



McFatter Technical College & High School Catalog 2016-2017

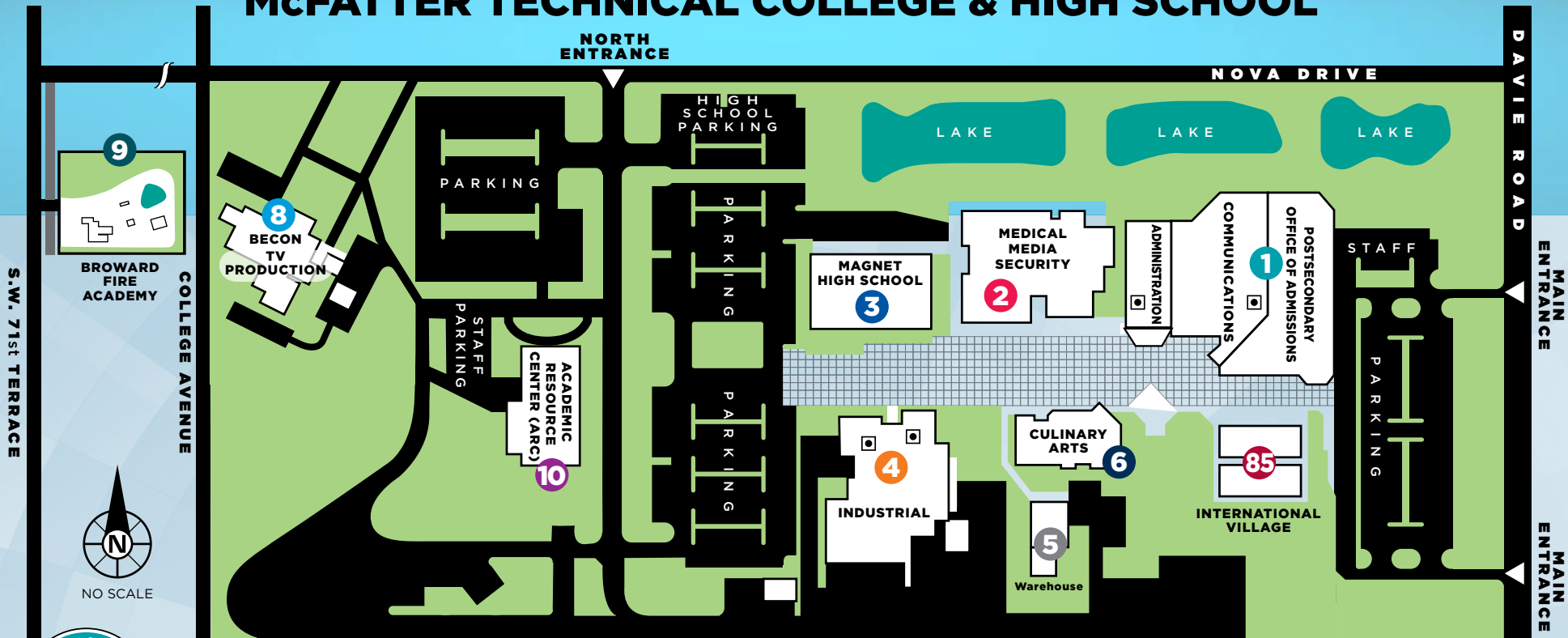
6500 Nova Drive
Davie, FL 33317

754.321.5700 Phone
754.321.5980 Fax

www.mcfattertechnicalcollege.edu



McFATTER TECHNICAL COLLEGE & HIGH SCHOOL



McFatter Technical
College & High School
6500 Nova Drive • Davie, FL 33317
Tel 754.321.5700

CAMPUS SITE MAP

1 ADMINISTRATION BUILDING
Rooms 100-149
☐ Administrators' Offices

COMMUNICATIONS

- Commercial Photography Technology
- Digital Media/Multimedia Design
- Digital Photography Technology
- Digital Printing Technology
- Printing & Graphic Communications
- Forklift Training

EDUCATION & TRAINING

- Principles of Teaching

INFORMATION TECHNOLOGY

- Applied Cybersecurity
- Cloud Computing & Virtualization
- Digital Media Technology
- Game/Simulation/Animation Programming
- Java Development & Programming
- Network Support Services
- Web Development

POSTSECONDARY OFFICE OF ADMISSIONS

- School Counselors
- Exceptional Student Education (ESE) Services

OFFICE OF STUDENT AFFAIRS

- Alumni Services
- Bookstore
- Career Center
- Industry Credentialing
- International Students
- Marketing & Recruiting
- Registration
- Student Information Systems
- Student Surveys
- Testing & Intervention Services
- Veterans Students

2 MEDICAL BUILDING
Rooms 200-237

- Dental Lab Technology
- Electrocardiograph Technology (EKG)
- Medical Assisting
- Media Center
- Nursing Assistant
- Optometric Assisting
 - Vision Clinic
- Patient Care Assistant
- Patient Care Technician

- Pharmacy Technician - ATD
- Phlebotomy
- Practical Nursing
- Security

3 TECHNICAL HIGH SCHOOL
Rooms 300-370

BUSINESS EDUCATION

- Accounting Operations
- Administrative Office Specialist
- Legal Administrative Specialist
- Medical Administrative Specialist

4 INDUSTRIAL BUILDING
Rooms 400-423

- ☐ Administrators' Offices
- Automotive Collision Repair & Refinishing
- Automotive Service Technology
- Drafting
- Marine Service Technologies
- Welding Technology

5 RECEIVING / FACILITIES
Rooms 500-508

6 CULINARY ARTS BUILDING
Rooms 600-618

- High School Guidance
- Baking & Pastry Arts

85 INTERNATIONAL VILLAGE
Rooms 850-863

- ELCATE - English Literacy for Career and Technical Education
- ESOL - English for Speakers of Other Languages
- GED® - General Educational Development

8 TV PRODUCTION / BECON

9 BROWARD FIRE ACADEMY
*Located West of Campus-
2600 S.W. 71 Terrace, Davie, FL 33314*

- EMT - Emergency Medical Technician - ATD
- Fire Fighter I/II

10 ACADEMIC RESOURCE CENTER (ARC)
6596 Nova Drive, Davie, FL 33317

- AAAP - Advanced Academics for Adult Education
- ABE - Adult Basic Education
- Career Placement
- School Resource Officer



Jeanette L. Johnson, *Director* | Master's Degree | Florida Atlantic University
 Ellen J. Albano, *Assistant Director* | Master's Degree | Florida Atlantic University
 Cara A. Daniel, *Assistant Director* | Master's Degree | University of South Florida
 Larry Rothman, *Assistant Director* | Master's Degree | Florida Atlantic University



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*Most programs are approved for Veteran's training. Approved programs are indicated by the symbol - * - . Hybrid/online courses require veterans to be on campus during 100% of the instructional time.*

Prices published in this catalog are for Florida residents. Fees are subject to change.

McFatter

About McFatter Technical College

Opened in 1985 with the addition of the Hospitality Building in 1996 and the Technical High School in 1998, McFatter Technical College operates on a \$26 million complex on 24 acres at the corner of Davie Road and Nova Drive, in the Town of Davie, Florida.

A major event occurred on June 24, 2014, when the School Board of Broward County officially changed our name to McFatter Technical College. Hence, a new era in career, technical and adult education was launched.

McFatter Technical College was established as an area postsecondary technical college of the School Board of Broward County, Florida to offer technical education to both adults and secondary students in over forty program areas.

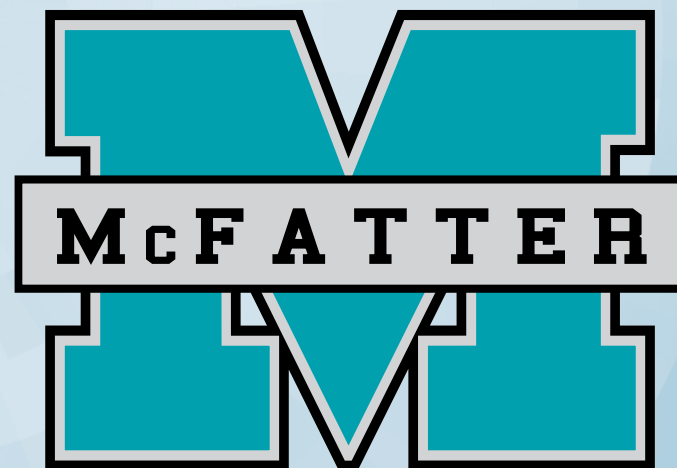
McFatter Technical College is accredited/approved by:

COUNCIL ON OCCUPATIONAL
EDUCATION (COE)
7840 Roswell Road
Building 300, Suite 325
Atlanta, GA 30350
770-396-3898
www.council.org

AdvancED
Alpharetta Office
9115 Westside Parkway
Alpharetta, GA 30009
(888) 413-3699
www.advanc-ed.org

In addition, McFatter holds membership, partnership or affiliation with over fifteen local, state and national organizations.

Industry-validated curriculum, complemented by state-of-the-art laboratories and equipment were designed to meet current and future employment needs of South Florida business and industry. The curriculum and specialized practical laboratory experiences have enabled students to acquire, refine and upgrade occupational skills on a full-time or part-time basis in day and evening classes, hybrid or face-to-face delivery.



The William T. McFatter Technical College and Technical High School has a vision to change the lives of people from all backgrounds through innovative education.

In working to achieve this vision, it is our mission to promote excellence in academic, career, and technical studies in order to prepare students to enter and remain competitive in a global workforce.



Accreditations

■ Accredited by the Commission of the Council on Occupational Education (COE)
770.396.3898 | 800.917.2081
FAX: 770.396.3790



■ **AdvancED**
Alpharetta Office
9115 Westside Parkway
Alpharetta, GA 30009
(888) 413-3699
www.advanc-ed.org

■ **American Welding Society**

■ **Automotive Service Technology NATEF and Automotive Service Excellence (ASE)**

■ **Commission of Allied Health Education Programs**

■ **Commercial Foods and Culinary Arts**
American Culinary Federation Education Foundation (ACFEF) Accrediting Commission
180 Center Place Way
St. Augustine, FL 52095
800.624.9458

■ **Dental Lab Technology**
American Dental Association
Commission on Dental Accreditation

■ **Department of Veterans' Affairs Bureau of State Approving for Veterans' Benefits (VA)**
Programs approved for Veteran's benefits are indicated by -** .

