING OJT
Director 8.5	MEDIA DESIGN TECHNOLOGY
Drafting (Ogden High School)	DRAFTING-OGDEN HIGH SCHOOL
Drafting Career Exploration	DRAFTING
Drafting Math I	MATH
Drafting Special Projects	DRAFTING

*Cross Reference Table Continued . . .*

<i>Subject / Course</i>	<i>Enroll IN / Class</i>
Dreamweaver 4.0	MEDIA DESIGN TECHNOLOGY
Driver Education Extended Learning	DRIVER EDUCATION
Driver Training	DRIVER EDUCATION
Driving Supplemental	DRIVER SUPPLEMENTAL EDUCATION
ELE CEU Industrial Electronics	ELE CEU INDUSTRIAL ELECTRONICS
Electrical Equipment	ELECTRICAL
Electrical Math	MATH
Electrical Motor Controls I	AUTOMATED MANUFACTURING TECHNOLOGY
Electrical Motor Controls I (WS)	ELECTRICAL MOTOR CONTROLS I (WS)
Electrical Motor Controls II	AUTOMATED MANUFACTURING TECHNOLOGY
Electrical Motor Controls II (WS)	ELECTRICAL MOTOR CONTROLS II (WS)
Electrical Motor Controls Lab	AUTOMATED MANUFACTURING TECHNOLOGY
Electrical Motor Controls-Skills Test	AUTOMATED MANUFACTURING TECHNOLOGY
Electrical Motor Controls-Written Exam	AUTOMATED MANUFACTURING TECHNOLOGY
Electrical Motors I-Single Phase	AUTOMATED MANUFACTURING TECHNOLOGY
Electrical Motors I-Single Phase (WS)	ELECTRICAL MOTORS I-SINGLE PHASE (WS)
Electrical Motors II-DC	AUTOMATED MANUFACTURING TECHNOLOGY
Electrical Motors II-DC (WS)	ELECTRICAL MOTORS II-DC (WS)
Electrical Motors III-Three Phase	AUTOMATED MANUFACTURING TECHNOLOGY
Electrical Motors Open Lab	AUTOMATED MANUFACTURING TECHNOLOGY
Electrical Motors-Lab	AUTOMATED MANUFACTURING TECHNOLOGY
Electrical Motors-Skills Test	AUTOMATED MANUFACTURING TECHNOLOGY
Electrical Motors-Written Exam	AUTOMATED MANUFACTURING TECHNOLOGY
Electrical Orientation	ELECTRICAL
Electrical Principles	ELECTRICAL
Electrical Safety	ELECTRICAL
Electrical Technician Job Shadowing	ELECTRICAL OJT
Electrical and Electronic Technician Final Exam	AUTOMATED MANUFACTURING TECHNOLOGY
Electronic Technician Math I	AUTOMATED MANUFACTURING TECHNOLOGY
Electronic Technician Math I	AUTOMATED MANUFACTURING TECHNOLOGY
Electronic Technician Math II	AUTOMATED MANUFACTURING TECHNOLOGY
Electronic Technician Math II (WS)	ELECTRONIC TECHNICIAN MATH II (WS)
Electronic Technician Math III	AUTOMATED MANUFACTURING TECHNOLOGY
Electronic Technician Math III (WS)	ELECTRONIC TECHNICIAN MATH III (WS)
Electronic Technician Math-Exam	AUTOMATED MANUFACTURING TECHNOLOGY
Electronics I-AC/DC Theory	AUTOMATED MANUFACTURING TECHNOLOGY
Electronics I-AC/DC Theory (WS)	ELECTRONICS I-AC/DC THEORY (WS)
Electronics II-DC Circuits	AUTOMATED MANUFACTURING TECHNOLOGY
Electronics II-DC Circuits (WS)	ELECTRONICS II-DC CIRCUITS (WS)
Electronics III-AC Circuits	AUTOMATED MANUFACTURING TECHNOLOGY
Electronics III-AC Circuits (Part 2)	AUTOMATED MANUFACTURING TECHNOLOGY
Electronics III-AC Circuits (WS)	ELECTRONICS III-AC CIRCUITS (WS)
Electronics IV-Semiconductors	AUTOMATED MANUFACTURING TECHNOLOGY
Electronics IV-Semiconductors (WS)	ELECTRONICS IV-SEMICONDUCTORS (WS)
Electronics V-Linear/Digital	AUTOMATED MANUFACTURING TECHNOLOGY
Electronics V-Linear/Digital (Part 2)	AUTOMATED MANUFACTURING TECHNOLOGY
Electronics VI-Troubleshooting	AUTOMATED MANUFACTURING TECHNOLOGY
Electronics-Digital Multimeters	AUTOMATED MANUFACTURING TECHNOLOGY
Electronics-Digital Multimeters (WS)	ELECTRONICS-DIGITAL MULTIMETERS (WS)

*Cross Reference Table Continued . . .*

<i>Subject / Course</i>	<i>Enroll IN / Class</i>
Electronics-Written Exam	AUTOMATED MANUFACTURING TECHNOLOGY
Engine Lathe	MACHINING
Engine Lathe Operation Basic	MACHINING
Excel 2000	SPREADSHEET
Excel 2000 Comprehensive	SPREADSHEET
Exterior Finishing	CARPENTRY
Financial Records 1	ACCOUNTING
Financial Records 2	ACCOUNTING
Financial Records 2 Short	ACCOUNTING
Fireworks 4	MEDIA DESIGN TECHNOLOGY
Fitting and Welding	WELDING
Flash 5	MEDIA DESIGN TECHNOLOGY
"Floor, Wall and Frame Construction"	CARPENTRY
Food Handlers Permit Spanish	FOOD HANDLERS PERMIT SPANISH
Forklift Driver Training	MATERIAL HANDLING
Forklift Operator OJT	FORKLIFT OPERATOR OJT
Forklift Operator Update OSHA	MATERIAL HANDLING
Forklift Operator Update OSHA-A	MATERIAL HANDLING
Forklift Operator Update OSHA-B	MATERIAL HANDLING
Forklift Operator Update OSHA-C	MATERIAL HANDLING
Forklift Safety OSHA I	MATERIAL HANDLING
Forklift Safety OSHA I-A	MATERIAL HANDLING
Forklift Safety OSHA I-B	MATERIAL HANDLING
Forklift Safety OSHA I-C	MATERIAL HANDLING
Forklift Safety OSHA II	MATERIAL HANDLING
Forklift Safety OSHA III	MATERIAL HANDLING
Forklift Skills Basic	MATERIAL HANDLING
Foundation and Outdoor Slab Construction	CARPENTRY
Foundations of Nutrition	UNIVERSITY COURSES
Freehand 10	MEDIA DESIGN TECHNOLOGY
FrontPage 2000	FRONTPAGE
Geometric Dimensioning and Tolerancing	MANUFACTURING SUPPORT
Geometric Dimensioning and Tolerancing Drafting	DRAFTING
Graphic Design Principles	MEDIA DESIGN TECHNOLOGY
HS1110 and HS1111 Biomedical Core	UNIVERSITY COURSES
HTML	PROGRAMMING LANGUAGE
HVAC Blueprint Reading	SHEET METAL FABRICATION
Hand Tools	CABINET MAKING
Hazardous Materials Information	MATERIAL HANDLING
Headstart School Bus Driver Refresher Training	TRUCK DRIVING PROFESSIONAL
Health Skills USA-VICA	MEDICAL FUNDAMENTALS
Heavy Timber Construction	CARPENTRY
Help Desk	HELP DESK
Hod Carrying OJT	HOD CARRYING OJT
Hot Foods	CULINARY ARTS
Hydraulic I-Controls	AUTOMATED MANUFACTURING TECHNOLOGY
Hydraulic I-Controls (WS)	HYDRAULIC I-CONTROLS (WS)
Hydraulic II-Controls	AUTOMATED MANUFACTURING TECHNOLOGY

*Cross Reference Table Continued . . .*

<i>Subject / Course</i>	<i>Enroll IN / Class</i>
Hydraulic II-Controls (WS)	HYDRAULIC II-CONTROLS (WS)
Hydraulic Lab	AUTOMATED MANUFACTURING TECHNOLOGY
Hydraulic-Skills Test	AUTOMATED MANUFACTURING TECHNOLOGY
Hydraulic-Written Exam	AUTOMATED MANUFACTURING TECHNOLOGY
Identify Construction Materials	CABINET MAKING
Illustrator 9	MEDIA DESIGN TECHNOLOGY
Independent Projects-Electrical	ELECTRICAL
Industrial Automation Technician Math I -Written Test	AUTOMATED MANUFACTURING TECHNOLOGY
Industrial Automation Technician OJT	INDUSTRIAL TECHNICIAN OJT
Industrial Electrical and Electronic Technician OJT	INDUSTRIAL TECHNICIAN OJT
Industrial Mechanic Technician Final Exam	AUTOMATED MANUFACTURING TECHNOLOGY
Industrial Mechanic Technician OJT	INDUSTRIAL TECHNICIAN OJT
“Industrial Mechanics I-Chain and Belt Drives,” Bearings and Lubrication	AUTOMATED MANUFACTURING TECHNOLOGY
“Industrial Mechanics I-Chain and Belt Drives,” Bearings and Lubrication (WS)	INDUSTRIAL MECHANICS I-CHAIN AND BELT DR
Industrial Mechanics II-Dial Indicator and Laser Shaft Alignment	AUTOMATED MANUFACTURING TECHNOLOGY
Industrial Mechanics Math	MATH
Industrial Mechanics-Lab	AUTOMATED MANUFACTURING TECHNOLOGY
Industrial Mechanics-Skills Test	AUTOMATED MANUFACTURING TECHNOLOGY
Industrial Mechanics-Written Exam	AUTOMATED MANUFACTURING TECHNOLOGY
Inspection Advanced	MANUFACTURING SUPPORT
Inspection and Metrology Introduction	MANUFACTURING SUPPORT
Instrumentation I-Discrete Sensors	AUTOMATED MANUFACTURING TECHNOLOGY
Instrumentation I-Skills Test	AUTOMATED MANUFACTURING TECHNOLOGY
Instrumentation I-Written Exam	AUTOMATED MANUFACTURING TECHNOLOGY
Insulation Installation	CARPENTRY
Interior Finishing	CARPENTRY
Internet Beginning	INTERNET
Interviewing-Automation Technician	AUTOMATED MANUFACTURING TECHNOLOGY
Interviewing-Electrical and Electronic Technician	AUTOMATED MANUFACTURING TECHNOLOGY
Interviewing-Mechanic Technician	AUTOMATED MANUFACTURING TECHNOLOGY
Introduction to Chemistry	UNIVERSITY COURSES
Introduction to Microbiology	UNIVERSITY COURSES
Introduction to Psychology	UNIVERSITY COURSES
Introduction to Writing	UNIVERSITY COURSES
Inventory Skills	MATERIAL HANDLING
Inventory Technology	MATERIAL HANDLING
Java	PROGRAMMING LANGUAGE
JavaScript	PROGRAMMING LANGUAGE
Job Safety	CARPENTRY
Keyboard Basic	KEYBOARDING
Keyboard Mastery I	KEYBOARD MASTERY
Keyboard Mastery II	KEYBOARD MASTERY
Keyboard Mastery III	KEYBOARD MASTERY
Keyboard Proficiency	KEYBOARD PROFICIENCY