■ **Emergency Medical Technician**
Florida Department of Health Bureau of Emergency Medical Services (FDHBEMS)

■ **Florida Department of Education**

■ **Florida Department of Health Bureau of Emergency Medical Services (FDHBEMS)**

■ **Printing & Graphic Communications**
Graphic Arts Education and Research Foundation
PrintEd

■ **Medical Assisting**
Commission on Accreditation of Allied Health Programs on the recommendation of the Curriculum Review Board of the American Association of Medical Assistants

■ **Optometric Assisting**
American Optometric Association, Paraoptometric Division

■ **Patient Care Technician**
Florida Board of Nursing

■ **Pharmacy Technician**
American Society of Health-System Pharmacists

■ **Practical Nursing**
Accreditation Commission for Education in Nursing, Inc. (ACEN)
3343 Peachtree Road NE, Suite 850
Atlanta, Georgia 30326
P.404.975.5000
F.404.975.5020
www.acenursing.org

Student Advisement

For additional information contact the appropriate individual listed below:

OFFICE OF ADMISSIONS

Franzie Williams

Director, Office of Admissions

(754) 321-5732

franzie.williams@browardschools.com

- High School
- Postsecondary

- ◆ Baking and Pastry Arts
- ◆ Commercial Foods and Culinary Arts
- ◆ Commercial Photography Technology 1 & 2
- ◆ Digital Media/Multimedia Design
- ◆ Digital Media Technology
- ◆ Digital Photography Technology
- ◆ Digital Printing Technology
- ◆ Printing and Graphic Communications
- ◆ Television Production

Mary Barone

Certified School Counselor

(754) 321-5840

mary.barone@browardschools.com

- ◆ Applied Cybersecurity
- ◆ Automotive Collision Repair and Refinishing
- ◆ Automotive Service Technology
- ◆ Career Dual Enrollment
- ◆ Cloud Computing & Virtualization
- ◆ Drafting
- ◆ Early Childhood Education
- ◆ Game/Simulation/Animation Programming
- ◆ Java Development and Programming
- ◆ Marine Service Technologies
- ◆ Network Support Services
- ◆ Principles of Teaching
- ◆ Web Development
- ◆ Welding Technology
- ◆ Welding Technology-Advanced

Meghan Emerson

Certified School Counselor

(754) 321-5891

meghan.emerson@browardschools.com

- ◆ Accounting Operations
- ◆ Administrative Office Specialist
- ◆ Dental Laboratory Technology
- ◆ Electrocardiograph Technology (EKG)
- ◆ GED®: State of Florida High School Diploma
- ◆ Legal Administrative Specialist
- ◆ Medical Administrative Specialist
- ◆ Medical Assisting
- ◆ Optometric Assisting
- ◆ Pharmacy Technician - ATD
- ◆ Phlebotomy

Jason Friedman

Advisor

(Located at: 2600 SW 71st Terrace,
Davie, FL 33314)

(754) 321-1306

jason.friedman@browardschools.com

- ◆ Broward Fire Academy
- ◆ Emergency Medical Technician (EMT) - ATD

Virginia Scheppa

Postsecondary ESE Specialist

(754) 321-5822

virginia.scheppa@browardschools.com

- ◆ Disability Services

Rachel Victor

Certified School Counselor

(754) 321-5753

rachel.victor@browardschools.com

- ◆ Forklift Certification
- ◆ Nursing Assistant
- ◆ Practical Nursing
- ◆ Patient Care Assistant
- ◆ Patient Care Technician

OFFICE OF STUDENT AFFAIRS

Roger Barnhart

Director, Office of Student Affairs

(754) 321-5774

roger.barnhart@browardschools.com

Vera Fernandez

International Student Advisor

(754) 321-5737

vera.alvarez@browardschools.com

Jill Holste

Employment Service Specialist

(754) 321-5737

jill.holste@browardschools.com

Amy Johnson

Recruiter & Career Services Advisor

(754) 321-5844

amy.johnson@browardschools.com

Judith Kane

Financial Aid Director

(754) 321-5738

judith.kane@browardschools.com

Jennifer Long

Alumni Coordinator

(754) 321-5802

jennifer.long@browardschools.com

Steven Perry

Career Center Team Member

(754) 321-5750

steven.perry@browardschools.com

Joanne Santana

Veterans' Certifying Official

(954) 614-1608

joanne.santana@browardschools.com

Preston Selvanik

Job Specialist

(754) 321-5750

preston.selvanik@browardschools.com

Department Information

For additional information on a specific department call the number listed below:

Broward Fire Academy	754.321.1300
Business Education	754.321.5891
Communication Arts	754.321.5870
Culinary Arts	754.321.5710
Education & Training	754.321.5708
ESOL	754.321.5837
Forklift	754.321.5742
Industrial	754.321.5840
Information Technology	754.321.5734
Marine Technologies	754.321.5739
Medical Technology	754.321.5751
Practical Nursing	754.321.5751



Testing

The State of Florida has mandated that all students enrolled in a postsecondary program consisting of 450 clock hours or more must meet a minimum basic skill level in reading, mathematics and English. The State of Florida Department of Education Curriculum Frameworks have established the minimum standards for each program. Basic skills testing is administered following the orientation program. Students who do not meet the minimum skills level must remediate and be re-tested before being eligible to receive a postsecondary adult certificate of program completion or an Applied Technology Diploma. There is a \$10.00 fee for testing.



Testing FAQs

How do I get started?

Make an appointment to meet with a counselor or attend a program orientation.

Who must take the Test of Adult Basic Education (TABE)?

All students who wish to attend McFatter Technical College or the Broward Fire Academy are required to take the TABE test unless they meet the TESTING EXEMPTIONS.

Can I transfer my TABE test scores from another institution?

Yes, you may transfer your TABE test scores from another institution if they meet the following criteria:

- Must be from a regionally accredited institution
- No more than 2 years old
- On the appropriate level required for your program

(Required level information will be provided during orientation).

How long is the Testing session?

Testing is approximately 2 1/2 hours.

May I bring a calculator to the test center?

No, please do not bring a calculator to the test center. One will be provided for you.

How do I obtain my test results?

Prospective students must schedule an appointment with their program counselor to obtain their test results. Test results will not be provided to you over the phone by the test examiner.

How long are my TABE test scores valid?

TABE test scores are valid for up to 2 years.

What if I need special accommodations due to a disability?

If you are an adult with a documented disability who needs special testing modifications, please contact the ESE office at 754.321.5822 prior to Orientation and Testing.

What if I do not pass the TABE test?

If you have the ability to benefit from attending a non-licensure program while attending remediation you will be admitted to the program and to remediation.

Orientation and Testing begin promptly at their scheduled times. Doors will close at the beginning of each testing session to ensure an uninterrupted testing environment.

Please bring a jacket or sweater.

Getting Started

Note: Applicants must provide documentation showing 12 consecutive months of Florida residency to be eligible for in-state tuition rates.

1. **Attend Orientation (online or in person)** Applicants for technical programs must attend online or on campus. Students taking on campus orientation must make an appointment in advance.
2. **Take a Basic Skills Test** and achieve required scores in reading, math and English for entry into applicants chosen program. Applicants must make an appointment in advance and in person for the test. The applicant must have a legal picture identification and \$10 cash to make an appointment. The State of Florida has mandated that all students enrolled in a postsecondary program consisting of 450 clock hours or more must meet a minimum basic skill level in reading, math and English to receive their certificate at the completion of their program. Students not meeting the basic skills requirements will have the opportunity to receive appropriate instruction in order to achieve the required levels prior to completion of their programs.

Testing Exemptions

The State of Florida allows exemption from meeting the minimum basic skills levels if a student has a degree from a United States college or university, or has a standard high school diploma from a State of Florida Public High School in which the student entered 9th grade during the 2003-2004 school year or after, or is an active duty member of any branch of the United States Armed Services or has earned an accepted industry certification.

Note: Disabled prospective students who require accommodations for testing should contact the disability services counselor PRIOR to taking the basic skills test. As an Equal Access/Equal Opportunity institution, students with disabilities will have equal access to all programs, activities, and services, as described in Section 504 of the Rehabilitation Act of 1973 and in compliance with the Americans with Disabilities Act of 2008 (ADA).

3. **Wait two (2) business days** and make an appointment to come in to see a program counselor/advisor for the program in which you are interested. The program counselor/advisor will discuss your results with you and what you should do next. The counselor/advisor will discuss program placement, special needs, and financial aid and registration procedures. **Test scores cannot be given over the phone.**

McFatter Technical College reserves the right to ask any applicant to re-test to validate test scores.

4. **Referrals to remediation in Adult General Education** are made if minimum basic levels have not been achieved.
5. **Registration for postsecondary students** is held three times throughout the year. Please check with the counselor/advisor for space available and registration dates.

Full Basic Skills Exemption

Pursuant to State Board Rule 6A-10.0315 that exempted the student from basic skills testing, one of the following criteria must be met and presented to the Office of Admissions:

1. Evidence of official test scores pursuant to the State Board Rule 6A-10.0315 that exempted the student from taking the Common Placement Test. To receive this exemption, the highest test scores on any of the tests or combination of tests shall be accepted. ***Individual student scores shall be valid for two (2) years starting from the earliest test date.** Any combination may be used. Tests are: Accuplacer, ACT, SAT, and PERT.
2. Official test results that prove the student has successfully met the requirements for an approved state, national, or industry certification or licensure examination that is identified on the Florida Department of Education Basic Skills and Licensure Exemption List for the program in which they are enrolled or enrolling.
3. An official transcript showing evidence of entering 9th grade in a Florida public school in the 2003-2004 school year, or any year thereafter, and earning a Florida standard high school diploma.
4. An official diploma from an accepted, accredited college/university.
5. An official transcript from an accepted, accredited college/university.
6. Paper order or I.D. card from an active duty member of any branch of the United States Armed Services.

7. Per Rule 6A-10.040(1), a student who did not initially achieve a minimum score of 145 on both Reasoning through Language Arts and Mathematical Reasoning on the GED® 2014, but subsequently does after admission into a career program, may be exempted from the Basic Skills Requirement.

Eligibility

Applications are accepted on a non-discriminatory basis from anyone having the interest, ability and desire to benefit from an occupational training program.

McFatter Technical College admits those students who:

- have completed their secondary school education, or
- are past the minimum compulsory education age, or
- are high school students (through their high school guidance department).

Pursuant to Florida Statute 295.125(2), veterans are given preference within the enrollment process.

Come by For a Visit!

We would like to invite you to come and check out our campus! There will be a set tour once a month, which can be found on our online calendar, or feel free to call us at 754-321-5844 or email amy.johnson@browardschools.com to make an appointment. We look forward to showing you around!

Orientation and Testing

Those wishing to attend McFatter Technical College are required to come in and make an appointment to attend a program orientation and take the basic skills assessment or provide exemption documentation.

MORNINGS:
TUESDAYS & THURSDAYS 8:00 a.m.
AFTERNOONS:
TUESDAYS 5:00 p.m.

Prospective students need to arrive 15 minutes before the scheduled start time. Registration is located in the Office of Admissions. **There is a \$10.00 cash fee for the initial assessment.**

Prospective students must present one of the following picture ID's:

- valid **Florida Driver's License**
- valid **Green Card**
- valid **Passport**
- valid **State of Florida ID**
- **One pen and one #2 pencil** are needed at the time of testing.
- Basic skills testing is scheduled immediately following orientation.
- Each session is limited to 25 participants.

Office of Admissions

Admissions Requirements

Admission steps to attend McFatter Technical College:

- Take the TABE as soon as possible or provide official documentation for TABE exemption.
- Set up an appointment to receive your TABE results by calling 754-321-5814.
- If needed, register for remediation courses: Adult General Education- \$40 fee.
- Schedule a program-specific orientation with your program counselor.
- Note: Broward Fire Academy, Education & Training, Medical Technology and Practical Nursing require additional steps for program acceptance.
- Complete the 2016-2017 online FAFSA application at www.fafsa.ed.gov and contact the Financial Aid Office at 754-321-5738 or 754-321-5804. FAFSA-Free Application for Federal Student Aid has more than \$150 billion available to help you pay for school.
- Register for the technical program prior to the start of class based on space and availability.

Appeal Classification Process for Florida Residency In-State Tuition

The Broward County Post-Secondary Technical Colleges' institutional appeal process encourages any student to submit a Florida Residency Tuition Classification Appeal form with attached documentation, and sign a Release of Information form to allow the designated officer or appeal committee permission to review their information. The residency classification appeal must be received within 10 days from the date a student is informed that they are not eligible to pay in-state tuition. The residency appeal

officer or committee will render to the applicant, within 30 days, the final residency determination in writing. The applicant will be advised of the reasons for determination. The institution's Appeal Committee or Officer's decision is final.

Exceptional Student Services

Appropriate program placement, modifications, accommodations and academic assistance are provided by the ESE specialists. Facilities have been designed to enable the physically impaired student to function independently while attending school. All services, special accommodations or modifications will be provided with appropriate documentation of disability.

Students with a Disability

To receive accommodations for testing, students with a disability must self report and provide documentation prior to testing. Please contact the ESE office at 754.321.5822 prior to Orientation and Testing.

Financial Assistance

Financial aid programs are designed to provide assistance to eligible individuals who have the ability to benefit from training and who, without assistance, would be unable to afford to attend.

Financial Assistance includes:

- Federal Pell and SEOG Grants
- Vocational Rehabilitation
- Scholarships
- FAFTF (Financial Aid Fee Trust Fund)
- Fee Waivers
- CareerSource Broward
- Workforce Investment Act (WIA)
- Veterans' Educational Benefits

Media Center

The mission of the Media Center is to encourage and support lifelong learning, literacy and independent thinking. The media specialist and the media staff work with students, teachers and staff to ensure the effective use of ideas, information and technology.

The Media Center is open Monday through Thursday 7:30 a.m. until 6:00 p.m. Friday 7:30 a.m. until 4:00 p.m.

Veterans' Educational Benefits

The College gives veterans preference in the admission process. For complete information on eligibility, students should contact their local Veterans' Administration office or call the VA hotline 888.442.4551. For information pertaining to the college's VA approved courses, standard or progress, attendance, transcript requirements and the processing of paperwork, contact McFatter's Veteran Certifying Official Joanne Santana at 954-614-1608.

International Students

For complete admissions requirements, documents needed, and what to do after international students applying for a program contact the International Student Advisor Vera Fernandez at 754-321-5737. For additional international admission information visit the Broward Technical Colleges website: www.BrowardTechnicalColleges.com

Frequently Asked Questions

Florida Residency Declaration for Tuition Purposes

What is Florida Residency Declaration for Tuition Purposes?

“Florida Residency Declaration for Tuition Purposes” is a form that students attending a Florida institution of higher education must complete in order to determine if they qualify for in-state tuition.

Recently, the Florida legislature implemented significant changes that extended in-state tuition to all Florida high school graduates, including qualifying undocumented students, Deferred Action for Childhood Arrivals (DACA) students, students with undocumented parents, lawful permanent resident students, and certain non-U.S. citizen students. All state laws are referenced throughout this document.

What is the difference between in-state tuition and out-of-state tuition?

In-state tuition is the price per credit hour charged to students who have resided in Florida and/or have met other residency requirements. Out-of-state tuition is the price per credit hour charged to students who are not deemed Florida residents and/or have not met other residency requirements. In-state tuition is typically much lower than out-of-state tuition.

What schools can I attend to benefit from the in-state tuition laws?

Students will be classified as residents or non-residents for tuition purposes at postsecondary educational programs offered by Florida public higher education

institutions including a state university, a Florida College System institution, a charter technical career center,¹ or career center operated by a school district.² For a complete list of these institutions, follow the links.

UNDOCUMENTED & DACA STUDENTS

What are the eligibility requirements to qualify for in-state tuition as an undocumented or DACA student?

Students who are undocumented or have DACA status qualify for in-state tuition through the use of out-of-state fee waivers.³ An out-of-state fee waiver allows nonresident students to pay in-state tuition rates. To qualify for this waiver, a student must:

- Have attended a Florida secondary school (high school) for three consecutive years immediately prior to graduation
- Apply for admission to an institution of higher education within 24 months of high school graduation; and
- Submit an official Florida high school transcript(s) as evidence of attendance and graduation

In addition, upon admission to a Florida public higher education institution, students must:

Submit a completed out-of-state/non-resident fee waiver form, which can be located on the institutions webpage

Will the out-of-state/non-resident fee waiver classify me as an in-state student?

No. Even with this waiver, you are considered an out-of-state/non-resident student, but permitted to pay in-state tuition and fee prices.

Am I eligible for financial aid?

Students using the fee waiver are NOT eligible for state or federal financial aid. This includes the Florida Bright Futures program. However, a student may be eligible for private scholarships or school-specific aid. For this reason, the Florida Department of Education encourages every student to complete the Free Application for Federal Student Aid (FAFSA).

What qualifies as a secondary school for eligibility requirements for the fee waiver?

Currently, the law only includes Florida high schools, both public and private. Therefore, students with a virtual school diploma, homeschool diploma, or G.E.D. will not qualify for the waiver.

If I graduated from high school more than 24 months ago, am I eligible to be granted in-state tuition rates?

Currently, the law states that you must have at least applied for admission to a qualifying higher education institution within 24 months of graduation from a Florida high school. If you did not enroll in or attend a qualifying higher education institution within that time frame, but at least applied before 24 months passed, you should still qualify for the tuition waiver. You may be asked to provide proof of application. However, if you did not apply and more than 24 months have passed, you will not be eligible for the out-of-state tuition fee waiver.

Which portion of the Florida Residency Declaration for Tuition Purposes form should I complete as an undocumented/DACA student?

Please see the “How To” guide for detailed instruction on how to complete the Florida Residency Declaration for Tuition Purposes form.

I am currently an enrolled student and paying out-of-state tuition rates. Am I eligible to be reclassified to pay in-state tuition rates?

Yes. You are eligible to be reclassified to pay in-state tuition rates. The change in tuition will be applied to the start of the next school term. You are not entitled to a refund for the out-of-state rates you paid during previous terms. Please contact your individual school’s Registrar’s office to obtain the fee waiver and apply for reclassification.

Once I’ve established eligibility for the fee waiver, do I have to reestablish eligibility every year?

Verification of eligibility for an out-of-state tuition waiver is only required during the term of initial enrollment or initial reclassification. However, a student who transfers to another Florida public postsecondary institution may be required to provide an official high school transcript for reverification if inconsistent information suggests that an error was made, or the student’s situation has changed. However, the student must have attended the institution making the initial classification within the last 12 months and the residency classification must be noted on the transcript

If I am applying for, or enrolled in a graduate program, am I eligible to apply for this waiver?

No. Currently, the statute only applies to students in undergraduate programs.

Is there an appeal/grievance process if the school denies me in-state tuition rates?

Yes. All institutions must provide a residency appeal process, which should be in writing and prominently displayed on the institution’s website.

CITIZENS WITH UNDOCUMENTED PARENTS

I am a U.S. citizen, however I am a “dependent” of my parent(s), who is (are) undocumented. Do I qualify for in-state tuition rates?

Yes. All U.S. citizen students who are also Florida residents qualify as in-state students and therefore Florida residents for tuition purposes.⁶ If you can prove Florida residency and are a U.S. citizen, you are also eligible to receive state and federal financial aid. Please see the Florida Residency Declaration for Tuition Purposes form to review the appropriate verification documentation that you and/or your parent(s) would need to provide.

Which portion of the Florida Residency Declaration for Tuition Purposes form should I complete as a citizen with undocumented parents?

Please see the “How To” guide for detailed instruction on how to complete the Florida Residency Declaration for Tuition Purposes form.

LAWFUL PERMANENT RESIDENT & CERTAIN NON-U.S. CITIZEN STUDENTS

Certain non-U.S. citizens who are recognized under federal law as having legal status in the United States such as lawful permanent residents, persons in certain visa categories, asylees, parolees, refugees, and Cuban-Haitian entrants are eligible to establish Florida residency for tuition purposes.

What are lawful permanent residents and qualifying non-U.S. citizens?

To view a complete list of all eligible aliens and the required documentation(s) needed for proof, please view Appendix C, starting on page 28, of “Guidelines on Florida Residency for Tuition Purposes.” Applicable categories include: Citizen, Permanent Resident, Parolee, Asylee, Refugee, Conditional Permanent Resident, Visa Category A, Visa Category E, Visa Category G, Visa Category H-IB, H-IC, Visa Category I, Visa Category K, Visa Category L, Visa Category N, Visa Category O-1, Visa Category-R, Visa Category S, Visa Category T, Visa Category U, Visa Category V, Visa Category NATO-1,2,3,4,5,6,7, Citizens of Micronesia, Citizens of the Marshall Islands, Withholding of Deportation, Applicants for Adjustment of Status, Applications for Asylum, Cuban-Haitian Entrant Category 1, Cuban-Haitian Entrant Category Two, Cuban-Haitian Entrant Category three, Cuban-Haitian Entrant Category four, Other qualified aliens under 8 U.S.C. § 1621.

Am I eligible for Florida residency for tuition purposes?

If you fall within one of the aforementioned categories, you are eligible for Florida residency for tuition purposes. However, you must be able to provide the specific requested proofs of legal status as issued by the U.S. Citizenship and Immigration Services to qualify.

Am I eligible for financial aid?

You are eligible for state financial aid. Most of the categories above are also eligible for federal financial aid. Please visit www.studentaid.ed.gov for a complete list of qualifying non-U.S. citizens who can receive federal aid.

Which portion of the Florida Residency Declaration for Tuition Purposes form should I complete as a lawful permanent resident or certain non-U.S. citizen?

Please see the “How To” guide for detailed instruction on how to complete the Florida Residency Declaration for Tuition Purposes form.

Instructional Policies and Procedures

Attendance Policy

Broward Technical Colleges have the responsibility of preparing our students with the skills to enter the workforce. Effective work habits are paramount to students' success. The following is the minimum level of participation that is expected of all students enrolled in certificate programs. Each certificate program will provide students with a syllabus and pacing chart outlining assignments, due dates, and the comparable number of hours the student will need to complete as they relate to program courses.

ABE, GED, AAE & ESOL

The following attendance policy has been established by the Department of Education and is in effect for the 2016-2017 Workforce Education year:

- A student must be withdrawn after being absent for seven (7) consecutive days.
- There are no excused absences.
- Students will be withdrawn on the seventh (7th) day, which will be the withdrawal date.
- Withdrawn students may re-enter in the same class, if space is available.
- Students will be limited to one (1) re-entry per enrollment period.

Certificate and ATD Programs

A student must be withdrawn after being absent six (6) consecutive days. The students will be withdrawn on the seventh (7th) day which will be the withdrawal date. Two (2) additional absences may be exempt for court appearance, death in the family, illness or hospitalization; the duration of jury duty will be exempt when official documentation is provided. If the student is unable to present documentation before the absence

occurs then they must present appropriate documentation to the instructor and program administrator before re-entering the class.

E-Learning Programs

Broward Technical Colleges have the responsibility of preparing our students with the skills to enter the workforce. Effective work habits are paramount to students' success. The following is the minimum level of participation that is expected of all students enrolled in certificate programs.

Each certificate program will provide students with a syllabus and pacing chart outlining assignments, due dates, and the comparable number of hours the student would have completed as they relate to program courses or Completion Points.

In addition to maintaining satisfactory progress according to the course syllabus and pacing chart, it is expected that students will also maintain attendance/ activity in the online or hybrid program. These may be defined as logging into the online program, e-mailing, attending web conferences, or having telephone or in-person conversations with instructors, turning in assignments when due, and attending any scheduled classroom sessions if included as part of the program. A student will be marked absent when work is not submitted on time. Pro-rated attendance hours will be deducted when only partial work for the week is submitted.