*Cross Reference Table Continued . . .*

<i>Subject / Course</i>	<i>Enroll IN / Class</i>
Laminates and Plastics	CABINET MAKING
Lathe (Bridgeport EZ-Path) Advanced	MACHINING
Lathe (Bridgeport EZ-Path)-10	MACHINING
Leveling Instruments and Operations	CARPENTRY
MDT Final Project	MEDIA DESIGN TECHNOLOGY
MDT Peer Review	MEDIA DESIGN TECHNOLOGY
MS Word Desktop Publishing	DESKTOP PUBLISHING
Machine Transcription	TRANSCRIPTION
Machining Career Exploration	MACHINING
Machining Introduction	MACHINING
Machining Math I	MATH
Machining Math II	MATH
Machinist OJT	MACHINIST OJT
Maintenance Mechanic Apprenticeship Math I	MATH
Maintenance Mechanic Apprenticeship Math IV	MATH
Manufacturing Introduction	AUTOMATED MANUFACTURING TECHNOLOGY
Manufacturing Introduction-Skills Test	AUTOMATED MANUFACTURING TECHNOLOGY
Manufacturing Introduction-Written Exam	AUTOMATED MANUFACTURING TECHNOLOGY
Master Electrician Exam Preparation	MASTER ELECTRICIAN EXAM PREPARATION
Material Handler Advanced OJT	MATERIAL HANDLER ADVANCED OJT
Material Handler Basic OJT	MATERIAL HANDLER BASIC OJT
Material Handling Career Exploration	MATERIAL HANDLING
Material Handling Math	MATH
Material Handling Orientation	MATERIAL HANDLING
Material Handling Skills	MATERIAL HANDLING
Materials and Processes for Machinists	MACHINING
Math I	MATH I
Math II	MATH
Math III	MATH
Measure and Read Blueprints	CABINET MAKING
Measuring Instruments	MANUFACTURING SUPPORT
Measuring Instruments	MANUFACTURING SUPPORT
Media Design Technology OJT	MEDIA DESIGN TECHNOLOGY OJT
Medical Clinical Practices	MEDICAL ASSISTANT
Medical Financial Records	ACCOUNTING
Medical Law	MEDICAL FUNDAMENTALS
Medical Math	MATH
Medical Office Administration	MEDICAL OFFICE
Medical Orientation	MEDICAL ORIENTATION
Medical Practicum	MEDICAL ASSISTANT PRACTICUM
Medical Technologies Advisor Orientation	MED TECH ADVISOR ORIENTATION
Medical Technologies OJT	MEDICAL TECHNOLOGIES OJT
Medical Terminology	MEDICAL FUNDAMENTALS
Medical Transcription (SUM Training) Advanced	TRANSCRIPTION
Medical Transcription (SUM Training) Beginning	TRANSCRIPTION
Medical Transcription CMA	TRANSCRIPTION
Medical Transcription I	TRANSCRIPTION
Medical Transcription II	TRANSCRIPTION
Metal Fabrication Inspection	WELDING

*Cross Reference Table Continued . . .*

<i>Subject / Course</i>	<i>Enroll IN / Class</i>
Metal Working Advanced	SHEET METAL FABRICATION
Metal Working Basic	SHEET METAL FABRICATION
Metal Working I Basic	WELDING
Metrology and Gaging	MANUFACTURING SUPPORT
Mill (Bridgeport EZ-Trak) Advanced	MACHINING
Milling and Grinding	MACHINING
Module I - Nursing Professionalism	NURSING I
Module II - Growth and Development	NURSING I
Module III - Fundamentals Of Nursing	NURSING I
Module IV - Pharmacology	NURSING I
Module IX - Management	NURSING II
Module V - Medical-Surgical Nursing	NURSING II
Module VI - Maternal-Newborn Nursing	NURSING II
Module VII - Pediatric Nursing	NURSING II
Module VIII - Mental Health Nursing	NURSING II
Motion Controls	AUTOMATED MANUFACTURING TECHNOLOGY
Motor Controls Industrial	ELECTRICAL
Multimedia Concepts	MEDIA DESIGN TECHNOLOGY
Multimedia Internship	MEDIA DESIGN TECHNOLOGY OJT
NEC-Written Exam	AUTOMATED MANUFACTURING TECHNOLOGY
Nail Technician	NAIL TECHNICIAN
Nail Technician Instructor Development	NAIL TECHNICIAN
National Electric Code Exam Preparation	ELECTRICAL
National Electric Code-AMT	ELECTRICAL
National Electrical Code for Manufacturing	AUTOMATED MANUFACTURING TECHNOLOGY
National Electrical Code for Manufacturing -Written Exam	AUTOMATED MANUFACTURING TECHNOLOGY
NetWare 5.1 Administration	NETWORK 5.1 ADMINISTRATION
Network+ Certification	NETWORK+ CERTIFICATION
Nursing Assistant	NURSING ASSISTANT
Nursing Assistant-Clinical	NURSING ASSISTANT
OHS 1A	MACHINE SHOP-OGDEN HIGH SCHOOL
OHS 1B	MACHINE SHOP-OGDEN HIGH SCHOOL
OHS 1C	MACHINE SHOP-OGDEN HIGH SCHOOL
Orientation to the Construction Industry and Shop Safety	CARPENTRY
PLC-Allen Bradley RSLogics I	AUTOMATED MANUFACTURING TECHNOLOGY
PLC-Allen Bradley RSLogics I (WS)	PLC-ALLEN BRADLEY RSLOGICS I (WS)
PLC-Allen Bradley RSLogics II	AUTOMATED MANUFACTURING TECHNOLOGY
PLC-Allen Bradley RSLogics II (WS)	PLC-ALLEN BRADLEY RSLOGICS II (WS)
PLC-Allen Bradley RSLogics Lab	AUTOMATED MANUFACTURING TECHNOLOGY
PLC-Allen Bradley RSLogics-Skills Test	AUTOMATED MANUFACTURING TECHNOLOGY
PLC-Allen Bradley RSLogics-Written Exam	AUTOMATED MANUFACTURING TECHNOLOGY
PLC-Allen Bradley Troubleshooting	AUTOMATED MANUFACTURING TECHNOLOGY
PLC-General Electric 90/30 I	AUTOMATED MANUFACTURING TECHNOLOGY
PLC-General Electric 90/30 I (WS)	PLC-GENERAL ELECTRIC 90/30 I (WS)
PLC-General Electric 90/30 II	AUTOMATED MANUFACTURING TECHNOLOGY
PLC-General Electric 90/30 II (WS)	PLC-GENERAL ELECTRIC 90/30 II (WS)
PLC-General Electric Lab	AUTOMATED MANUFACTURING TECHNOLOGY
PLC-General Electric Troubleshooting	AUTOMATED MANUFACTURING TECHNOLOGY

*Cross Reference Table Continued . . .*

<i>Subject / Course</i>	<i>Enroll IN / Class</i>
PLC-General Electric-Skills Test	AUTOMATED MANUFACTURING TECHNOLOGY
PLC-General Electric-Written Exam	AUTOMATED MANUFACTURING TECHNOLOGY
PageMaker 6.5	DESKTOP PUBLISHING
Painter 7	MEDIA DESIGN TECHNOLOGY
Pharmacology Math	MATH
Pharmacology Theory	ANATOMY AND PHYSIOLOGY
PhotoShop 6	MEDIA DESIGN TECHNOLOGY
Pipe Welding Basic for Apprentices	WELDING
Pneumatics I-Compression Systems	AUTOMATED MANUFACTURING TECHNOLOGY
Pneumatics I-Compression Systems (WS)	PNEUMATICS I-COMPRESSION SYSTEMS (WS)
Pneumatics II-Controls	AUTOMATED MANUFACTURING TECHNOLOGY
Pneumatics II-Controls (WS)	PNEUMATICS II-CONTROLS (WS)
Pneumatics III-Controls	AUTOMATED MANUFACTURING TECHNOLOGY
Pneumatics III-Controls (WS)	PNEUMATICS III-CONTROLS (WS)
Pneumatics Lab	AUTOMATED MANUFACTURING TECHNOLOGY
Pneumatics-Skills Test	AUTOMATED MANUFACTURING TECHNOLOGY
Pneumatics-Written Exam	AUTOMATED MANUFACTURING TECHNOLOGY
Power Tools	CARPENTRY
Power Tools	CABINET MAKING
"Power, Transformer and Generation"	AUTOMATED MANUFACTURING TECHNOLOGY
"Power, Transformer and Generation (WS)" (WS)"	"POWER, TRANSFORMER AND GENERATION
PowerPoint 2000	POWERPOINT
"Pre-Construction A (Orientation, Measurement)" SCHOOL	PRE-CONSTRUCTION-WASHINGTON HIGH
"Pre-Construction B (Hand Tools, " SCHOOL Construction Aids)	PRE-CONSTRUCTION-WASHINGTON HIGH
"Pre-Construction C (Power Tools, " SCHOOL Construction Materials)	PRE-CONSTRUCTION-WASHINGTON HIGH
"Pre-Construction D (Fasteners, " SCHOOL Specialty Tools)	PRE-CONSTRUCTION-WASHINGTON HIGH
Pre-Construction E (Blueprints) SCHOOL	PRE-CONSTRUCTION-WASHINGTON HIGH
Pre-Construction F (Building Principles) SCHOOL	PRE-CONSTRUCTION-WASHINGTON HIGH
Premiere 6	MEDIA DESIGN TECHNOLOGY
Principles of Technology	MANUFACTURING SUPPORT
Principles of Technology Advanced	MANUFACTURING SUPPORT
Principles of Technology-Wash SCHOO	PRINCIPLES OF TECH-WASHINGTON HIGH
Production Worker Training	MATERIAL HANDLING
Professional Cooking and Sanitation Introduction	CULINARY ARTS
Projects Welding Advanced	WELDING
QC10 Certification	WELDING
QC11 Certification	WELDING
QC12 Certification	WELDING
Quality Auditing	MANUFACTURING SUPPORT

*Cross Reference Table Continued . . .*

<i>Subject / Course</i>	<i>Enroll IN / Class</i>
Radiology Basics	RADIOLOGY BASICS
Refrigeration Basics	AUTOMATED MANUFACTURING TECHNOLOGY
Refrigeration Basics-Skills Test	AUTOMATED MANUFACTURING TECHNOLOGY
Refrigeration Basics-Written Exam	AUTOMATED MANUFACTURING TECHNOLOGY
Resume Creation	MEDIA DESIGN TECHNOLOGY
Resume Writing	MATERIAL HANDLING
Resume Writing - MFT	SHEET METAL FABRICATION
Resume Writing - Welding	WELDING
Rigging	MATERIAL HANDLING
Robotics	AUTOMATED MANUFACTURING TECHNOLOGY
Robotics (WS)	ROBOTICS (WS)
Robotics-Skills Test	AUTOMATED MANUFACTURING TECHNOLOGY
Robotics-Written Exam	AUTOMATED MANUFACTURING TECHNOLOGY
Roof Frame Construction	CARPENTRY
Safety-Hazards Communication	AUTOMATED MANUFACTURING TECHNOLOGY
Safety-Lockout/Tagout	AUTOMATED MANUFACTURING TECHNOLOGY
School Bus Driving	SCHOOL BUS DRIVING
Scripts	PROGRAMMING LANGUAGE
Server+ Certification	SERVER+ CERTIFICATION
Sheet Metal Math	MATH
Sheet Metal OJT	SHEET METAL OJT
Sheet Metal Open Lab	SHEET METAL FABRICATION
Sheet Metal Pre-Employment	SHEET METAL FABRICATION
Sheet Metal Welding	WELDING
Sheet Metal/Precision Fabrication	SHEET METAL FABRICATION
Career Exploration	
Shop and Hand Tools Basic	AUTOMATED MANUFACTURING TECHNOLOGY
Shop and Hand Tools Basic Lab	AUTOMATED MANUFACTURING TECHNOLOGY
Shop and Hand Tools Basic Lab (WS)	SHOP AND HAND TOOLS BASIC LAB (WS)
Shop and Hand Tools Basic-Skills Test	AUTOMATED MANUFACTURING TECHNOLOGY
Shop and Hand Tools Basic-Written Exam	AUTOMATED MANUFACTURING TECHNOLOGY
Short Order Cooking	CULINARY ARTS
Skills Update	COSMETOLOGY/BARBERING
Soldering and Assembly I	AUTOMATED MANUFACTURING TECHNOLOGY
Soldering and Assembly I (WS)	SOLDERING AND ASSEMBLY I (WS)
Soldering and Assembly I-Skills Test	AUTOMATED MANUFACTURING TECHNOLOGY
Soldering and Assembly I-Written Exam	AUTOMATED MANUFACTURING TECHNOLOGY
Soldering and Assembly I-Written Exam	AUTOMATED MANUFACTURING TECHNOLOGY
Solid Works 99	DRAFTING
Sound Forge 5	MEDIA DESIGN TECHNOLOGY
Statistical Process Control CBT	MANUFACTURING SUPPORT
Tile Setting	TILE SETTING
Total Productive Maintenance Workshop (TPM)	AUTOMATED MANUFACTURING TECHNOLOGY
Total Quality Management	QUALITY
Total Quality Management	MANUFACTURING SUPPORT
Truck Driving Professional Basics	TRUCK DRIVING PROFESSIONAL
Truck Driving Professional Basics Swift	TRUCK DRIVING PROFESSIONAL SWIFT
Truck Driving Professional Range	TRUCK DRIVING PROFESSIONAL RANGE
Truck Driving Professional Range-Swift	TRUCK DRIVING PROFESSIONAL RANGE SWIFT
Truck Driving Professional Road	TRUCK DRIVING PROFESSIONAL ROAD