Students who have one (1) week of inactivity during the enrollment period will be contacted by the instructor or the program counselor/advisor. The instructor will maintain documentation of this contact. Upon completion of the second week of inactivity during the enrollment period, the student will be withdrawn.

Cancelled/Closed Classes

All classes are subject to minimum and maximum enrollment requirements. A class may be cancelled for the term if minimum enrollment requirements are not met by the scheduled start date for the class. In such cases, every effort will be made to contact registered students prior to the first class meeting to inform them of the cancellation. All fees will be refunded if a class is cancelled.

Closed classes are those which have met the maximum enrollment requirements. Maximum enrollment requirements are established based on equipment needs, space availability, and safety considerations. Prospective students may not be added to a closed class without administrative approval.

Certificates

Unless otherwise specified, a postsecondary technical certificate will be issued to adults who successfully complete the requirements of their workforce development program and who meet applicable state basic skills requirements.

Upon completion of program requirements, secondary students may receive a high school diploma and/or a technical certificate.

Two (2) programs have been approved to award an Applied Technology Diploma (ATD).

- Emergency Medical Technician
- Pharmacy Technician

Conduct and Discipline Code for Adult Students

"Adults" are defined as individuals beyond compulsory school age who have legally left the elementary or secondary school.

1. All provisions of state, county and municipal criminal codes as well as School Board of Broward County, Florida Policies apply to adult

students while they are under the jurisdiction of the School Board of Broward County, Florida.

2. Any adult student who engages in behavior which is in violation of any section of the criminal code may be referred by the school administration to the appropriate law enforcement agency. Such behavior may result in the involuntary withdrawal of the student from the school for a period of time determined by the administrator.
3. While under the jurisdiction of The School Board of Broward County, Florida, adult students may not possess or use knives or guns or use any other object as a weapon. The possession of a concealed weapon permit does not allow students to possess a firearm on their person or in their automobiles while on campus.
4. Adult students may not be in possession of or under the influence of alcohol, marijuana or other mood-altering substances while under the jurisdiction of The School Board of Broward County, Florida.
5. Violation of Rules three (3) or four (4) shall result in the student being involuntarily withdrawn from the school for one (1) school year from the date of the infraction.
6. Adult students may not wear clothing, jewelry, buttons, haircuts or markings which are suggestive, revealing or indecent; associated with gangs or cults; encourage drugs, alcohol, or violence or support discrimination on the basis of color, disability, ethnicity, gender, linguistic differences, marital status, national origin, race, religion, socioeconomic background or sexual orientation.
7. Behavior which is not illegal but does not meet the Conduct and



Discipline Code for adults shall be managed in the following manner:

- a. The staff person first observing the unacceptable behavior shall meet and discuss the behavior with the student and inform him/her of the consequences if the behavior continues.
 - b. If the unacceptable behavior continues, the student shall be referred to the appropriate administrator for action.
 - c. If the student does not modify his/her behavior after intervention by the administrator, the administrator may suspend the student from the program for up to ten days or involuntarily withdraw the student from the school for a period of time not to exceed one (1) school year from the date of the infraction.
8. A K-12 student who has been expelled from the K-12 program may not be accepted for enrollment as an adult student until after the duration of the expulsion.
9. Adult students disciplined under any of the above rules may appeal the decision following the student grievance procedure.

Denial of Re-Registration

If it is determined by the instructor and counselor that a student has not made adequate progress within a term due to poor attendance or any other reasons, the student may be denied the privilege to re-register for the next term. Administrative approval is required to deny or rescind re-registration privileges.

Distance/Hybrid Courses

Students enrolled in distance and/or hybrid courses should have daily access

to a computer with internet and must have a valid email address that they check daily. Additionally, students should have all necessary hardware and software components required by their technology program or adult education course.

Experiential Credit

Students entering Workforce Education Certificate and Applied Technology Diploma programs may be eligible to receive Experiential Performance Awards within their program of choice. Experiential Performance Awards will allow students to accelerate the instructional process by applying past experiences toward competencies taught in the program. Performance awards may be granted for appropriate course work from regionally accredited educational institutions, and/or significant life experiences such as work experiences, volunteer work, military service or self-directed study. Specific criteria will be followed in order to consistently evaluate and grant Experiential Performance Awards.

Fees

Fees charged for enrollment in programs/courses are established by the Florida Legislature and are in accordance with a schedule adopted by The School Board of Broward County, Florida. Registration bulletins contain fee information. Published fees are for Florida residents; nonresident fees are higher.

Grievance Procedures

Grievance procedures are published in the Broward Technical Colleges Student Handbook (Adult) given to students for signature at the beginning of a class. Students who feel that they have been treated unfairly may follow the grievance procedure steps outlined in the code. These steps begin with speaking with

the instructor, counselor and then a written notice of the grievance to the director, and the designated chain of command. Students may also contact the Commission of the Council on Occupational Education
41 Perimeter Center East
Atlanta, GA 30346
770.396.3898 or 800.917.2081.
www.council.org

Secondary students receive the Secondary Conduct and Discipline Code that must be signed by both the parents and student.

Guarantee for Success

McFatter Technical College is committed to teaching the skills needed for the student's chosen career. We are proud to stand behind our graduates and the education they receive. To demonstrate our support, we offer the Guarantee for Success Plan. If a graduate of McFatter Technical College does not pass the identified entry-level industry certification test in his or her field of study, the student is invited to return for additional training and/or test preparation at no additional cost. See page 61 for identified industry certification exams.

International Students

Prospective international students may enroll and attend classes at McFatter Technical College. International students (M-1 Student Visa Status) must be enrolled in a program as a full-time student (18-22 clock hours a week), and should apply to McFatter Technical College two to four months prior to the term of enrollment. No online or distance education classes may be considered to count toward an M-1 student's full course of study requirement if such classes do not require the student's physical attendance for classes, examination, or other purposes integral to completion

of the class. M-1 students are admitted for a specific educational objective and cannot change that objective while in the United States.

International students are considered temporary residents of the United States and may not be deemed Florida residents for tuition purposes. Therefore, they are required to pay out-of-state tuition for the duration of their studies. They must maintain lawful M-1 visa status with the U.S. Citizenship & Immigration Services (USCIS) and be in compliance with all the technical college's rules and regulations.

Please be advised that acceptance to McFatter Technical College does not guarantee a student visa by the U.S. Embassy from abroad; neither does it guarantee a change of status by USCIS.

International students obtaining the student visa in their country are not permitted to enter the U.S. more than 30 days before the first day of classes.

Attendance Policy for International Students

Excused absences will be granted for extenuating circumstances only. Excused absences must be substantiated by entries in student's files. A student must be withdrawn after being absent for six (6) consecutive days. The student will be withdrawn on the seventh (7th) day, which will be recorded as the withdrawal date. After that the student will be terminated from the Student Exchange and Visitor (SEVIS) Program for unsatisfactory attendance (Out of Status). Two (2) additional absences may be allowed for death in family, illness or hospitalization with appropriate documentation. Refer to Student Handbook "STUDENT ACKNOWLEDGEMENTS".

Instructional Policies and Procedures *(Continued)*

Standards of Academic Progress for International Students

International students must maintain a minimum cumulative grade point average (CGPA) of C by the end of each course completion. International students whose CGPA falls below a C at the end of any course will be terminated. M-1 students can only drop below a full course of study due to medical conditions.

Financial Aid for International Students

One of the requirements to obtain an international student visa is that the prospective student or sponsor must have sufficient funds to cover tuition and living expenses during the period of intended study. The U.S. Government and Department of Homeland Security do not offer financial aid packages to international students.

Interventions

Students who reach an intervention point within an enrollment period shall be counseled either by the instructor, program counselor/advisor or department head. An Attendance Contract may be completed by the instructor, program counselor/advisor or department head.

Methods of Payment

Credit cards, cash, money orders or cashier's checks are accepted for payment of the registration fee and tuition. McFatter Technical College is not permitted to accept personal checks. Bookstore supplies must be purchased with cash or credit/debit cards.

We also accept Florida PrePaid College Plans and Bright Futures Scholarships.

Enrollment and payment of tuition at McFatter Technical College could affect income tax returns, and in some cases, INCREASE tax refunds. For this to occur, McFatter Technical College must have social security numbers at the time of registration to enter into a secure database.

Probation

Students who have been withdrawn for attendance reasons may not re-register for their program without meeting with their program administrator. The administrator may refer the student for counseling and notify the student that he/she will be placed on probation for the remainder of the enrollment period at the administrator's discretion. If any further absences occur, the student will be withdrawn and will not re-enter until the next enrollment period. Any student who is withdrawn from a program three (3) times within twelve months will not be allowed to re-enter that program for a period of two (2) consecutive enrollment periods. It may be necessary for students to wait until it is academically appropriate to re-enter if the course they are enrolled in is not being taught at the time they are eligible to re-enter. Students who are withdrawn for attendance reasons and enrolled in lock-step programs may have to wait until it is academically appropriate to re-enter the program.

Grading System/Progress Reports

Each student is to be evaluated on his/her performance in the classroom every nine (9) weeks. The district prescribed guidelines are used to evaluate as follows:

- A 90 - 100%
- B 80 - 89%
- C 70 - 79%
- D 60 - 69%
- F 0 - 59%
- I Incomplete

Refund Policy

School Board Policy 6607 governs the refund of program fees.

1. All refunds shall be accounted for and audit trails maintained in accordance with Business Practice Bulletins issued by the Office of the Chief Financial Officer.
2. Students who appear at the school in person and voluntarily withdraw within five (5) school days of the beginning of a term shall be entitled to a full refund of tuition, student activity fee, fee-supported cost recovery, and lab/supply fees. Registration fees and Health Science Education fees are non-refundable. Five (5) school days shall not apply to courses less than three (3) weeks or ninety hours in duration. In such cases, the request for withdrawal must be made prior to the course meeting more than one-third (1/3) of its assigned hours. Retention of fees collected in advance for a student who does not enter class shall not exceed \$100. Refunds will be made within forty-five days of the date on which the student voluntarily withdraws.
3. Students involuntarily withdrawn pursuant to the Adult Student Conduct and Discipline Code are not entitled to a refund of any fees.
4. Students who pay fees but are entitled to a waiver, voucher or agency payment (refer to policy #6606) shall be entitled to a refund of fees only if required evidence is presented to the school/college principal or his/her designee within fifteen school days of the beginning of a term.
5. In the case of unusual or extraordinary circumstances (such as illness, death in family, etc.) that preclude a student's enrollment, the school principal or his/her designee may honor a request for full or partial refund of fees providing that:
 - a. the request is made in writing prior to the day that the course would have normally ended.
 - b. supporting evidence (where appropriate) is provided.If said refund results in a failure to satisfy state fee requirements, the student shall not be reported for membership during the Workforce Education Fund survey period in the course for which the refund is given.
6. Students who feel they have been treated unfairly in the application of this policy or its rules may appeal using the students' grievance procedure as presented in the Broward Technical Colleges Student Handbook.
7. Refunds, when due, will be made without requiring a request from a student.
8. Refunds, when due, will be made within forty-five days: (1) of the last day of attendance if written notification of withdrawal has been provided to the school/center by the student, or (2) from the date the school/college withdraws the student or determines withdrawal by the student.



- A student is entitled to a full refund of fees if a course is cancelled by the school/college principal or his/her designee, provided however, that the student was not reported in membership during the Workforce Education Fund survey period in which

the class was counted. If so, only those fees in excess of the state requirement shall be refunded.

- Miscellaneous items purchased from the school bookstores (textbooks, uniforms, etc.) may be returned for a full refund provided that the items are unused, in the original packaging and currently being used in the instructional program.

Tardiness

Tardies are defined as a student not being in the classroom for the scheduled class hours printed on his/her schedule receipt. Attendance at Broward Technical Colleges is recorded in positive half hour increments. If a student is tardy more than three times, he/she will be referred to his/her counselor/advisor or administrator.

Transfer Policy

If a McFatter Technical College student wishes to transfer from one program to another program, he/she must first withdraw from their current program by notifying their instructor and meeting with the appropriate program counselor to discuss the admissions process for their newly selected program.

Students with previous technical training from McFatter Technical College and other institutions may receive credit for that training.

A transcript from a Florida public institution documenting Course Completion and/or Occupational Completion Points achieved for a specific technical program will be accepted in transfer at the receiving institution for the same technical program.

A transcript from a non-public institution that is fully accredited by a regional or national accrediting agency recognized by the United States Department of Education and that participates in the common course designation and numbering system will be accepted in transfer at the receiving institution for the same course/program.

A transcript from a non-accredited institution will be evaluated on an individual basis by the department head and the individual program instructor to determine if advanced placement in a given program is applicable.

Tuition and Fees

Tuition is set by the State of Florida and subject to increase. Applicants must provide documentation showing twelve months of Florida residency to be eligible for in-state tuition rates. Tuition for out-of-state students is calculated at a higher rate. Registration, activity, supply and insurance fees are included in the calculation of program costs.

Unsatisfactory Progress

Involuntary Withdrawal: A student who exhibits excessive absences and who has not responded to intervention may be involuntarily withdrawn if it is determined by the instructor, counselor and administrator that the educational focus of the student no longer exists.

Veterans Educational Benefits Information

McFatter Technical College gives veterans preference in the admissions process.

For complete information on eligibility, students should contact the Department of Veterans Affairs (VA) by calling 1-888-442-4551 or go to the VA website: www.gibill.va.gov/. For information pertaining to the school's programs that are approved for veterans' training by the State Approving Agency, and for additional information regarding the admissions process, contact the School Certifying Official in the Office of Admissions at 954-614-1608.

Most programs are approved for veterans training. Please note that hybrid/online courses are NOT APPROVED for veterans training. If you are receiving Veterans Educational Benefits, be sure to see the Veterans School Certifying Official before registering for any Certificate or ATD program with an eLearning component.

Standards of Academic Progress for VA Students

Students receiving VA educational benefits must maintain a minimum cumulative grade point average (CGPA) of a grade C by the end of each course's completion. A VA student whose CGPA falls below a grade of C at the end of any course will be placed on academic probation for a maximum of two consecutive terms of enrollment. If the VA student's CGPA is still below a grade of C at the end of the second consecutive term of probation, the student's VA education benefits will be terminated.

A VA student terminated from VA educational benefits due to unsatisfactory progress may petition the college to be recertified after attaining a CGPA of a grade C in a course.

Attendance Policy for VA Students

Per the Department of Veteran Affairs (VA) Policy, veterans enrolled in NCD programs will have their VA education benefits terminated for unsatisfactory attendance when accumulated absences, tardies, and leaving class early exceed 20 percent of scheduled class clock hours in a month or, where the course is less than one month in length, 20 percent of total approved course clock hours for the length of the program (days or weeks). The termination will be reported to the Department of Veterans Affairs (VA) within 30 days of the veteran's last date of positive attendance when absences/tardy exceeds 20% (using Form 22-1999b to report the termination for unsatisfactory attendance) and will reflect that last date of the student's class attendance before violating this policy.

A veteran may be recertified for VA educational benefits at the beginning of the term or, where a school does not operate on a term basis, 30 days following the termination of benefits due to unsatisfactory attendance after showing that the cause of unsatisfactory attendance has been removed. This is done by the veterans meeting attendance standards, as defined, for one month after being terminated for unsatisfactory attendance.



William T. McFatter Technical High School

High School Student Services Staff

Lillie Henry

Magnet Coordinator
 lillie.henry@browardschools.com
 754-321-5718

Brigitte Lynn

BRACE Advisor
 brigitte.lynn@browardschools.com
 754-321-5805

Deborah Bluth

Counselor, Class of 2017
 deborah.bluth@browardschools.com
 754-321-5854

Tamika Fussell

Counselor, Class of 2018
 tamika.fussell@browardschools.com
 754-321-5813

Dr. Nohemy Paz

Counselor, Class of 2019
 nohemy.paz@browardschools.com
 754-321-5854

Juliet-Ann Olagbemi

Counselor, Class of 2020
 juliet-ann.olagbemi@browardschools.com
 754-321-5746

Attendance

754-321-5702

Transportation

754-321-5785

Information Management Specialist

754-321-5721

Magnet Office

754-321-5718

Magnet High School

William T. McFatter Technical High School is open to qualified students. Acceptance into the Magnet Program is based on academic performance. Exceptional education students with disabilities must meet magnet school entrance requirements that will ensure the students' success in the magnet program. All students must have a Level 3 or greater FCAT scores in reading and math or the equivalent scores on a nationally standardized test and a 2.5 grade point average (GPA). The application window opens each December. Applications are available online at www.browardschoolsinnovativeprograms.com.

Model School

William T. McFatter Technical High School is recognized as a National Model School and member of the Successful Practices Network. The Council of Chief State School Officers and the International Center for Leadership in Education have joined forces to identify and showcase the nation's most successful high schools. Having consistently met Adequate Yearly Progress (AYP), McFatter Technical College is committed to providing an education for ALL students, one that allows them the opportunity to achieve three (3) primary goals:

- Acceptance to a four-year University
- Postsecondary education articulation
- Certification in a high wage, high demand technical area. It is the mission of the William T. McFatter Technical High School to ensure that the high school experience for all students possesses the three R's, "Rigor, Relevance, and Relationships", as articulated by Dr. Willard Daggett and the International Center for Leadership in Education.

Special Highlights

- Coalition of Essential Schools
- 3 Gates Millennium Scholars 2008, 2009 & 2014 & 2015
- New Millennium High School
- Designated Florida's Model High School by the International Center for Leadership in Education
- Model Physical Ed. Program-State
- American Culinary Federation (ACF) Certified
- 3 National Board Certified Teachers
- US News & World Report-Silver Medal 2006-2009, 2013-2015
- US News & World Report Gold Medal winner in the "Best High Schools in America"
- US News & World Report-#97 Florida's Best High School
- Blue Ribbon School of Excellence
- Designated by Newsweek as one of "America's Best High Schools"
- CISCO Academy Designation
- State and National Certifications in more than 40 Technical Programs
- Rated an "A" School by The State of Florida 2001-2015
- Highest FCAT Scores in Broward County-2012
- Magnet Schools of America Magnet School of Distinction
- Washington Post's rankings of "America's Most Challenging High Schools" ranks McFatter at #280 Nationally, #60 in Florida
- 3 Questbridge Scholars finalists 2014 & 2016
- National Wildlife Federation Eco School - Eco Hero and Silver Award 2014, Green Flag Award 2015, P-3 Eco Challenge Overall Achievement Award Winner 2015



Our “whole school” magnet program, and its unique design allows students to become immersed in a challenging learning environment conducive to capturing student interest in a variety of career-focused majors while at the same time, fostering an atmosphere that leads to college readiness.

Technology Driven Instruction

William T. McFatter Technical High School offers an integrated curriculum, state-of-the-art technology, project-based learning, alternative assessment, digitized portfolios, technical exhibition, college-type block scheduling, industry involvement and distance learning. Technology is integrated into every aspect of the educational program, fostering an innovative learning environment. Teachers encourage critical thinking and employ diverse teaching methodologies. Small class size allows for personalization among students, teachers and parents. McFatter offers a wide array of technical programs from which students select their junior and senior majors. The program selection process is thorough and precise, enabling all students to make informed choices.

Our high school magnet program promotes academic, career and technical studies in order to prepare students to enter and remain competitive in a global workforce. The school is committed to “small learning communities” to support students in reaching their academic and career goals. To that end, students are enrolled in one of ten academies.

Technical Academies:

- Automotive Technology
- Business Education
- Communication Arts
- Culinary Arts
- Education & Training
- Industrial Technology
- Information Technology
- Marine Technologies
- Medical Technology
- Practical Nursing

Extracurricular Clubs and Activities

McFatter’s high school students participate in competitions at the district, state and national levels and have earned numerous awards.

Students also have opportunities to participate in a variety of club offerings, including: Anime, Spanish Club, Teen Trendsetters, Music Club, Environmental, Key Club, Human Relations Council, Student Government, Plywood Regatta, Yearbook, Women of Tomorrow, National Honor Society and Florida Future Educators of America (FFEA).

High School Admission (as defined by Magnet Policy)

- Minimum 2.5 GPA in core academic courses
- Level 3 or higher in both Reading and Mathematics on FCAT taken within the last 3 years, at least once in each area

Magnet students are expected to maintain a 2.5 GPA.



Adult Basic Education -*

Monday-Friday	8:30 am - 11:30 am	\$30 each semester
Monday-Friday	12:00 noon - 3:00 pm	\$30 each semester
Monday-Thursday	6:00 pm - 9:00 pm	\$30 each semester
Saturday	8:00 am - 12:00 noon	\$30 each semester
(ONLINE) varies		\$30 each semester

\$10.00 Initial Testing Fee \$10.00 Activity Fee

A program, specifically for adults performing below 9.0th grade level, that assists in the development of basic skills in the areas of reading, language and mathematics.

COURSE DESCRIPTION

- Career Assessment
- Basic Skills Related Instruction
 - Reading
 - Language
 - Mathematics
 - Study and Reference Skills

- Complementary Skills
- Basic Computer Literacy

PREREQUISITES

- Test of Adult Basic Education (TABE)
- Counselor Interview



COUNCIL on OCCUPATIONAL EDUCATION (COE) APPROVED DELIVERY METHODS:

Traditional: 100% classroom-based

Hybrid: Less than 50% of required instructional hours available via distance education

Distance Education: 50% or more of required instructional hours available via distance education

Applied Academics for Adult Education -*

Monday-Friday	8:30 am - 11:30 am	\$30 each semester
Monday-Friday	12:00 noon - 3:00 pm	\$30 each semester
Monday-Thursday	6:00 pm - 9:00 pm	\$30 each semester
Saturday	8:00 am - 12:00 noon	\$30 each semester
(ONLINE) varies		\$30 each semester

\$10.00 Initial Testing Fee \$10.00 Activity Fee

The Applied Academics for Adult Education (AAAE) program is designed to remediate basic skills in reading, math, and language for students preparing to enter a technical training program at MTC. The program is designed for adult students performing above 9.0th grade level. Once the minimum basic skills standards are achieved, the students may enroll in their technical program.