*Cross Reference Table Continued . . .*



<i>Subject / Course</i>	<i>Enroll IN / Class</i>
Truck Driving Professional Road-Swift	TRUCK DRIVING PROFESSIONAL ROAD SWIFT
Truck Driving Professional-Air Brakes	TRUCK DRIVING PROFESSIONAL
UltraDev 4	PROGRAMMING LANGUAGE
VICA Preparation - Electrical	ELECTRICAL
Vertical Mill Basic Operation	MACHINING
Visual Basic 6.0	PROGRAMMING LANGUAGE
Warehousing Skills B Basic	MATERIAL HANDLING
Warehousing Skills Basic	MATERIAL HANDLING
Web Design Principles Basic	MEDIA DESIGN TECHNOLOGY
Welding AMT	WELDING
Welding AMT Lab	WELDING
Welding AMT-Skills Test	WELDING
Welding AMT-Written Exam	WELDING
Welding CAD	DRAFTING
Welding Career Exploration	WELDING
Welding Math	MATH
Welding Math II	MATH
Welding OJT	WELDING OJT
Welding Pre-employment Qualification	WELDING PREQUALIFICATION
Windows 2000 Professional-IS	WINDOWS 2000 PROFESSIONAL-IS
Windows 98	WINDOWS
Wiring Commercial/Industrial	ELECTRICAL
Wiring Residential	ELECTRICAL
Woodshop I (Ben Lomond)	WOODSHOP-BEN LOMOND HIGH SCHOOL
Woodshop II (Ben Lomond)	WOODSHOP-BEN LOMOND HIGH SCHOOL
Word Processing I-Corel WordPerfect 8	WORD PROCESSING
Word Processing I-MS Word 2000	WORD PROCESSING
Word Processing II-Corel WordPerfect 8	WORD PROCESSING
Word Processing II-MS Word 2000	WORD PROCESSING
Word Processing Short-Corel WordPerfect 8	WORD PROCESSING
Word Processing Short-MS Word 2000	WORD PROCESSING
Workplace English	WORKPLACE ENGLISH SKILLS
Writing Techniques	WRITING TECHNIQUES
mdsi Training	TRANSCRIPTION

# Course Times and Locations



All courses now being offered at the College are listed alphabetically below. Also shown are the instructors, days, times, and locations for each required course. If the student is unsure of which course(s) to take, they should refer to their OTO. Some courses may be full so the student should see a counselor or a program advisor (p.37) for currently available courses.

**NOTE:**

\*Classes marked with an asterisk begin half hour after the period indicated.

- ① The code column is used by enrollment for class registration and schedule changes.
- ② The class column is where you find the name of the course you wish to enroll in.
- ③ The period column is referring you to the period table found at the bottom of each page containing course scheduling tables.
- ④ The location column is telling you where

the class is taught. Please refer to the campus maps in the back of this book to find the location. ⑤ All courses listed as "Ongoing" are open enrollment and begin each Monday. Those which have dates listed are only available during the listed time frame. ⑥ The period table indicates what hour during the day the course starts on and how many hours each course is scheduled to run.

CODE	CLASS	DAYS	PERIODS	TIMES	LOCATION	DATES
41	ACCOUNTING	M-F	3-9	1 hr	BU107	Ongoing
43	ACCOUNTING	M,W	13-15	1 hr	BU107	Ongoing
87	ACCOUNTING	M-F	3-12	1 hr	OJT	Ongoing
1449	ANATOMY AND PHYSIOLOGY	M-F	5,6	1 hr	BU119	1/8-3/1
1649	ANATOMY AND PHYSIOLOGY	M-F	5,6	1 hr	BU119	4/30-7
23	AUTOMATED MANUFACTURING TECHNOLOGY	M-TH	3-6,7,8,9	1 hr	MT100	Ongoing
24	AUTOMATED MANUFACTURING TECHNOLOGY	TU-TH	10-14	1 hr	MT100	Ongoing
822	AUTOMATED MANUFACTURING TECHNOLOGY	M	10	1 hr	MT100	Ongoing
1448	AUTOMATED MANUFACTURING TECHNOLOGY	SA	3-8,10-15	1 hr	MT100	Ongoing
25	AUTOMATION TECHNICIAN OJT	M-F,SA	1-13,14-16	1 hr	OJT	Ongoing
1605	BRAZING BASIC	M-F	3-9	1 hr	OJT	Ongoing
22	BRICKLAYING	M-F	3-5,7-9	1 hr	OJT	Ongoing
270	BRICKLAYING OJT/COOP	M-F,SA	1-13	1 hr	OJT	Ongoing
1	BRICKLAYING/HOD CARRYING	M-F	3-5,7-9	1 hr	ET115	Ongoing
51	BUSINESS WRITING	M-F	4	1 hr	BU105	Ongoing
53	BUSINESS WRITING	M-F	5	1 hr	BU105	Ongoing
54	BUSINESS WRITING	M,W	13-15	1 hr	BU107	Ongoing

CLASS PERIOD	OWATC 1 HOUR		OWATC 2 HOUR		OWATC 3 HOUR		OWATC 4 HOUR	
1	6:00am	7:00am	6:00am	8:00am	6:00am	9:00am	6:00am	10:00am
2	7:00am	8:00am	7:00am	9:00am	7:00am	10:00am	7:00am	11:00am
3	8:00am	9:00am	8:00am	10:00am	8:00am	11:00am	8:00am	12:00am
4	9:00am	10:00am	9:00am	11:00am	9:00am	12:00am	9:00am	1:00am
5	10:00am	11:00am	10:00am	12:00	10:00am	1:00am	10:00am	2:00am
6	11:00am	12:00	11:00am	1:00pm	11:00am	2:00	11:00am	3:00
7	12:00	1:00pm	12:00	2:00pm	12:00	3:00pm	12:00	4:00pm
8	1:00pm	2:00pm	1:00pm	3:00pm	1:00pm	4:00pm	1:00pm	5:00pm
9	2:00pm	3:00pm	2:00pm	4:00pm	2:00pm	5:00pm	2:00pm	6:00pm
10	3:00pm	4:00pm	3:00pm	5:00pm	3:00pm	6:00pm	3:00pm	7:00pm
11	4:00pm	5:00pm	4:00pm	6:00pm	4:00pm	7:00pm	4:00pm	8:00pm
12	5:00pm	6:00pm	5:00pm	7:00pm	5:00pm	8:00pm	5:00pm	9:00pm
13	6:00pm	7:00pm	6:00pm	8:00pm	6:00pm	9:00pm	6:00pm	10:00pm
14	7:00pm	8:00pm	7:00pm	9:00pm	7:00pm	10:00pm		
15	8:00pm	9:00pm	8:00pm	10:00pm				
16	9:00pm	10:00pm	9:00pm	11:00pm				

CODE	CLASS	DAYS	PERIODS	TIMES	LOCATION	DATES
1731	A+ CERTIFICATION	M-F	3-6,8-9	1 hr	BU150	Ongoing
1732	A+ CERTIFICATION	TU,TH	12-14	1 hr	BU149	Ongoing
2123	A+ STUDY LAB	M-F	3-6,8-9	1 hr	BU151	Ongoing
2097	ACC ADVISOR ORIENTATION	W	4,8	1 hr	BU134	Ongoing
41	ACCOUNTING	M-F	3-9	1 hr	BU107	Ongoing
43	ACCOUNTING	M,W	13-15	1 hr	BU107	Ongoing
2339	ANATOMY AND PHYSIOLOGY	M-F	5	2 hr	BU116	5/20-08/0
1986	AUTOMATED MANUFACTURING TECHNOLOGY	M-F	3,7	3 hr	MT100	Ongoing
1988	AUTOMATED MANUFACTURING TECHNOLOGY	M-TH	12-14	1 hr	MT100	Ongoing
2343WS	AUTOMATION CONTROLS TROUBLESHOOTING I (W	TU,W,TH	3,8	4 hr	MT126B	6/04-06/0
22	BRICKLAYING	M-F	3-5,7-9	1 hr	CT115	Ongoing
1	BRICKLAYING/HOD CARRYING	M-F	3-5,7-9	1 hr	CT115	Ongoing
51	BUSINESS WRITING	M-F	4,8	1 hr	BU105	Ongoing
54	BUSINESS WRITING	M,W	13-15	1 hr	BU107	Ongoing
55	BUSINESS WRITING	TU,TH	13-15	1 hr	BU109	Ongoing
2424	BUSINESS WRITING	M-F	5	1 hr	BU105	7/01-08/0
2425	BUSINESS WRITING	M-F	5	1 hr	BU105	8/05-09/0
2439	BUSINESS WRITING	M-F	8	1 hr	BU134	Ongoing
2002	CABINET MAKING	M-F	7,8,9	1 hr*	20TCAR	8/27-06/0
2429	CABINET MAKING	M-F	3-5,7-9	1 hr	20TCAR	6/17-08/2
224	CARPENTRY	M-F	3-5,7-9	1 hr	CT104	Ongoing
462	CDL TEST WITH TRUCK RENTAL	M-SA	3-14	3 hr	MT100	Ongoing
463	CDL TEST WITHOUT TRUCK RENTAL	M-SA	3-14	3 hr	MT100	Ongoing
2199	COM NET/TECH SUPPORT INDEPENDENT STUDY	M-F	3-6,8-9	1 hr	BU150	Ongoing
788	COMMUNICATION	M-F	3-6,8	1 hr	BU138	Ongoing
585	COMMUNICATION	TH	13	3 hr	BU138	Ongoing
100	COMPUTER INTRODUCTION	TU,TH	12-14	1 hr	BU149	Ongoing
753	COMPUTER INTRODUCTION	M-F	3-9	1 hr	BU149	Ongoing
264	COSMETOLOGY/BARBERING	M-F	2-11	1 hr	CO104	Ongoing
440	COSMETOLOGY/BARBERING	M-F	1-11	1 hr*	CO104	Ongoing
1904	COSMETOLOGY/BARBERING	M-F	2-11	1 hr	CO104	Ongoing
265	COSMETOLOGY/BARBERING INSTRUCTOR	M-F	1-11	1 hr*	CO104	Ongoing
441	COSMETOLOGY/BARBERING INSTRUCTOR	M-F	2-11	1 hr	CO104	Ongoing
2095	CSA ADVISOR ORIENTATION	W	4,8	1 hr	BU134	Ongoing
66	CULINARY ARTS	M-F	2-8	1 hr	UBKITC	Ongoing

CLASS PERIOD	OWATC 1 HOUR		OWATC 2 HOUR		OWATC 3 HOUR		OWATC 4 HOUR	
1	6:00am	7:00am	6:00am	8:00am	6:00am	9:00am	6:00am	10:00am
2	7:00am	8:00am	7:00am	9:00am	7:00am	10:00am	7:00am	11:00am
3	8:00am	9:00am	8:00am	10:00am	8:00am	11:00am	8:00am	12:00am
4	9:00am	10:00am	9:00am	11:00am	9:00am	12:00am	9:00am	1:00am
5	10:00am	11:00am	10:00am	12:00	10:00am	1:00am	10:00am	2:00am
6	11:00am	12:00	11:00am	1:00pm	11:00am	2:00	11:00am	3:00
7	12:00	1:00pm	12:00	2:00pm	12:00	3:00pm	12:00	4:00pm
8	1:00pm	2:00pm	1:00pm	3:00pm	1:00pm	4:00pm	1:00pm	5:00pm
9	2:00pm	3:00pm	2:00pm	4:00pm	2:00pm	5:00pm	2:00pm	6:00pm
10	3:00pm	4:00pm	3:00pm	5:00pm	3:00pm	6:00pm	3:00pm	7:00pm
11	4:00pm	5:00pm	4:00pm	6:00pm	4:00pm	7:00pm	4:00pm	8:00pm
12	5:00pm	6:00pm	5:00pm	7:00pm	5:00pm	8:00pm	5:00pm	9:00pm
13	6:00pm	7:00pm	6:00pm	8:00pm	6:00pm	9:00pm	6:00pm	10:00pm
14	7:00pm	8:00pm	7:00pm	9:00pm	7:00pm	10:00pm		
15	8:00pm	9:00pm	8:00pm	10:00pm				
16	9:00pm	10:00pm	9:00pm	11:00pm				

\*Classes marked with an asterisk begin on the 1/2 hour of the period indicated.

CODE	CLASS	DAYS	PERIODS	TIMES	LOCATION	DATES
784	DATA-ENTRY	M-F	3-9	1 hr	BU108	Ongoing
2409	DATA-ENTRY	M,W	13-15	1 hr	BU107	Ongoing
1053	DATABASES	M-F	3-9	1 hr	BU109	Ongoing
1070	DATABASES	M,W	12-15	1 hr	BU109	Ongoing
1995	DATABASES	M-F	3-7	1 hr	BU110	Ongoing
2184	DATABASES	M	15	1 hr	BU109	Ongoing
2337	DATABASES	M,W	10,11	1 hr	BU109	Ongoing
1049	DENTAL AIDE	M-F	3-9	1 hr	BU120	Ongoing
68	DENTAL ASSISTANT	M-F	3-9	1 hr	BU120	Ongoing
456	DENTAL ASSISTANT PRACTICUM	M-SA	1-16	1 hr	PRACT	Ongoing
2127	DESIGN DRAFTING QJT	M-SA	1-16	1 hr	QJT	Ongoing
1718	DESKTOP PUBLISHING	M-F	3-9	1 hr	BU109	Ongoing
1719	DESKTOP PUBLISHING	M,W	12-15	1 hr	BU109	Ongoing
1994	DESKTOP PUBLISHING	M-F	3-7	1 hr	BU110	Ongoing
2185	DESKTOP PUBLISHING	M	15	1 hr	BU109	Ongoing
105	DOS USING WINDOWS	TU,TH	12-14	1 hr	BU149	Ongoing
763	DOS USING WINDOWS	M-F	3-9	1 hr	BU149	Ongoing
239	DRAFTING	M-F	3,5	2 hr	MT201	Ongoing
240	DRAFTING	M-F	7,8,9	1 hr	MT201	Ongoing
242	DRAFTING	TU,W,TH	12	3 hr	MT201	Ongoing
1588	DRIVER EDUCATION	M-SA	3-14	1 hr	DRE01	Ongoing
1792	DRIVER EDUCATION	M-F	12	2 hr	MT103	Ongoing
459	DRIVER SUPPLEMENTAL EDUCATION	M-SA	3-14	1 hr	MT103	Ongoing
230	ELECTRICAL	M-F	3-5,7-9	1 hr	CT108	Ongoing
2431WS	ELECTRONICS III-AC CIRCUITS (WS)	M,W	12	3 hr	MT112	6/03-07/0
28	ENGLISH	M-F	5,6	1 hr	BU134	Ongoing
30	ENGLISH	TU,TH	13-15	1 hr	BU109	Ongoing
31	ENGLISH	M,W	13-15	1 hr	BU107	Ongoing
766	ENGLISH	M-F	3-4,8-9	1 hr	BU105	Ongoing
2309	ENGLISH	M-F	7	1 hr	BU134	Ongoing
2440	ENGLISH	M-F	8	1 hr	BU134	Ongoing
2005	FRONTPAGE	M-F	3-8	1 hr	BU109	Ongoing
2006	FRONTPAGE	M-F	4,5	1 hr	BU110	Ongoing
2201	HELP DESK	M-F	3-6,8-9	1 hr	BU151	Ongoing
2434WS	HYDRAULIC I-CONTROLS (WS)	M,W	12	3 hr	MT126B	7/03-07/3

CLASS PERIOD	OWATC 1 HOUR		OWATC 2 HOUR		OWATC 3 HOUR		OWATC 4 HOUR	
1	6:00am	7:00am	6:00am	8:00am	6:00am	9:00am	6:00am	10:00am
2	7:00am	8:00am	7:00am	9:00am	7:00am	10:00am	7:00am	11:00am
3	8:00am	9:00am	8:00am	10:00am	8:00am	11:00am	8:00am	12:00am
4	9:00am	10:00am	9:00am	11:00am	9:00am	12:00am	9:00am	1:00am
5	10:00am	11:00am	10:00am	12:00	10:00am	1:00am	10:00am	2:00am
6	11:00am	12:00	11:00am	1:00pm	11:00am	2:00	11:00am	3:00
7	12:00	1:00pm	12:00	2:00pm	12:00	3:00pm	12:00	4:00pm
8	1:00pm	2:00pm	1:00pm	3:00pm	1:00pm	4:00pm	1:00pm	5:00pm
9	2:00pm	3:00pm	2:00pm	4:00pm	2:00pm	5:00pm	2:00pm	6:00pm
10	3:00pm	4:00pm	3:00pm	5:00pm	3:00pm	6:00pm	3:00pm	7:00pm
11	4:00pm	5:00pm	4:00pm	6:00pm	4:00pm	7:00pm	4:00pm	8:00pm
12	5:00pm	6:00pm	5:00pm	7:00pm	5:00pm	8:00pm	5:00pm	9:00pm
13	6:00pm	7:00pm	6:00pm	8:00pm	6:00pm	9:00pm	6:00pm	10:00pm
14	7:00pm	8:00pm	7:00pm	9:00pm	7:00pm	10:00pm		
15	8:00pm	9:00pm	8:00pm	10:00pm				
16	9:00pm	10:00pm	9:00pm	11:00pm				

\*Classes marked with an asterisk begin on the 1/2 hour of the period indicated.

CODE	CLASS	DAYS	PERIODS	TIMES	LOCATION	DATES
2435WS	HYDRAULIC II-CONTROLS (WS)	M,W	12	3 hr	MT126B	8/05-08/2
59	INTERNET	TU,TH	12-14	1 hr	BU149	Ongoing
758	INTERNET	M-F	3-9	1 hr	BU149	Ongoing
2423	KEYBOARD MASTERY	M-F	6,9	1 hr	BU132	6/26-08/2
2426	KEYBOARD MASTERY	M-F	6,9	1 hr	BU132	8/28-10/2
61	KEYBOARD PROFICIENCY	M-F	7	1 hr	BU132	Ongoing
477	KEYBOARD PROFICIENCY	TU,TH	13-15	1 hr	BU109	Ongoing
470	KEYBOARDING	TU,TH	13-15	1 hr	BU109	Ongoing
471	KEYBOARDING	M-F	4,7	1 hr	BU132	Ongoing
778	KEYBOARDING	M-F	3-9	1 hr	BU108	Ongoing
243	MACHINING	M-F	3-9	1 hr	CT112	Ongoing
247	MACHINING	TU,TH	12-15	1 hr	CT112	Ongoing
1779	MACHINING	M,W	12-15	1 hr	CT112	Ongoing
2192	MANUFACTURING SUPPORT	M-F	3-6	1 hr	MT100N	Ongoing
2194	MANUFACTURING SUPPORT	M,W	12-14	1 hr	MT100N	Ongoing
2193	MANUFACTURING SUPPORT	M-F	3-5,7-9	1 hr	MT105	Ongoing
16	MATERIAL HANDLING	M-F	3-5,7-9	1 hr	MT120	Ongoing
255	MATERIAL HANDLING	M-F	3,8	4 hr	MT107	Ongoing
4	MATH	M-F	4-7,9	1 hr	BU144	Ongoing
6	MATH	M-F	3-5,7-8	1 hr	MT126A	Ongoing
17	MATH	M	12-14	1 hr	MT126A	Ongoing
18	MATH	TU	13-15	1 hr	MT126A	Ongoing
19	MATH	W	13-15	1 hr	MT126A	Ongoing
20	MATH	TH	12-14	1 hr	MT126A	Ongoing
1494	MATH	M-F	3-6	1 hr	CT111	Ongoing
275	MATH I	M-F	4-7,9	1 hr	BU144	Ongoing
276	MATH I	M-F	3-5,7-8	1 hr	MT126A	Ongoing
278	MATH I	M	12-14	1 hr	MT126A	Ongoing
279	MATH I	W	13-15	1 hr	MT126A	Ongoing
280	MATH I	TU	13-15	1 hr	MT126A	Ongoing
281	MATH I	TH	12-14	1 hr	MT126A	Ongoing
1493	MATH I	M-F	3-6	1 hr	CT111	Ongoing
2308	MATH I	M-F	3	1 hr	BU144	Ongoing
1811	MCSE LAB	M-F	3-6,8-9	1 hr	BU151	Ongoing
2096	MED TECH ADVISOR ORIENTATION	W	4,8	1 hr	BU134	Ongoing

CLASS PERIOD	OWATC 1 HOUR		OWATC 2 HOUR		OWATC 3 HOUR		OWATC 4 HOUR	
1	6:00am	7:00am	6:00am	8:00am	6:00am	9:00am	6:00am	10:00am
2	7:00am	8:00am	7:00am	9:00am	7:00am	10:00am	7:00am	11:00am
3	8:00am	9:00am	8:00am	10:00am	8:00am	11:00am	8:00am	12:00am
4	9:00am	10:00am	9:00am	11:00am	9:00am	12:00am	9:00am	1:00am
5	10:00am	11:00am	10:00am	12:00	10:00am	1:00am	10:00am	2:00am
6	11:00am	12:00	11:00am	1:00pm	11:00am	2:00	11:00am	3:00
7	12:00	1:00pm	12:00	2:00pm	12:00	3:00pm	12:00	4:00pm
8	1:00pm	2:00pm	1:00pm	3:00pm	1:00pm	4:00pm	1:00pm	5:00pm
9	2:00pm	3:00pm	2:00pm	4:00pm	2:00pm	5:00pm	2:00pm	6:00pm
10	3:00pm	4:00pm	3:00pm	5:00pm	3:00pm	6:00pm	3:00pm	7:00pm
11	4:00pm	5:00pm	4:00pm	6:00pm	4:00pm	7:00pm	4:00pm	8:00pm
12	5:00pm	6:00pm	5:00pm	7:00pm	5:00pm	8:00pm	5:00pm	9:00pm
13	6:00pm	7:00pm	6:00pm	8:00pm	6:00pm	9:00pm	6:00pm	10:00pm
14	7:00pm	8:00pm	7:00pm	9:00pm	7:00pm	10:00pm		
15	8:00pm	9:00pm	8:00pm	10:00pm				
16	9:00pm	10:00pm	9:00pm	11:00pm				

\*Classes marked with an asterisk begin on the 1/2 hour of the period indicated.

CODE	CLASS	DAYS	PERIODS	TIMES	LOCATION	DATES
1707	MEDIA DESIGN TECHNOLOGY	M-F	3-9	1 hr	MT201E	Ongoing
1774	MEDIA DESIGN TECHNOLOGY	W,TH	13-15	1 hr	MT201E	Ongoing
70	MEDICAL ASSISTANT	M-F	3-9	1 hr	BU119	Ongoing
455	MEDICAL ASSISTANT PRACTICUM	M-SA	2-16	1 hr	PRACT	Ongoing
966	MEDICAL ASSISTANT PRACTICUM	SU	1-16	1 hr	PRACT	Ongoing
69	MEDICAL FUNDAMENTALS	M-F	3-4,8-9	1 hr	BU116	Ongoing
2422	MEDICAL OFFICE	M-F	7	2 hr	BU145	6/17-08/1
1047	MEDICAL ORIENTATION	TH	4,6,8	1 hr	BU119	Ongoing
2019	NAIL TECHNICIAN	M-SA	2-11	1 hr	CO104	Ongoing
2120	NAIL TECHNICIAN	M-SA	2-11	1 hr*	CO104	Ongoing
1817	NETWARE 5.1 ADMINISTRATION	M-F	3-6,8-9	1 hr	BU151	Ongoing
2181	NETWORK+ CERTIFICATION	M-F	3-6,8-9	1 hr	BU151	Ongoing
2427	NURSING I	M-F	3-9	1 hr	BU158	8/26-12/1
2428	NURSING II	M-F	3-9	1 hr	BU158	8/26-12/1
2432WS	PLC-GENERAL ELECTRIC 90/30 II (WS)	TU,TH	12	3 hr	MT210	6/04-07/0
2430WS	PNEUMATICS I-COMPRESSION SYSTEMS (WS)	M,W	12	3 hr	MT126B	6/03-07/0
2433WS	PNEUMATICS II-CONTROLS (WS)	TU,TH	12	3 hr	MT126B	7/02-08/0
2436WS	PNEUMATICS III-CONTROLS (WS)	TU,TH	12	3 hr	MT126B	8/06-08/2
65	POWERPOINT	M,W	12-15	1 hr	BU109	Ongoing
812	POWERPOINT	M-F	3-9	1 hr	BU109	Ongoing
1996	POWERPOINT	M-F	3-7	1 hr	BU110	Ongoing
2186	POWERPOINT	M	15	1 hr	BU109	Ongoing
2306	POWERPOINT	TU,TH	13-15	1 hr	BU109	Ongoing
2338	POWERPOINT	M,W	10,11	1 hr	BU109	Ongoing
107	PROGRAMMING LANGUAGE	M-F	3-6,8-9	1 hr	MT213	Ongoing
1775	PROGRAMMING LANGUAGE	W,TH	13-15	1 hr	MT213	Ongoing
2109	RESUME WRITING AND INTERVIEWING	M-F	3	1 hr	BU110	11/05-07/19
2200	SERVER+ CERTIFICATION	M-F	3-6,8-9	1 hr	BU151	Ongoing
1984	SHEET METAL FABRICATION	M-F	3-5,7-9	1 hr	MT105	Ongoing
47	SPREADSHEET	M,W	12-15	1 hr	BU109	Ongoing
804	SPREADSHEET	M-F	3-9	1 hr	BU109	Ongoing
1815	SPREADSHEET	TU,TH	13-15	1 hr	BU109	Ongoing
1997	SPREADSHEET	M-F	3-7	1 hr	BU110	Ongoing
2187	SPREADSHEET	M	15	1 hr	BU109	Ongoing
2314	SPREADSHEET	M,W	10,11	1 hr	BU109	Ongoing