COURSE DESCRIPTION

- Career Assessment
- Basic Skills Related Instruction
 - Reading
 - Language
 - Mathematics
 - Study and Reference Skills
- Other related Instruction
 - Action Steps to Employment
 - Test of Essential Skills (TEAS) Preparation

- Complementary Skills
- Basic Computer Literacy

PREREQUISITES

- Orientation
- Test of Adult Basic Education (TABE)
- Counselor Interview

ESOL/ELCATE

HABLAMOS ESPAÑOL / PARLONS FRANÇAIS

Monday-Friday	8:00 am - 11:00 am	\$30 each semester
Monday-Friday	11:30 noon - 2:30 pm	\$30 each semester
Monday-Thursday	5:00 pm - 9:00 pm	\$30 each semester
Saturday	8:00 am - 12:00 noon	\$30 each semester
(ONLINE) varies		\$30 each semester

\$10.00 Initial Testing Fee \$10.00 Activity Fee

The English for Speakers of Other Languages and English Literacy for Career and Technical Education programs prepare students to communicate in English, to improve career readiness, and to further their technical and academic studies. Classes focus on life skills, reading, test-taking skills, listening, speaking and writing. Students advance through the different levels at their own rate of learning. All ESOL/ELCATE/Adult C + CR levels are open entry/open exit. Students may register for multiple classes, up to 35 hours of instruction per week. Photo ID is required at the time of placement testing and registration.

Accounting Operations **

900 Hours/9 Months

Distance Education: 50% or more of required instructional hours available via distance education

PROGRAM FREQUENCY: 3 times a year, August, January and June

Approximate total program cost \$3007 (Please see page 60 for details.)



Accounting Operations content includes, but is not limited to, double-entry accounting principles; methods of recording business transactions; preparation and analysis of various documents and financial statements; payroll records and tax forms; accounting control systems; account and transaction analysis; inventory methods; the aging process; depreciation and the application of accounting principles to various entities.

ARTICULATION

Students who complete the Accounting Operations program may be eligible to articulate to a State of Florida university, college or community college.

POTENTIAL EMPLOYMENT

A student who completes the Accounting Operations program will be qualified to obtain employment in Business Management Office Administration or Bookkeeping.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study.

(Please see page 61 for details.)

COURSE LIST

- OTA0040 INFORMATION TECHNOLOGY ASSISTANT*
- ACO0040 ACCOUNTING CLERK
- ACO0041 ACCOUNTING ASSOCIATE
- ACO0042 ACCOUNTING ASSISTANT

* Note: OTA0040 is a core program.



Administrative Office Specialist ^{-*}

1050 Hours/10 Months

Distance Education: 50% or more of required instructional hours available via distance education

PROGRAM FREQUENCY: 3 times a year, August, January and June

Approximate total program cost \$3312 (Please see page 60 for details.)



Students learn skills to become a Front Desk Specialist, Assistant Digital Production Designer, and an Administrative Assistant. The Administrative Office Specialist program includes, but is not limited to, the use of technology to develop communications skills, higher level thinking skills, and decision making skills; the performance of office procedures tasks; the production of quality work in an efficient manner using advanced features of business software applications; research of job opportunities; and the production of high quality employment portfolios and job-seeking documents.

ARTICULATION

Students who complete the Administrative Office Specialist program may be eligible to articulate to a State of Florida university, college or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the Administrative Office Specialist program will acquire the skills necessary to obtain entry level employment in Business Management or Administration.

COURSE LIST

- **OTA0040 INFORMATION TECHNOLOGY ASSISTANT***
- **OTA0041 FRONT DESK SPECIALIST**
- **OTA0030 ASSISTANT DIGITAL PRODUCTION DESIGNER**
- **OTA0043 ADMINISTRATIVE ASSISTANT**

** Note: OTA0040 is a core program.*



Applied Cybersecurity

750 Hours/7 Months

Distance Education: 50% or more of required instructional hours available via distance education

PROGRAM FREQUENCY: 2 times a year, August and January

Approximate total program cost \$3002 (Please see page 60 for details.)



Applied Cybersecurity is a hands-on program that will give students real world security scenarios. Students will learn to protect computers from hackers, secure wireless networks, protect computers from malware and identify security threats. Students will also learn how to secure residential and business computers, and fill the demand at public and private companies to address Internet security concerns in today's world. Students will prepare for Security+ and SSCP nationally recognized security industry certifications.

ARTICULATION

Students who complete the Applied Cybersecurity program may be eligible to articulate to a State of Florida university, college or community college.

POTENTIAL EMPLOYMENT

A student who completes the Applied Cybersecurity program will be qualified to obtain employment in public and private companies working with internet security.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

COURSE LIST

- CTS0018 CYBERSECURITY ASSOCIATE
- CTS0019 INFORMATION SECURITY MANAGER or
- CTS0021 DATA SECURITY SPECIALIST or
- CTS0060 SOFTWARE SECURITY SPECIALIST or
- CTS0085 WEB SECURITY SPECIALIST or
- CTS0089 INFORMATION SECURITY ADMINISTRATOR



Automotive Collision Repair and Refinishing

1400 Hours/14 Months

Traditional: 100% classroom-based

PROGRAM FREQUENCY: 5 times a year, August, October, January, March and June

Approximate total program cost \$5237 (Please see page 60 for details.)



The Automotive Collision Repair and Refinishing program prepares students for employment in the basic trade skills of auto body collision and repair. It includes refinishing skills, sheet metal repair, frame and unibody squaring and aligning, use of filters, paint systems and undercoats, related welding skills, mechanical skills, trim hardware maintenance and glass servicing.

ACCREDITATION

National Automotive Technician Education Foundation (NATEF)

ARTICULATION

Students who complete the Automotive Collision Repair and Refinishing program may be eligible to articulate to a State of Florida university, college or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the Automotive Collision Repair and Refinishing program will acquire the skills necessary to obtain entry level employment in the paint and body repair industry.

COURSE LIST

- ARRO210 PAINT and BODY HELPER
- ARRO213 PAINT and BODY ASSISTANT
- ARRO020 AUTO COLLISION ESTIMATOR
- ARRO313 FRAME and BODY REPAIRMAN
- ARRO127 AUTOMOTIVE REFINISHING
- ARRO240 AUTOMOTIVE BODY REPAIRER



Automotive Service Technology **

1800 Hours/18 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 5 times a year, August, October, January, March and June

Approximate total program cost \$6742 (Please see page 60 for details.)



Master the knowledge and skills necessary for employment as an automotive technician. In this NATEF accredited program, students will train in all eight (8) ASE areas and will learn all aspects of automobile mechanical repair. Students must exhibit strong reading, math and computer skills necessary to complete the on-line portions of the program. They must also possess strong mechanical aptitude to prove hands-on mechanical competency.

ACCREDITATION

National Automotive Technician Education Foundation (NATEF)

ARTICULATION

Students who complete the Automotive Service Technology program may be eligible to articulate to a State of Florida university, college or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the Automotive Service Technology program will be qualified to obtain employment in the automotive service field.

COURSE LIST

- AER0014 AUTOMOBILE SERVICES ASSISTOR
- AER0110 ENGINE REPAIR TECHNICIAN
- AER0257 AUTOMATIC TRANSMISSION and TRANSAXLE TECHNICIAN
- AER0274 MANUAL DRIVETRAIN and AXLE TECHNICIAN
- AER0453 AUTOMOBILE SUSPENSION and STEERING TECHNICIAN
- AER0418 AUTOMOTIVE BRAKE SYSTEM TECHNICIAN
- AER0360 AUTOMOTIVE ELECTRICAL/ELECTRONIC SYSTEM TECHNICIAN
- AER0172 AUTOMOTIVE HEATING and AIR CONDITIONING TECHNICIAN
- AER0503 AUTOMOTIVE ENGINE PERFORMANCE TECHNICIAN



Baking & Pastry Arts ^{~*}

600 Hours/6 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 2 times a year, August and January

Approximate total program cost \$2326 (Please see page 60 for details.)



Baking & Pastry focuses on preparation for employment as a pastry chef in the food service industry. This program offers a sequence of courses training the student in preparation, presentation and serving a wide variety of baked, pastry and dessert goods. Leadership, communication and employability skills as well as safe/efficient work practices are also covered.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the Baking and Pastry Arts program will be qualified to obtain employment in bakeries, restaurants and grocery stores.

COURSE LIST

- FSS0090 PASTRY COOK/BAKER
- FSS0091 PASTRY CHEF/HEAD BAKER



Cloud Computing & Virtualization **

900 Hours/9 Months

Distance Education: 50% or more of required instructional hours available via distance education

PROGRAM FREQUENCY: 3 times a year, August, January and June

Approximate total program cost \$3311 (Please see page 60 for details.)



Cloud Computing and Virtualization prepares students to work with the emerging industry of cloud computing. Master emerging cloud technologies, architecture design, infrastructure and network fundamentals. You will learn how to adopt, operate, and govern the various technologies and business models related to virtualization and cloud computing. You will prepare to successfully complete the Cloud+ and VMware certification exams.

ARTICULATION

Students who complete the Cloud Computing and Virtualization Program may be eligible to articulate to a State of Florida university, college or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the Cloud Computing and Virtualization program may be employed as a Cloud Specialist, Information Technology Infrastructure Assistant or a Network Administrator.

COURSE LIST

■ OTA0040	INFORMATION TECHNOLOGY ASSISTANT
■ EEV0504	COMPUTER SUPPORT ASSISTANT
■ CTS0026	NETWORK SUPPORT TECHNICIAN
■ CTS0054	CLOUD ANALYST
■ CTS0056	CLOUD VISUALIZATION SPECIALIST



Commercial Foods and Culinary Arts -*

1200 Hours/12 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 5 times a year, August, October, January, March and June

Approximate total program cost \$4372 (Please see page 60 for details.)



The Commercial Foods and Culinary Arts program offers students the opportunity to prepare for employment as pastry, restaurant, hotel and resort cooks as well as basic management positions in the food service industry. This program is a blend of on-line curriculum, classroom academics and culinary arts procedures, where students learn and demonstrate competencies in Introduction to the Hospitality and Food Service Industry, Garde-manger, Food Production and Baking and Pastry.

ACCREDITATION

American Culinary Federation
Education Foundation (ACFEF)

ARTICULATION

Students who complete the Commercial Foods and Culinary Arts program may be eligible to articulate to a State of Florida university, college or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

COURSE LIST

■ HMV01000	FOOD PREPARATION
■ HMV01700	COOK - RESTAURANT
■ HMV01710	CHEF/HEAD COOK
■ HMV01260	FOOD SERVICE MANAGEMENT



Commercial Photography Technology 1 ^{-*}

700 Hours/7 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 2 times a year, August and January

Approximate total program cost \$2406 (Please see page 60 for details.)

Learn the fundamentals of camera operation, controlling exposure, taking basic photographs and applying lighting techniques. This course includes an introduction to **Adobe Photoshop and Lightroom** software.

COURSE LIST	■ PGY0180	PHOTOGRAPHIC IMAGING SPECIALIST 1
	■ PGY0181	PHOTOGRAPHIC IMAGING SPECIALIST 2
	■ PGY0182	PHOTOGRAPHY SPECIALIST/LAB TECHNICIAN

ARTICULATION

Students who complete the Commercial Photography Technology 1 program may be eligible to articulate to a State of Florida university, college or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the Commercial Photography Technology 1 program will be qualified to obtain employment with a photography studio, newspaper, and advertising/marketing business or become self-employed.



Commercial Photography Technology 2 ^{-*}

950 Hours/10 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 2 times a year, August and January

Approximate total program cost \$3093 (Please see page 60 for details.)

Learn to create portraits on location as well as in the studio. Use digital imaging software to retouch and enhance images. Create product shots like the type shown in print ads.

COURSE LIST	■ PGY0183	PORTRAIT PHOTOGRAPHER 1
	■ PGY0184	PORTRAIT PHOTOGRAPHER 2
	■ PGY0185	COMMERCIAL PHOTOGRAPHER

ARTICULATION

Students who complete the Commercial Photography Technology 2 program may be eligible to articulate to a State of Florida university, college or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the Commercial Photography Technology 2 program will be qualified to obtain employment with a photography studio, newspaper, and advertising/marketing business or become self-employed.