CLASS PERIOD	OWATC 1 HOUR		OWATC 2 HOUR		OWATC 3 HOUR		OWATC 4 HOUR	
1	6:00am	7:00am	6:00am	8:00am	6:00am	9:00am	6:00am	10:00am
2	7:00am	8:00am	7:00am	9:00am	7:00am	10:00am	7:00am	11:00am
3	8:00am	9:00am	8:00am	10:00am	8:00am	11:00am	8:00am	12:00am
4	9:00am	10:00am	9:00am	11:00am	9:00am	12:00am	9:00am	1:00am
5	10:00am	11:00am	10:00am	12:00	10:00am	1:00am	10:00am	2:00am
6	11:00am	12:00	11:00am	1:00pm	11:00am	2:00	11:00am	3:00
7	12:00	1:00pm	12:00	2:00pm	12:00	3:00pm	12:00	4:00pm
8	1:00pm	2:00pm	1:00pm	3:00pm	1:00pm	4:00pm	1:00pm	5:00pm
9	2:00pm	3:00pm	2:00pm	4:00pm	2:00pm	5:00pm	2:00pm	6:00pm
10	3:00pm	4:00pm	3:00pm	5:00pm	3:00pm	6:00pm	3:00pm	7:00pm
11	4:00pm	5:00pm	4:00pm	6:00pm	4:00pm	7:00pm	4:00pm	8:00pm
12	5:00pm	6:00pm	5:00pm	7:00pm	5:00pm	8:00pm	5:00pm	9:00pm
13	6:00pm	7:00pm	6:00pm	8:00pm	6:00pm	9:00pm	6:00pm	10:00pm
14	7:00pm	8:00pm	7:00pm	9:00pm	7:00pm	10:00pm		
15	8:00pm	9:00pm	8:00pm	10:00pm				
16	9:00pm	10:00pm	9:00pm	11:00pm				

\*Classes marked with an asterisk begin on the 1/2 hour of the period indicated.

CODE	CLASS	DAYS	PERIODS	TIMES	LOCATION	DATES
72	TRANSCRIPTION	M-F	3-7,9	1 hr	BU109	Ongoing
73	TRANSCRIPTION	TU,TH	13-15	1 hr	BU109	Ongoing
2340	TRANSCRIPTION	M,W	10,11	1 hr	BU109	Ongoing
460	TRUCK DRIVING PROFESSIONAL	M-SA	3,8	4 hr	MT126C	Ongoing
1334	TRUCK DRIVING PROFESSIONAL RANGE	M-SA	3,8	4 hr	MT126C	Ongoing
1335	TRUCK DRIVING PROFESSIONAL RANGE SWIFT	M-SA	3,8	4 hr	MT126C	Ongoing
1332	TRUCK DRIVING PROFESSIONAL ROAD	M-SA	3,8	4 hr	MT126C	Ongoing
1333	TRUCK DRIVING PROFESSIONAL ROAD SWIFT	M-SA	3,8	4 hr	MT126C	Ongoing
475	TRUCK DRIVING PROFESSIONAL SWIFT	M-SA	3,8	4 hr	MT126C	Ongoing
227	WELDING	M-F	3-9	1 hr	MT104	Ongoing
228	WELDING	W,TH	13	4 hr	MT104	Ongoing
2	WINDOWS	M,W	12-15	1 hr	BU109	Ongoing
1224	WINDOWS	M-F	3-9	1 hr	BU148	Ongoing
2017	WINDOWS	M-F	8,9	1 hr	BU110	Ongoing
2188	WINDOWS	M	15	1 hr	BU109	Ongoing
2313	WINDOWS	M,W	10,11	1 hr	BU109	Ongoing
2115	WINDOWS 2000 PROFESSIONAL-IS	M-F	3-6,8-9	1 hr	BU151	Ongoing
39	WORD PROCESSING	TU,TH	13-15	1 hr	BU109	Ongoing
40	WORD PROCESSING	M,W	12-15	1 hr	BU109	Ongoing
773	WORD PROCESSING	M-F	3-9	1 hr	BU108	Ongoing
808	WORD PROCESSING	M-F	3-9	1 hr	BU109	Ongoing
1509	WORD PROCESSING	M-F	3-7	1 hr	BU110	Ongoing
2189	WORD PROCESSING	M	15	1 hr	BU109	Ongoing
2315	WORD PROCESSING	M,W	10,11	1 hr	BU109	Ongoing
2179	FOOD HANDLERS PERMIT SPANISH	TU	9	3 hr	BU162	6/18-06/1
2180	FOOD HANDLERS PERMIT SPANISH	TU	9	3 hr	BU162	7/16-07/1
2190	FOOD HANDLERS PERMIT SPANISH	TU	9	3 hr	BU162	8/20-08/2

CLASS PERIOD	OWATC 1 HOUR		OWATC 2 HOUR		OWATC 3 HOUR		OWATC 4 HOUR	
1	6:00am	7:00am	6:00am	8:00am	6:00am	9:00am	6:00am	10:00am
2	7:00am	8:00am	7:00am	9:00am	7:00am	10:00am	7:00am	11:00am
3	8:00am	9:00am	8:00am	10:00am	8:00am	11:00am	8:00am	12:00am
4	9:00am	10:00am	9:00am	11:00am	9:00am	12:00am	9:00am	1:00am
5	10:00am	11:00am	10:00am	12:00	10:00am	1:00am	10:00am	2:00am
6	11:00am	12:00	11:00am	1:00pm	11:00am	2:00	11:00am	3:00
7	12:00	1:00pm	12:00	2:00pm	12:00	3:00pm	12:00	4:00pm
8	1:00pm	2:00pm	1:00pm	3:00pm	1:00pm	4:00pm	1:00pm	5:00pm
9	2:00pm	3:00pm	2:00pm	4:00pm	2:00pm	5:00pm	2:00pm	6:00pm
10	3:00pm	4:00pm	3:00pm	5:00pm	3:00pm	6:00pm	3:00pm	7:00pm
11	4:00pm	5:00pm	4:00pm	6:00pm	4:00pm	7:00pm	4:00pm	8:00pm
12	5:00pm	6:00pm	5:00pm	7:00pm	5:00pm	8:00pm	5:00pm	9:00pm
13	6:00pm	7:00pm	6:00pm	8:00pm	6:00pm	9:00pm	6:00pm	10:00pm
14	7:00pm	8:00pm	7:00pm	9:00pm	7:00pm	10:00pm		
15	8:00pm	9:00pm	8:00pm	10:00pm				
16	9:00pm	10:00pm	9:00pm	11:00pm				

\*Classes marked with an asterisk begin on the 1/2 hour of the period indicated.

# Accelerated Courses



## Registration Instructions

Choose the courses you want to take from the Accelerated brochure. Call 627.8349 to reserve your seat. When you call, you may either pre-pay for the class using your credit card or make your payment directly to the Cashier's Window in the Student Services Building within three business days of registration. Refer to each course in the brochure for tuition costs.

Check the dates and times your courses are offered, and come to class 15 minutes early. Classes begin promptly on time.

For more information, call **627.8349**.

## Cancellation Policy

Students have 24 hours prior to the first night of class to cancel and receive a full refund. To cancel, call **627.8349**.

## Online registration [www.owatc.com](http://www.owatc.com)

The Ogden-Weber Applied Technology College now offers online registration for accelerated courses.

**Manager for Accelerated Courses**  
Jennifer Streker, 627.8367

**Note:** Accelerated Courses are not available during the summer.





# Apprenticeship Training

As apprentices, students can complete their training to become a Certified Journeyman while they receive all the benefits of full-time or part-time employment. The training will consist of two activities: (1) paid on-the-job training from their employer, and (2) classroom training at the Ogden-Weber Applied Technology College. Apprentice courses currently offered include:

- Carpenter
- Electrician
- Electrician (Union)
- HVAC/R Service Technician
- Machinist
- Maintenance Mechanic
- Painter
- Pharmacy Technician
- Plumber
- Sheet Metal Worker
- Sheet Metal Worker (Union)
- Telecommunications Technician (Union)
- Welder

## Training Method

Unlike other training programs at the College, apprenticeship programs are available on a term system. Three terms are offered each year: Fall, Winter and Spring. Each course takes one term to complete. You may enroll in only one course per term, and you are required to complete two courses per year.

## Math Assessment

To ensure success in the program, all new OWATC apprentices are required to take a math assessment test and pass with a minimum score of 43 on all test sections.

Apprentices will be given two attempts to pass the test. Apprentices that do not meet the math requirement will have to enroll in Apprenticeship Math and complete this course during the first term. The math assessment will be waived for apprentices who have completed Math 0960, Beginning Algebra, with a "C" or better or have an ACT math score of 17 or better within the past two years.

**You may schedule a math assessment appointment by calling (801) 627-8420. Average time to complete math assessment test is two hours.**

## Communications Course Requirement

All apprenticeship students must complete a communications course sometime during their apprenticeship training. Local employers find that employees with good communication skills are more successful in the workplace. Day and evening communications courses are available. This requirement may be waived for those students who bring transcripts from other institutions that show completion of an equivalent communications course with at least a "C" grade.

## Reading-Level Assessment

To ensure success in the program, all new OWATC apprentices are required to take a reading-level assessment test. Apprentices whose reading-level test score is lower than the textbook reading-level for the program may be required to take a remedial reading course.

### Location:

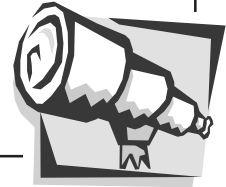
MT 108-109,  
Manufacturing  
Technologies Bldg.

### Hours:

Mon.-Fri.  
8:00 a.m. to 5:00 p.m.

### Phone:

627-8467,  
627-8448



**You may schedule a reading-level assessment appointment by calling (801) 627-8420. Average time to complete reading-level assessment test is two hours.**

## Tuition Refund Policy

Withdrawals during the first week of class – 100% refund  
Withdrawals during the second week of class – 75% refund  
Withdrawals during the third week of class – 50% refund  
Withdrawals during the fourth week of class – 25% refund  
Withdrawals after the fourth week of class – No refund

Fees are non-refundable for all courses.

## Scholarships

Scholarships for apprenticeship students are available. Federal/state financial aid is not available for apprenticeship students. Financial aid is available for veterans.

## Applications Process

To apply for one of these scholarships/awards, the student must complete the following steps:

## 1.

Complete and submit the Apprenticeship Scholarship Application form available at the Office of Scholarships and Financial Aid in the Student Services Building. Bring a copy of past year's federal tax return.

## 2.

Meet with a financial aid representative in the Office of Scholarships and Financial Aid (627-8327).

### Scholarship Criteria

- Recipients must have financial need.
- Recipients must be in their first or second year of apprenticeship training.
- Scholarships are for tuition only.
- Recipients must maintain at least a "CR" grade in apprenticeship training at the College.
- Recipient's attendance must not fall below 90% in any month of training.
- Scholarships are awarded in two-term increments.
- Recipients must re-apply each year.

### Scholarship Application Deadlines

Fall Term:

June 28, 2002

Winter Term:

October 11, 2002

Spring Term:

February 7, 2003

### Attendance Policy

Apprenticeship students must attend 72 hours of the possible 81 class hours each term. This policy is man-

dated by the Bureau of Apprenticeship and Training and supported by local employers. If employers require students to miss a class, they must bring their instructor a letter from their employer on company letterhead before the end of the week that they will be absent. Employer excused absences are not to exceed nine hours of classroom instruction. If the student does not attend the required hours, they will be given an Incomplete for the term and will be required to repeat the class.