Dental Laboratory Technology *-

2040 Hours/18 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 2 times a year, August and January

Approximate total program cost \$7196 (Please see page 60 for details.)



The Dental Laboratory Technology program is a blend of laboratory activities and classroom theory, combined with clinical experience. The course content includes, but is not limited to:

- Oral Anatomy/Tooth Morphology
- Complete Denture Prosthodontics
- Removable Partial Restorations
- Orthodontics/Pedodontics
- Fixed Restorations (crown and bridge)
- Ceramics

Upon completion the student will be able to:

- Demonstrate proper metal design for individual and multiple unit P.F.M. restorations and application of porcelain.
- Design and fabricate restorations containing attachments/implants that are esthetically incorporated in the ceramic structure.
- Fabrication of all ceramic restoration:
 - Refractory technique
 - Press technique
- Fabricate fixed restorations using Micro Hybrid Composite

ACCREDITATION

American Dental Association,
Commission on Dental Accreditation
National Association of Dental Laboratories
(NADL)
Florida Dental Laboratory
Association (FDLA)

ARTICULATION

Students who complete the Dental Laboratory Technology program may be eligible to articulate to a State of Florida university, college or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the Dental Laboratory Technology program may be employed in commercial dental laboratories, private dental offices, hospitals, military installations and companies that manufacture dental supplies.

ENTRANCE REQUIREMENTS

Applicants must have a standard high school diploma or its equivalent and complete a physical examination and immunization record prior to acceptance.

COURSE LIST

- HSC0003 BASIC HEALTHCARE WORKER
- DEA0705 DENTURE TECHNICIAN 1
- DEA0713 DENTURE TECHNICIAN 2
- DEA0706 ADVANCED DENTURE TECHNICIAN
- DEA0709 CROWN and BRIDGE TECHNICIAN
- DEA0710 CERAMIC TECHNICIAN
- DEA0005 DENTAL LABORATORY TECHNICIAN



Digital Media/Multimedia Design **

1050 Hours/10 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 5 times a year, August, October, January, March and June

Approximate total program cost \$3695 (Please see page 60 for details.)



Train for entry level positions within fields such as Print or Web Design, Photography, Videography and Video Editing by developing an artistic proficiency using Digital Photography, Photoshop, Illustrator, InDesign, Muse, Edge Animate, Audition, Premiere Pro and After Effects. This is a hands on and project based computer class that provides both the industry and creative knowledge required for the design and production of Websites, Corporate Branding, Print Marketing, Web Animations and Videos. Students will also create a professional online portfolio to showcase all the design skills required to get started in the Design Industry.

ARTICULATION

Students who complete the Digital Media/Multimedia Design program may be eligible to articulate to a State of Florida university, college or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the program will be qualified to obtain employment as a product photographer, print layout artist, web designer or web animator.

COURSE LIST		
DIG0081	THEORY AND FOUNDATIONS OF DESIGN	
DIG0082	MULTIMEDIA DIGITAL/PRINT DESIGNER	
DIG0083	MULTIMEDIA WEB INTERACTIVE DESIGNER	
DIG0084	MULTIMEDIA INTEGRATED PRODUCER DESIGNER	



Digital Media Technology -**

750 Hours/10 Months

Distance Education: 50% or more of required instructional hours available via distance education

PROGRAM FREQUENCY: 5 times a year, August, October, January, March and June

Approximate total program cost \$2574 (Please see page 60 for details.)



This program offers relevant technical knowledge and skills needed to prepare for careers in technical digital media positions. The content includes, but is not limited to, the creation, packaging and delivery of digital media using *Photoshop, Illustrator, InDesign, Acrobat, HTML, Dreamweaver, Premiere, and After Effects.*

ARTICULATION

Students who complete the Digital Media Technology program may be eligible to articulate to a State of Florida university, college or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the Digital Media Technology program may be employed in the media industry as a designer or a technician.

COURSE LIST

■ OTA0040 INFORMATION TECHNOLOGY ASSISTANT*

■ DIG0080 DIGITAL MEDIA TECHNICIAN

*Note: OTA0040 is a core program



Digital Photography Technology ^{•*}

1050 Hours/10 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 5 times a year, August, October, January, March and June

Approximate total program cost \$3529 (Please see page 60 for details.)



Digital Photography Technology combines the strengths of today's digital SLR cameras for capturing still images as well as digital video. Software applications taught in this 10 month program are **Adobe Photoshop, Lightroom, and Premier**. Employment opportunities after completion of this program range from working as still photographers to working as video editors. Subjects also included in this program are the creation of High Dynamic Range (HDR) images, the understanding of intellectual property rights, workflow, and creative direction.

ARTICULATION

Students who complete the Digital Photography Technology program may be eligible to articulate to a State of Florida university, college or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the Digital Photography Technology program will be qualified to obtain employment with a photography studio, newspaper and advertising/marketing business or become self-employed.

COURSE LIST

- PGY0190 PHOTOGRAPHIC SPECIALIST
- PGY0191 PHOTOGRAPHY TECHNICIAN
- PGY0192 STUDIO PHOTOGRAPHER
- PGY0193 DIGITAL PHOTOGRAPHER



Digital Printing Technology -*

990 Hours/10 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 3 times a year, August, January and June

Approximate total program cost \$3542 (Please see page 60 for details.)



Learn the graphic design aspect of the printing and graphic arts industry. Become proficient in **Adobe InDesign, Illustrator, Photoshop** and **Acrobat**. Receive instruction in typography, design & layout and color principles. Be trained in electronic prepress operations and the components of digital printing systems. Become **Adobe Photoshop** certified.

ACCREDITATION

Graphic Arts Education and Research Foundation

PrintED

ARTICULATION

Students who complete the Digital Printing Technology Program may be eligible to articulate to a State of Florida university, college or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study.

(Please see page 61 for details.)

COURSE LIST

■ GRA0020	DIGITAL PUBLISHING ASSISTANT 1
■ GRA0021	DIGITAL PUBLISHING ASSISTANT 2
■ GRA0022	DIGITAL PUBLISHING SPECIALIST 1
■ GRA0023	DIGITAL PUBLISHING SPECIALIST 2



Drafting -*-

1500 Hours/15 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 3 times a year, August, January and June

Approximate total program cost \$5213 (Please see page 60 for details.)



The Drafting program offers the student skills in the architecture, manufacturing and construction careers. The program is a blend of classroom instruction and computer assignments using the latest computer aided drafting (CAD) software. The course content includes designing and drawing detailed work plans, blueprints for the architectural, landscaping, construction industry and in the manufacturing industry.

ARTICULATION

Students who complete the Drafting program may be eligible to articulate to a State of Florida university, college or community college.

POTENTIAL EMPLOYMENT

Drafters may seek employment with architects, machining companies, or construction companies.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

COURSE LIST

- TDR0070 BLUEPRINT READER
- TDR0370 DRAFTING ASSISTANT
- TDR0775 DRAFTING DETAILER 1
- TDR0776 DRAFTING DETAILER 2
- TDR0570 ARCHITECTURAL DRAFTER
- TDR0874 CIVIL DRAFTER
- TDR0777 MECHANICAL DRAFTER
- TDR0875 STRUCTURAL DRAFTER







Early Childhood Education **

600 Hours/10 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 2 times a year, August and January

Approximate total program cost \$2045 (Please see page 60 for details.)



The Early Childhood Education/Early Childhood Professional Certification Program (ECPC) prepares students for employment as early childhood educators, lead preschool teachers, child development specialists, directors/owners and family day care home operators. Included are the following major areas of training: child growth and development, health, safety, nutrition, behavior, guidance techniques, child abuse and neglect, rules and regulations governing child care, community and environmental issues, lesson and program planning, implementation of developmentally appropriate practices for children birth through age eight (8), inclusion of children with special needs, interpersonal relations, communication, balancing family, school and work and employability skills. Early Childhood Education is a Florida Department of Education Early Childhood Professional Certificate (ECPC) program. The ECPC is accepted for the Department of Children and Families Staff Credential. Students who complete the ECE program may be eligible for nine (9) college credits at any state public university.

ACCREDITATIONS

Florida Department of Education,
Council for Professional Recognition
Florida Department of Children
and Families

ARTICULATION

Students who complete the
Early Childhood Education program
may be eligible to articulate to a
State of Florida university, college
or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take
an approved state and/or nationally
recognized industry certification or
licensure exam in their field of study.
(Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the
Early Childhood Education program
can be a preschool child care worker
or a lead preschool teacher.

ENTRANCE REQUIREMENTS

- High School Diploma/GED
- Fingerprinting/Background Check

COURSE LIST

- HEV0870 CHILD CARE WORKER 1
- HEV0871 CHILD CARE WORKER 2
- HEV0872 TEACHER AIDE (Preschool)
- HEV0873 PRESCHOOL TEACHER



Electrocardiograph Technology (EKG) -*

465 Hours/5 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 2 times a year, August and January

Approximate total program cost \$1682 (Please see page 60 for details.)



Electrocardiograph (EKG or ECG) Technicians operate equipment that records and measures heart activity. These measurements are used to assist cardiologists and other physicians in diagnosing and treating cardiac (heart) and peripheral vascular (blood vessel) problems.

An EKG Technician first obtains a patient's medical history and medication use. They then prepare the patient for the EKG by attaching electrodes to the chest, arms and legs. These electrodes will measure and trace electrical impulses transmitted by the heart, which will then be printed out for the physician. This test is often done as part of a routine examination before surgery, especially on older patients or those that have a history of cardiovascular issues.

The EKG Technician's responsibilities may also include monitoring equipment function, recording test results, monitoring quality of recorded data and assisting the physician during procedures. With additional on-the-job training and experience, EKG Technicians may specialize in areas such as cardiac catheterization, Holter monitoring, phonocardiography, stress testing and vectorcardiography. EKG Technicians must be able to recognize emergencies and assist the physician in responding to them. Program content includes human anatomy and physiology with emphasis on cardiac and vascular systems, medical terminology and transcription, patient care techniques, medical instrumentation, cardiovascular drugs, interpretation of monitoring and testing results, medical ethics, cardiac wellness and rehabilitation, safe and efficient work practices, CPR and Basic Life Support. This program is a blend of classroom, online and clinical instruction.

COURSE LIST

■ HSC0003	BASIC HEALTHCARE WORKER
■ MEA0540	EKG AIDE
■ MEA0541	EKG TECHNICIAN

ARTICULATION

Students who complete the Electrocardiograph Technician program may be eligible to articulate to a State of Florida university, college or community college.

POTENTIAL EMPLOYMENT

Hospitals
Clinics
Physicians' Offices
Medical Laboratories
Insurance Industry

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

ENTRANCE REQUIREMENTS

Applicants must complete a drug screening, FDLE Level II background screening, and a physical examination and immunization record prior to acceptance.



Emergency Medical Technician (EMT) ** (Applied Technology Diploma)

300 Hours/3 Months

Traditional: 100% classroom-based

Approximate total program cost \$1587 (Please see page 60 for details.)