### Communications Requirements

All apprenticeship students must complete a communications course sometime during their apprenticeship training. Local employers find that employees with good communication skills are more successful in the workplace. Day and evening communications courses are available.

This requirement may be waived for those students who bring transcripts from other institutions that show completion of an equivalent communications course with at least a "C" grade.

### Transcript / Certificate of Completion Information

To receive a transcript of the courses completed, the student must fill out an application in the Records Office in the Student Services Bldg. Office hours are 8:00 a.m. and 4:30 p.m. Monday through Friday.

To receive an OWATC Certificate of Completion for

training at the College, the student must fill out a request form in the Records Office. Allow five working days processing time.

### Bureau of Apprenticeship and Training Certification

To become a federally recognized Certified Journeyperson, the student must complete these steps:

## 1.

The student and their employer must register with the Bureau of Apprenticeship and Training. For registration information contact:

**Bureau of Apprenticeship and Training**  
1600 West 2200 South,  
Room 101  
Salt Lake City, Utah 84119  
(801) 975-3650

## 2.

Complete all required on-the-job training and classroom training.

## 3.

Meet the state and/or Bureau of Apprenticeship and Training Certification requirements.

To receive a Certificate of Completion from the Bureau of Apprenticeship and Training and to be recognized as a Certified Journeyperson, students must obtain an official College transcript for their training at the College and present it to their employer. The students' employer must mail their College

transcript and application for Completion of Apprenticeship to the Bureau of Apprenticeship and Training (allow one month for processing time).

## Licensure through the Utah State Department of Occupational and Professional Licensing

### Contact:

Department of Professional Licensing  
160 East 300 South, Mailbox #146741  
Salt Lake City, Utah 84114  
(801) 530-6628

## Correspondence Students

To compete their training through correspondence, students must: (1) bring a letter (on company letterhead) from their employer verifying that they live over 50 miles from the College or another institution that offers the same training, or that their work schedule conflicts with their course times, and (2) meet with the program instructor before or

during the first week of class to complete a correspondence contract. If a student is out of town and unable to meet with the program instructor, then it is the student's employer's responsibility to meet with the program instructor.

## On-site Registration

For new apprentices and apprentices wanting to enroll on campus:

- All math/reading assessment testing must be complete before enrolling.
- Bring completed Apprenticeship Admissions Application to Enrollment Office.
- Bring check, money order, cash, or letter from your sponsor. You may also pay for tuition, fees, and books using your MasterCard, VISA, or Discover credit card. Include an expiration date and your signature.
- Registration must be complete before the last day to register without a late fee. See the apprenticeship calendar for the current date. Registrations after the cut-off date will be assessed a \$30.00 late fee.
- The enrollment staff will give apprentices a schedule at the time of enrollment. If

your schedule is not correct, contact the Enrollment Office at (801) 627-8420.

## Mail-In Registration

For apprentices who have attended before:

- Obtain a copy of the Apprenticeship Catalog.
- Complete Apprenticeship Admissions Application included in the Apprenticeship catalog. Make sure you sign the application.
- Attach check, money order or letter from your sponsor. Make checks or money orders payable to OWATC. Write Social Security number at the bottom of the check or money order and mail. You may also pay for tuition, fees, and books using your MasterCard, Discover, or VISA. Include the expiration date and your signature.
- Registration must be post-marked before the last day to register without a late fee. See the apprenticeship calendar for the current date. Registrations received after the cut-off date will be assessed a \$30.00 late fee.
- Apprentices will be mailed an enrollment confirmation letter. If your schedule is not correct, contact the Enrollment Office at (801) 627-8420.



# 2002-2003 Apprenticeship Calendar

## Fall Term 2002

June 28, 2002	Scholarship Application Due
July 8, 2002	Scholarship Notification
June 17 to August 8, 2002	Fall Term Registration (Monday - Thursday) 7:30 a.m. to 6:30 p.m.
July 24, 2002	Pioneer Day (no enrollments)
August 8, 2002	Last day to register without late fee***
August 19, 2002	Courses Begin*
August 24, 2002	Saturday Courses Begin*
September 2, 2002	Labor Day (No Classes)
November 23, 2002	Fall Courses End
December 9, 2002	Fall Term Grades Available

## Winter Term 2002-2003

October 11, 2002	Scholarship Application Due
October 25, 2002	Scholarship Notification
October 14 to November 14, 2002	Winter Term Registration (Monday-Thursday) 7:30 a.m. to 6:30 p.m.
November 14, 2002	Last day to register without late fee***
December 2, 2002	Courses Begin*
December 7, 2002	Saturday Courses Begin*
December 22, 2002 - January 5, 2003	Christmas Break
January 6, 2003	Coursework Continues
January 20, 2003	Martin Luther King Day (No Classes)
February 17, 2003	Presidents' Day (No Classes)
March 15, 2003	Winter Coursework Ends
March 31, 2003	Winter Term Grades Are Available

## Spring Term 2003\*\*

February 7, 2003	Scholarship Application Due
February 21, 2003	Scholarship Notification
February 3, 2003 to March 6, 2003	Spring Term Registration (Monday - Thursday) 7:30 a.m. to 6:30 p.m.**
March 6, 2003	Last day to register without late fee***
March 22, 2003	Saturday Courses Begin*
March 24, 2003	Courses Begin*
April 18, 2003 through April 21, 2003	Spring Break/Easter Recess (No Classes)
May 26, 2003	Memorial Day (No Classes)
June 7, 2003	Spring Coursework Ends
June 23, 2003	Spring Term Grades Are Available

\* Students who wish to enroll after the first week of coursework must obtain written permission from the instructor and take permission to enrollment office.

\*\* Spring Term is accelerated. Students meet for eight hours weekly for ten weeks. Only some apprenticeship programs are offered during Spring Term. Minimum enrollment of 12 students per course is required.

\*\*\* Mail in registration must be received no later than the last day of registration.

Note: Apprenticeship courses for the Maintenance Mechanic and Welding Apprenticeship Programs are offered day and evening, year-round, on an open-entry open-exit basis.

# Professional Truck Driving

## Training Overview

This is an intense four-week, hands-on course designed to teach a beginner the skills needed to pass the Commercial Driver's License Skills test. The first week is spent studying the laws and regulations necessary to pass the commercial driver's license written exam. The second week is spent in the classroom learning the basics of the trucking profession, including mechanical aspects of large trucks, log book regulations, shipping document, and safety procedures. The third week is spent on the driving range learning how to do basic backing maneuvers, and the fourth week is spent on area roads developing skills needed to safely drive a big rig in traffic and on the open road.

## Prerequisites

All students must take the NIDA drug screen required by federal regulations for all commercial drivers. The minimum age requirement for an instructional permit is 18. This will allow the holder to drive intrastate (within state boundaries). The minimum age is 21 to drive interstate (across country).

## Training Method

This is a concentrated four-week course, which gives students the opportunity to gain marketable entry-level skills in an industry that needs skilled drivers. Classes begin every second Monday of each month and run throughout the year.

## Attendance

As this is a short-duration course, it is mandatory that

### Location:

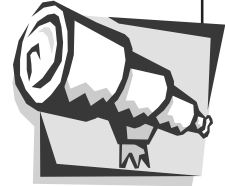
MT100g,  
Manufacturing  
Technology Bldg.

### Hours:

Mon.-Fri.,  
8:00 a.m. to 5:00 p.m.

### Phone:

627-8477,  
627-8450



students' attendance is 100%. If students do not attend the required hours, they will be required to repeat the class.

## Programs

Professional Truck Driving: 168 hours. See training overview above for more information.

Optional classes are available for those with previous truck driving experience who may need just a refresher.

## Steps to Enrollment



1.

### Meet with a program Advisor.

Schedule an appointment with a program advisor.

Stephen V. Nixon  
627-8477  
David Shaw  
627-8450  
Ken Medell  
627-8455

2.

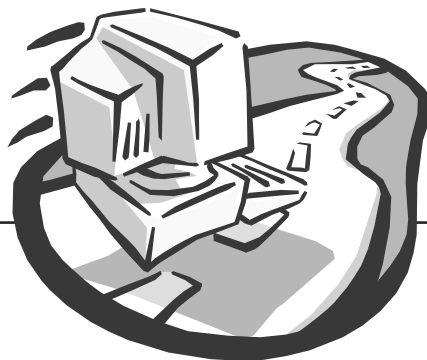
### Complete Enrollment

An enrollment specialist will help students sign up for their course, depending on which prerequisites they will need to meet.

3.

### Obtain Books and Supplies

Obtain books and supplies at the College Bookstore as required before the first day of class. The Bookstore has a list of required book and supplies. Students must present a copy of their class schedule to the instructor on the first day of class.



- Professional Truck Driving Basics  
*Range 40 hours*
- Professional Truck Driving Basics  
*Road 40 hours*

These courses provide students with hands-on experience in handling a big rig. Students learn the basic skill maneuvers used in daily operation and requirements for passing the commercial drivers license skills test, including an overview of double-clutching, shifting, and making turns in a big rig.

**Prerequisite:**  
Permission of program advisor.

### CDL Third Party Testing

Students perform the pre-trip inspection test, the range skills test, and the road skills test for a state certified third party examiner. Sealed documentation of passing score is taken to the Utah driver's license department where the CDL can be issued.

**Prerequisite:**  
Permission of Program Advisor.

### Tuition Refund Policy

The OWATC will not refund any tuition or part of the tuition after the first day of class unless the school is

unable to provide the training specified herein.

### Tuition – Financing/ Sponsorship

Due to the short length of this course, federal financial aid is not available. Upon request, program advisors can provide information about employers and agencies that sponsor students.

## ATC Driver Education

### Training Overview

This program is approved through the Utah State Department of Public Safety to provide the necessary hours of training required by the State of Utah to obtain a state driver's license. The first 9 days (18 hours) are spent in the classroom learning state laws and regulations in order to prepare the student to pass the state written examination. The remaining 12 hours are spent in the vehicle and are split between 6 hours of driving and 6 hours of observation time.

**Prerequisites:**

All students must be a minimum of 15 years, 9 months of age at the time they enter the class. Students will need to provide proof of their age by a birth

certificate, a passport, or a state ID card, and an original SSN. (These documents are also required by the state at the time of the driver examination).

### Training Method

The time frame required to complete the course is based on scheduled driving and observation time at the convenience of the student. Classroom training time will be scheduled Monday through Friday from 5:00 p.m. to 7:00 p.m. Driving observation time will generally be scheduled from 8:00 a.m. to 5:00 p.m., Monday through Saturday. All training will be done in as timely a manner as equipment and manpower will allow, and should be completed in approximately three weeks from the starting date.

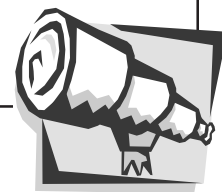
**Location:**

*MT103,  
Manufacturing  
Technology Bldg.*

**Hours:**

*Mon., Tues., & Thurs.:  
7:30 a.m. to 6:00 a.m.  
Wed., Fri.,  
7:30 a.m. to 4:00 p.m.*

**Phone:  
627-8347**



**Program Costs:**  
\$10 enrollment fee  
\$185 tuition fee

### Tuition Refund Policy

After the first day of class, the school will not refund any tuition or part of the tuition unless the school is unable to provide the training specified herein.

# ATC Program Advisors Directory



When students enroll at the College they are assigned a program advisor. The program advisor is available to answer any questions

about (1) *Occupational Training Outline (OTO)*, (2) *training schedule*, and (3) *individual courses*. Program advisors and their training

occupations, phone numbers, and office locations are listed below.

Training Occupation	Program Advisor	Phone	Office Location
Accounting Technician	Larry Patane	627-8364	BU153E
Animator	Rex Thomock	627-8360	MT201A
Apprenticeship Program	Curtis Nielsen	627-8448	MT109
Automated Manufacturing Technician	Ken Colovich	627-8338	MT100H
Bricklayer/Tile Setter	Richard Brown	627-8345	CT115D
Cabinet Maker Assistant	Mike Foley	621-5411	20th Street Facility
Carpenter Assistant	Thomas Halliday	627-8344	CT105
CBT Designer	Doug Threlkeld	627-8401	MT208
CNC Machine Operator	Jeff Fowler/Mark Dame	627-8408/395-3741	CT112B/CT113
Cosmetologist/Barber/Student Instructor	Spence Talbot	627-8409	Cosmetology Bldg.
Dental Assistant	Brenda Fell	627-8444	BU160E
Dental Aide	Brenda Fell	627-8444	BU160E
Drafter	Alan Turner	627-8358	MT201B
Electrical Technician	John Kristensen	627-8483	CT108B
Electronics Technician	Jim Andrews	627-8476	MT100E
Forklift Operator	Walter Hupp	627-8341	MT120A
Hod Carrier	Richard Brown	627-8345	CT115D
Inspector	Roger Chadwick	627-8379	MT100D
Machinist	Jeff Fowler/Mark Dame	627-8408/395-3741	CT112B/CT113
Material Handler-Advanced/Basic	Walter Hupp	627-8341	MT120A
Medical Office Administrative Asst.	Carolyn White	627-8439	BU135A
Medical Assistant	Jim Taggart/Emma Anderson	627-8369/8445	BU160F/BU124
Medical Transcriptionist	Carolyn White	627-8439	BU135A
Multimedia Designer	Doug Threlkeld	627-8401	MT208
Network Manager	Judi Elmer	627-8362	BU152B
Office Professional I	Gloria Kartchner	627-8366	BU104
Office Professional II	Marcie Fujikawa	627-8465	BU135C
PC Specialist	Judi Elmer	627-8362	BU152B
Practical Nurse	Joanne Carlson	627-8355	BU160A
Professional Cook	Gary Silver	627-8423	Union Building Kitchen
Production Technician	Ken Colovich	627-8338	MT100H
Production Worker	Walter Hupp	627-8341	MT120A
Professional Truck Driver	Steve Nixon/Dave Shaw	627-8477/627-8450	Appt. Only
Quality Auditor	Roger Chadwick	627-8379	MT100D
Sheet Metal Fabricator	Wayne Layton	627-8376	MT105B
Web Page Designer	Doug Threlkeld	627-8401	MT208
Web Site Developer	Kelly Albers	627-8434	MT100C
Welder-Fitter	Wayne Western/John Groveau	627-8387/627-8382	MT104B/MT104A

# ATC Telephone Directory



College Information 627-8300	Ogden School District .....	•Carpentry ..... 627-8344
•After 5 p.m. .... 621-2373	..... 627-8411	•Computer Software
•TDD ..... 627-8308	Human Resources Office	Applications ..... 627-8465
Bookstore ..... 627-8353	..... 627-8413	•Computer Technical
Career Services .... 627-8395	Instructional Design .....	Support ..... 627-8362
..... 627-8455	..... 627-8312	•Communications .. 627-8342
Children's School .. 627-8374	Instructional Services Office	•Cosmetology ..... 627-8373
..... 627-8430	..... 627-8306	•Culinary Arts ..... 627-8423
Comptroller ..... 627-8451	Maintenance ..... 627-8386	•Dental Assisting .. 627-8444
Copy Services ..... 627-8451	Marketing Services Office	•Drafting ..... 627-8358
Counselor-	..... 627-8305	•Electrical
Assessment ..... 627-8403	Office of Diversity/	Technician ..... 627-8427
Counselor-Career Guidance	ADA Coordination .. 627-8452	•Machinist ..... 627-8408
Appointments .... 627-8402	Purchasing ..... 627-8310	•Material
Custom Fit Training 627-8440	Records/Transcripts	Handling ..... 627-8341
..... 627-8317	..... 627-8392	•Math ..... 627-8343
..... 627-8305	Regional President's Office	•Medical Assisting .. 627-8445
Donations -	..... 627-8304	•Medical
Development	Scholarships ..... 627-8327	Transcription ..... 627-8439
Office ..... 395-3730	School-to-Work .... 627-8370	•Muti-Media/Web
Driver Education ... 627-8347	Student Services... 627-8402	Design ..... 627-8401
Enrollment ..... 627-8420	Training Program Manager	•Practical Nursing.. 627-8355
Evening School .... 627-8323	(Business / Health)	•Precision
Financial Aid ..... 627-8327	..... 627-8324	Fabrication ..... 627-8376
Fiscal Services ..... 627-8451	Training Program Manager	•Professional Truck
Food Services ..... 627-8423	(Trades / Industry)	Driving ..... 627-8477
Foundation ..... 395-3730	..... 627-8433	•Service Tech ..... 627-8448
High School	•Apprenticeships .. 627-8467	•Welding ..... 627-8387
Adult Education Coordinator	•Automated	
Weber School District	Manufacturing .... 627-8338	
..... 627-8378	•Bricklaying ..... 627-8345	

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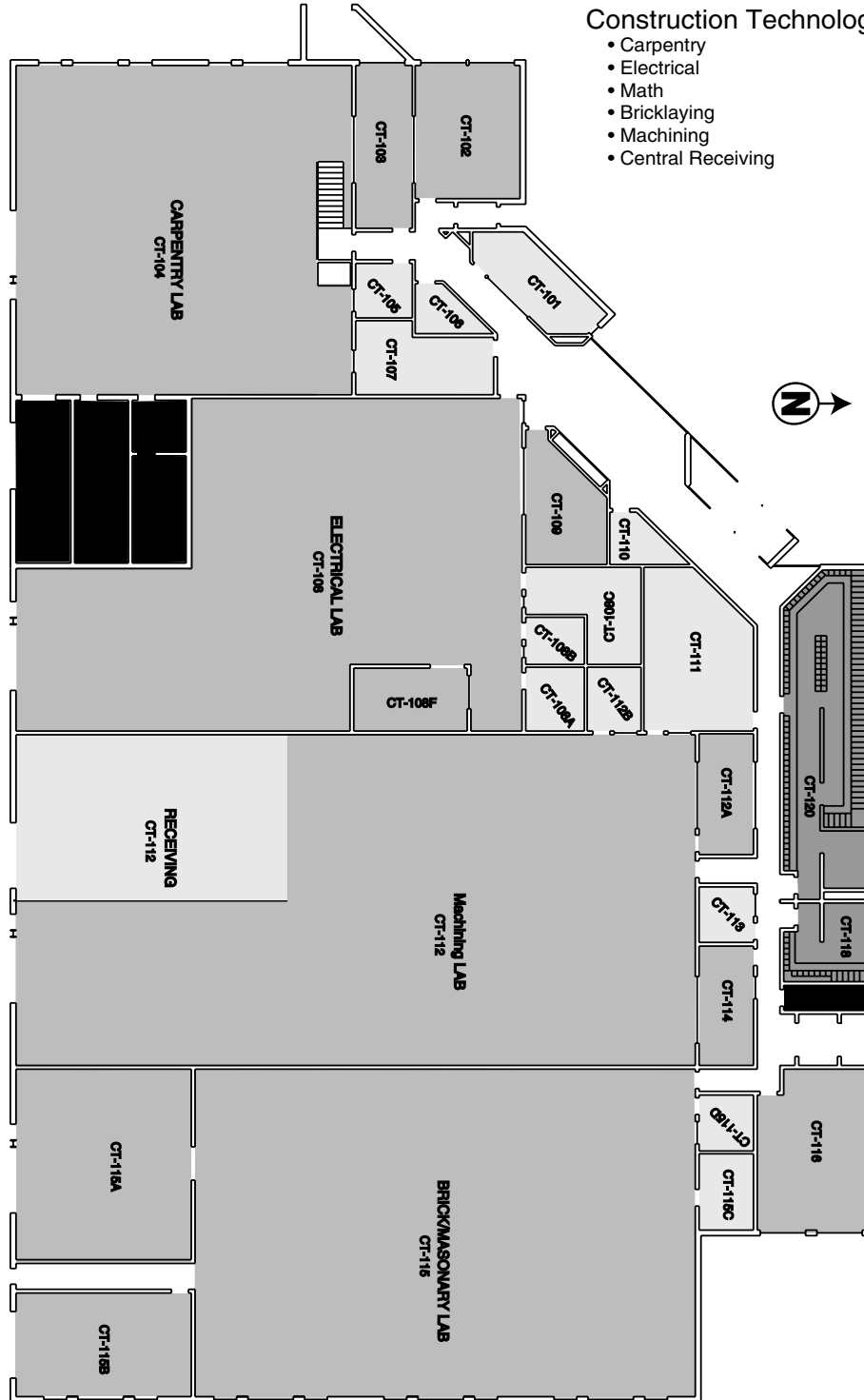
# Construction Technology Building Map



- Faculty Offices
- Public Restrooms
- Classrooms/Labs

## Construction Technology Building

- Carpentry
- Electrical
- Math
- Bricklaying
- Machining
- Central Receiving



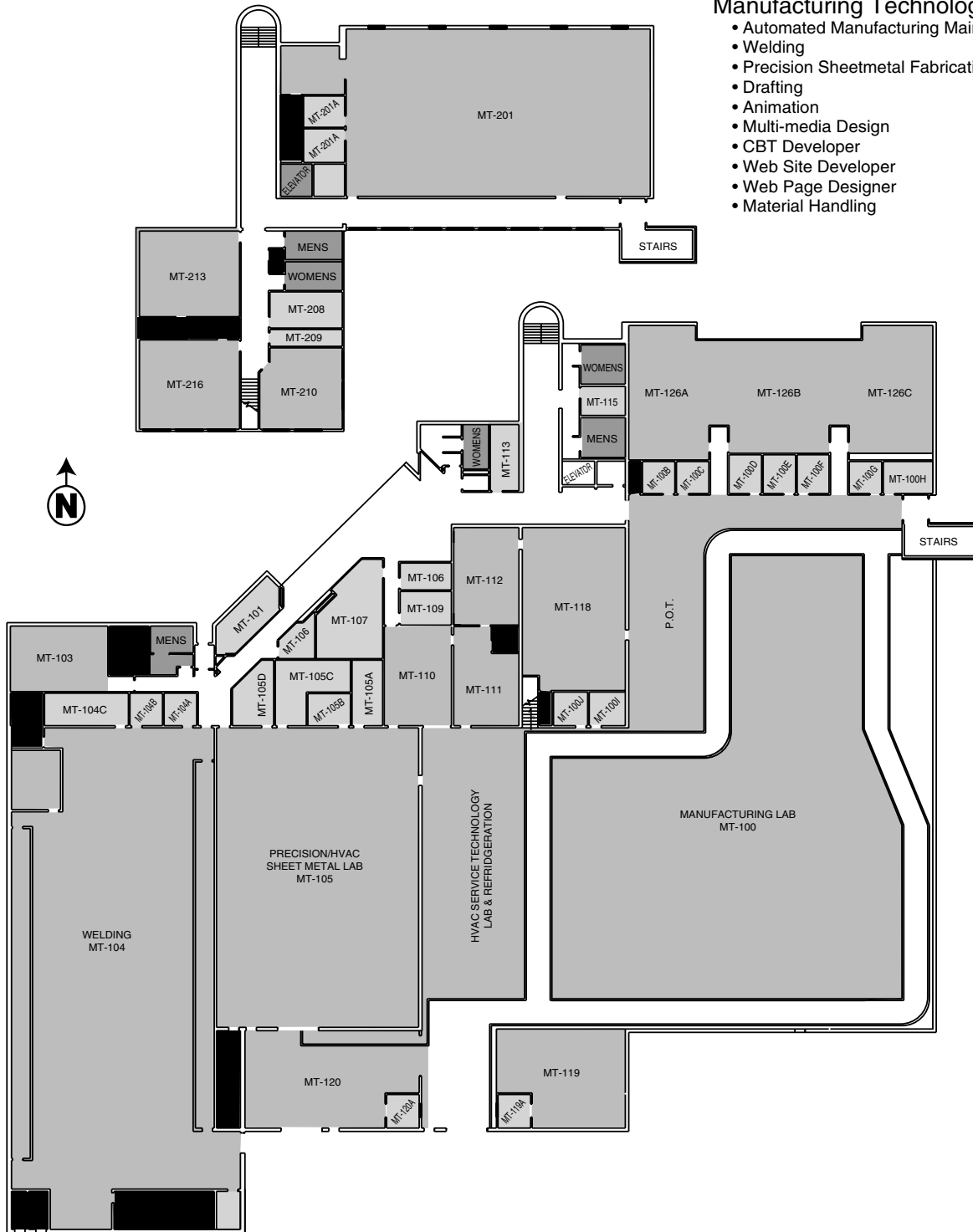
# Manufacturing Technology Building Map



- Faculty Offices
- Public Restrooms
- Classrooms/Labs

## Manufacturing Technology Building

- Automated Manufacturing Maintenance
- Welding
- Precision Sheetmetal Fabrication
- Drafting
- Animation
- Multi-media Design
- CBT Developer
- Web Site Developer
- Web Page Designer
- Material Handling



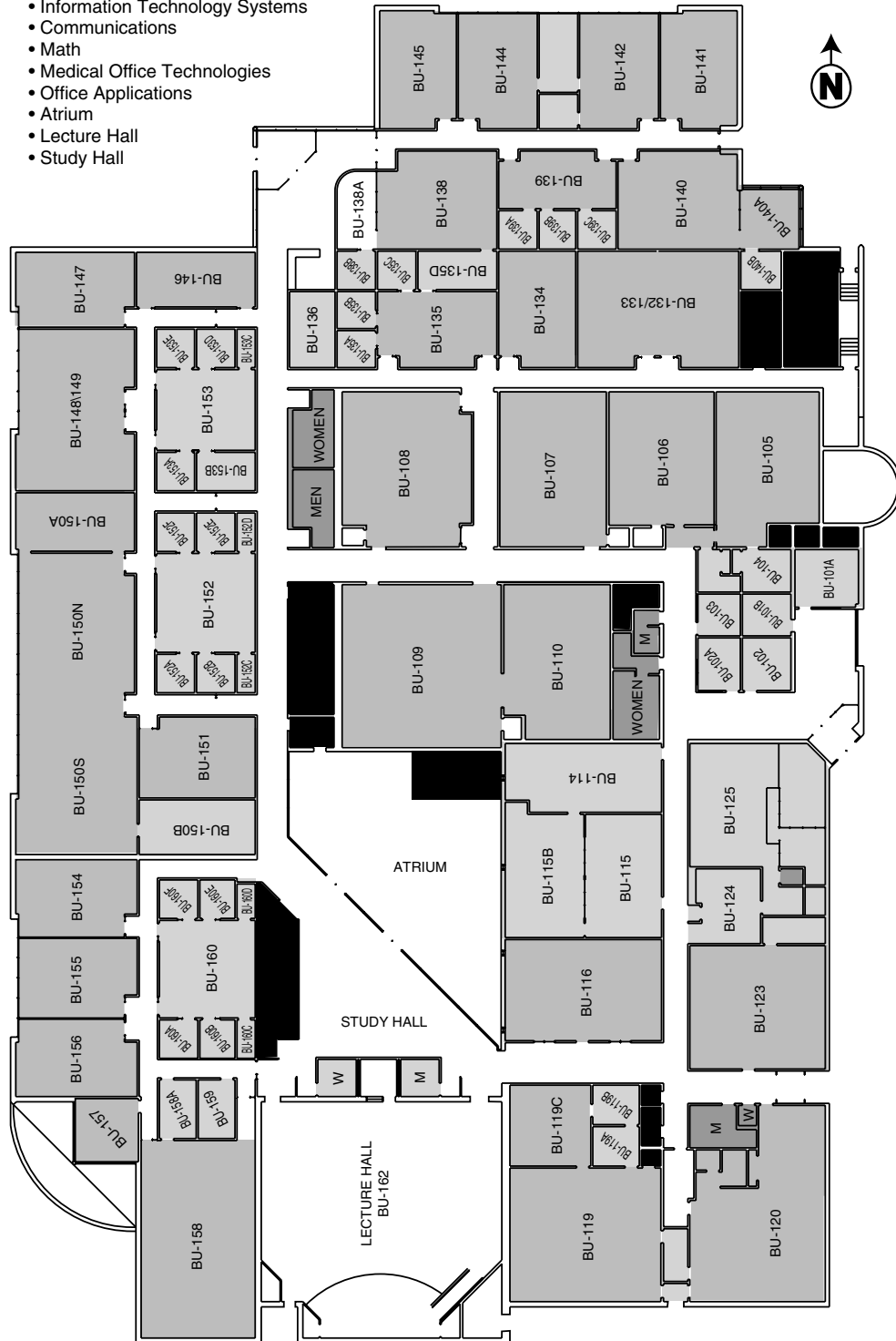
# Business Building Map



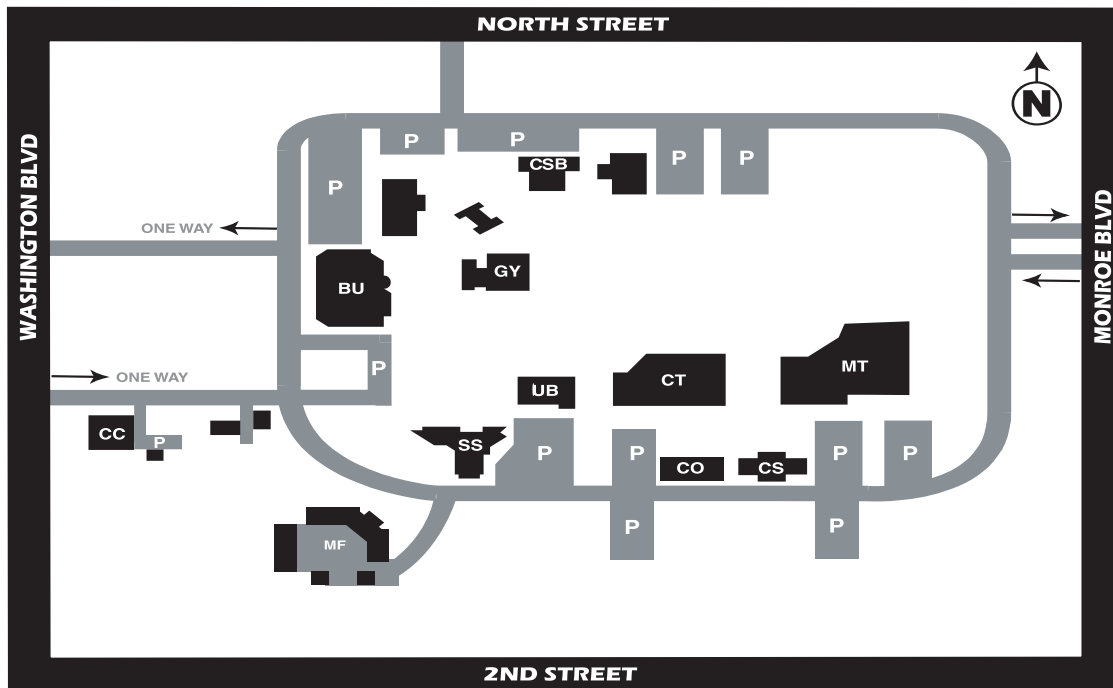
## Business Building

- Allied Health Occupations
- Practical Nursing
- Accelerated Courses
- Dental Assistant
- Computer Network Manager
- Information Design Technologies
- Information Technology Systems
- Communications
- Math
- Medical Office Technologies
- Office Applications
- Atrium
- Lecture Hall
- Study Hall

- Faculty Offices
- Public Restrooms
- Classrooms/Labs



# Campus Buildings Map

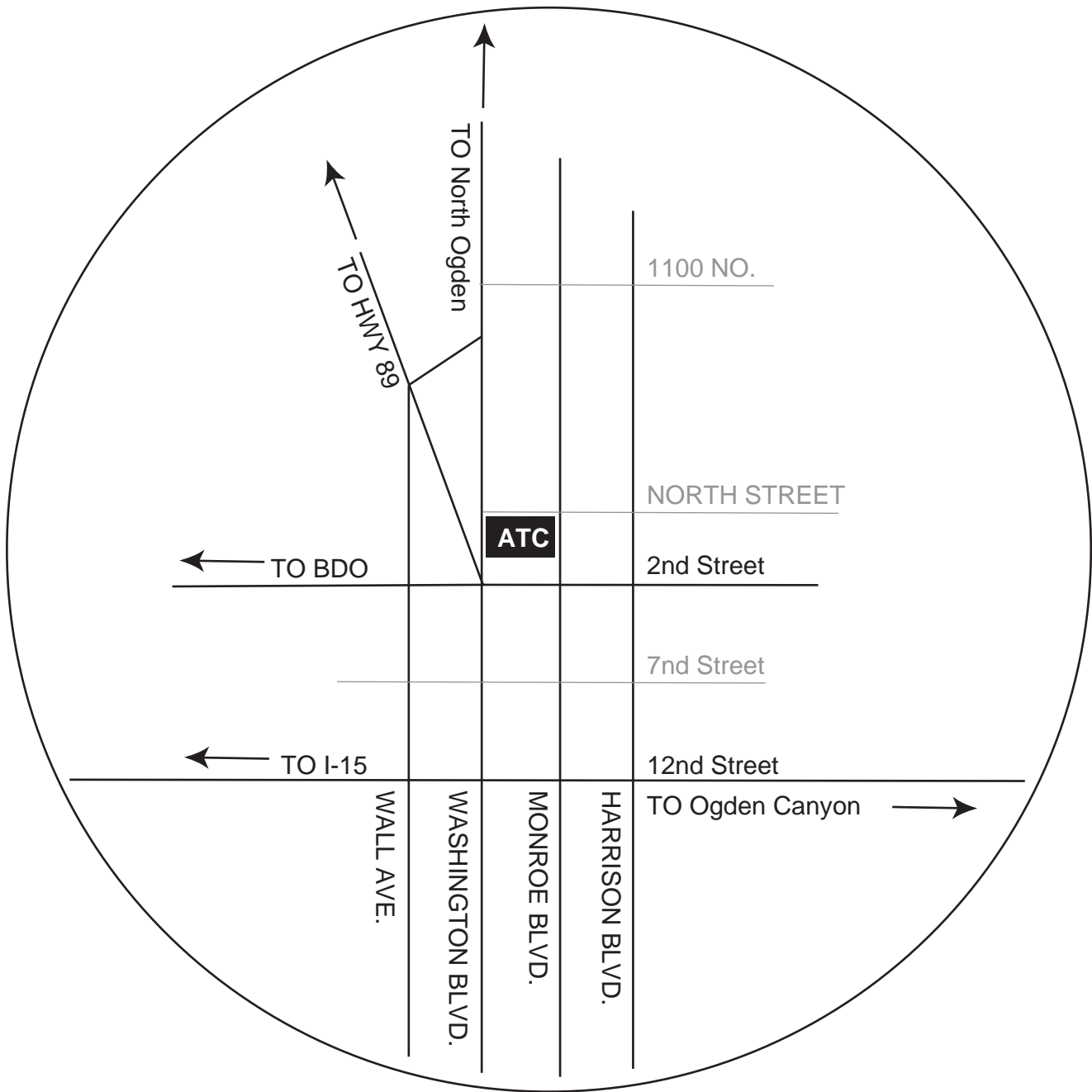


- 1 *Children's School North*
- 2 *College Services Building*
  - Instructional Design
- 3 *Green House*
- 4 *Heat Plant*
- 5 *Gymnasium*
- 6 *Business Building*
  - Accounting
  - Business / Health Program Manager
  - Communication
  - Computer / Network Technical Support
  - Computer Software Applications
  - Dental Assisting
  - Distance Learning Lab
  - District Adult Education
  - Lecture Hall
  - Math
  - Media Design Technologies Program Manager
  - Medical Assisting
  - Medical Office Administration
  - Medical Transcription
  - Practical Nursing

- 7 *Corporate Training Center*
- 8 *High School Services*
- 9 *Student Services Building*
  - Assessment
  - Cashier
  - Custom Fit Training
  - Career Counseling
  - Copy Services
  - Enrollment
  - Financial Aid and Scholarships
  - Fiscal Services
  - Human Resources
  - Marketing Services
  - Registrar and Records
  - Student Services Manager
  - Regional President's Office
  - Instructional Services Division
- 10 *Union Building*
  - Bookstore
  - Cafeteria
  - Career Services
  - Copy Services
  - Culinary Arts
  - Diversity Coordinator
  - School-to-Work Coordinator
  - Workforce Services

- 11 *Construction Technology Building*
  - Bricklaying
  - Carpentry
  - Machining
  - Electrician
  - Shipping and Receiving
- 12 *Manufacturing Technology Building*
  - Automated Manufacturing
  - Apprenticeship Program Coordinator
  - Drafting
  - Material Handling
  - Multimedia
  - Precision Fabrication
  - Professional Truck Driving
  - HVAC Service Technology
  - Trades / Industry Program Manager
  - Web Design
  - Welding
- 13 *Cosmetology Building*
- 14 *Children's School South*
- 15 *Maintenance Building*

# Campus Location Map



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Ogden-Weber Applied Technology College  
200 North Washington Blvd.  
Ogden, Utah 84404-4089  
801-627-8300

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