The Emergency Medical Technician program offers students the opportunity to become certified as nationally registered Emergency Medical Technicians, in accordance with Florida Statute 64J-1.008, following completion of the program competencies. The 13-week program includes emergency room rotations, fire rescue ride time, theory, handling of equipment, and designated tasks performed under hazardous and non-hazardous conditions. The major instructional areas of the EMT program consist of: Introduction to Emergency Care Medical, Legal and Ethical Issues, Communication and Documentation, Multiple Medical/Trauma Emergencies, CPR and Basic Life Support Techniques, Patient Assessment and Vital Signs, Pharmacology, Anatomy and Physiology, and Ambulance Operations.

ACCREDITATION

Florida Department of Health Bureau of
Emergency Medical Services
(FDHBEMS)

ARTICULATION

Students who complete the Emergency
Medical Technician program may be
eligible to articulate to a State of
Florida university, college
or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take
an approved state and/or nationally
recognized industry certification or
licensure exam in their field of study.
(Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the Emergency
Medical Technician program and passes
the National Registry of Emergency
Medical Technicians Exam may be
employed as an emergency medical
technician, emergency room EMT tech,
private ambulance driver or EMT, private
sector or personal EMT, fire/rescue
department EMT or life guard.

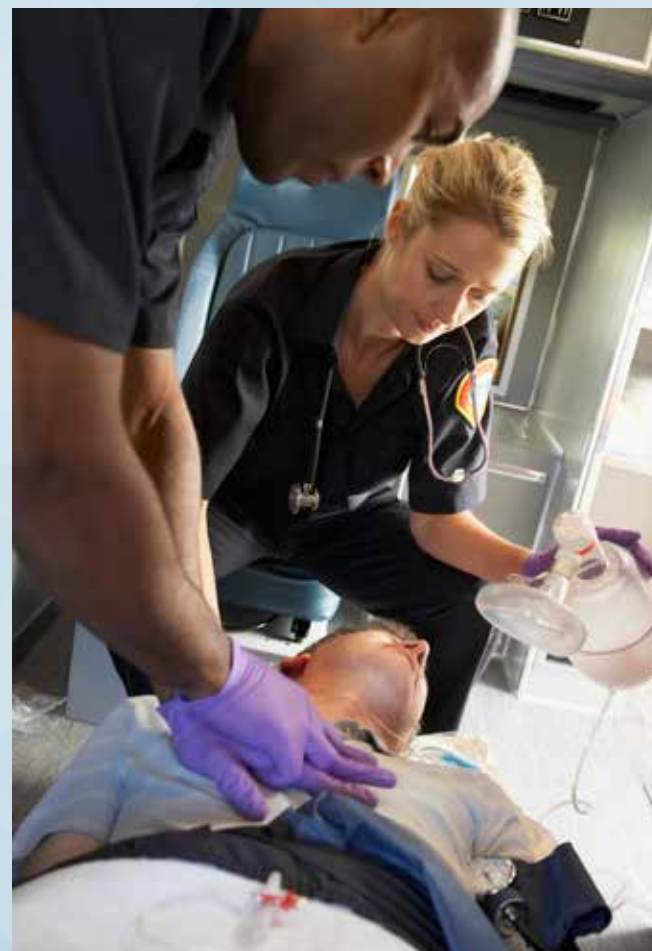
ENTRANCE REQUIREMENTS

- Be at least 18 years old
- High School Diploma from a
regionally accredited institution
- Must pass a Level II Background check
- Pass a drugscreen
- Medical Examination

COURSE LIST

■ EMS0110

EMERGENCY MEDICAL TECHNICIAN



Fire Fighter I / II **

398 Hours (both)/3 Months

Traditional: 100% classroom-based

PROGRAM FREQUENCY: 4 day classes per year, 2 evening classes per year

Approximate total program cost \$2468 (Please see page 60 for details.)



The Fire Fighting program provides students with the training to become certified Firefighters, in accordance with Florida Statute 633, following completion of the program competencies. Students will be required to perform designated tasks under hazardous and non-hazardous conditions, and will receive instruction in: the history of the Fire Service, fire behavior, building construction, forcible entry, hose practices, ladder practices, search and rescue, wildland firefighting, and hazardous materials.

ACCREDITATION

Florida Department of Health Bureau of Emergency Medical Services (FDHBEMS)
Bureau of Fire Training and Standards

ARTICULATION

Students who complete the Fire Fighter I and II program may be eligible to articulate to a State of Florida university, college or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the program and passes the State Fire Fighters I/II Certification Exam will be qualified to obtain employment as a fire fighter or fighter/EMT.

COURSE LIST

■ FFPO0102	FIRE FIGHTER I
■ FFPO0202	FIRE FIGHTER II



Game/Simulation/Animation Programming **

600 Hours/6 Months

Distance Education: 50% or more of required instructional hours available via distance education

PROGRAM FREQUENCY: 2 times a year, January and June

Approximate total program cost \$2203 (Please see page 60 for details.)



The Game/Simulation/Animation Programming program prepares students in game/simulation conceptualization, design, storyboarding, development methodologies, essential programming techniques and working with implementation issues.

ARTICULATION

Students who complete the Game/Simulation/Animation Programming program may be eligible to articulate to a State of Florida university, college or community college.

INDUSTRY CERTIFICATION

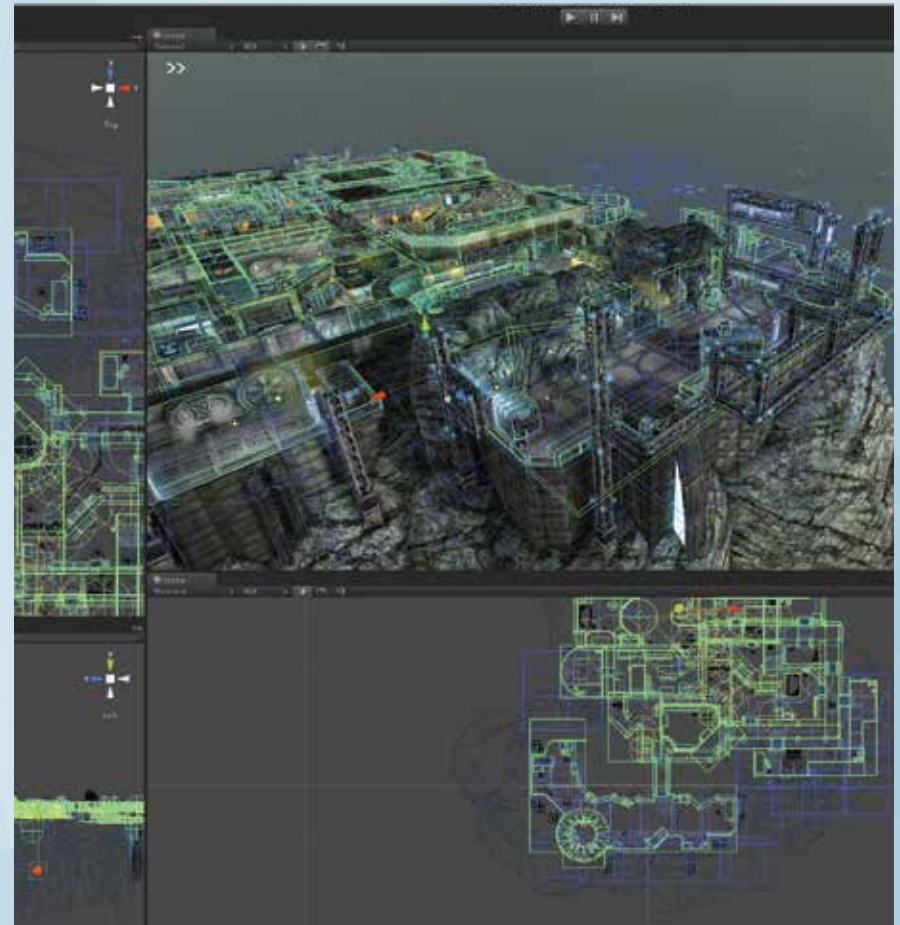
Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the Game/Simulation/Animation Programming program may be employed as a designer, programmer or a software developer.

COURSE LIST

■ DIG0070	GAME/SIMULATION DESIGNER
■ DIG0075	GAME/SIMULATION PROGRAMMER
■ DIG0076	GAME/SIMULATION SOFTWARE DEVELOPER



GED® Test Preparation: State of Florida General Educational Development **

Hybrid: Less than 50% of required instructional hours available via distance education

Distance Education: 50% or more of required instructional hours available via distance education

Classes are also available online \$10.00 Activity Fee \$10.00 Initial Testing Fee



The purpose of this program is to prepare students for academic and personal success through obtaining the necessary skills required to pass the official GED® test and be awarded a State of Florida High School Diploma. This program strives to motivate students not only to take the GED® test, but also to utilize the acquired skills in the workforce and to achieve career training and job placement success. The GED® Test Preparation Program is open-entry/open-exit and self paced. Instruction will be provided in Reading, Language Arts/Writing, Mathematics, Science and Social Studies, using a variety of instructional materials.

REGISTRATION REQUIREMENTS FOR ADULTS (18 and older)

Registration for the GED® Test is open to anyone 18 and older. It is strongly recommended that any adult interested in registering for the GED® Test take the TABE prior to registering for the GED® Test. The TABE is a placement test that will assess your skills in reading, math, and language and will provide you with information to determine if GED® Test Preparation classes are necessary.

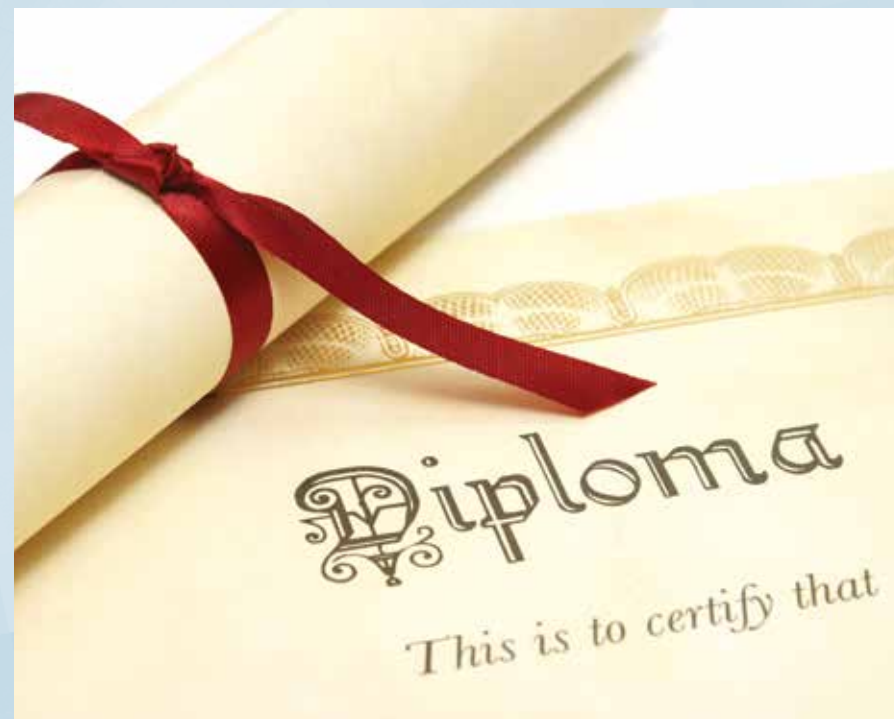
REGISTRATION REQUIREMENTS FOR MINORS (16-17)

In Broward County, minors who want to register for the GED® Tests are **required to take the TABE and enroll in GED® Test Preparation Classes**. In addition, the following is required for minor test candidates at the time of registration for the GED® Test:

- A valid government photo ID, passport or driver license

- Proof of Social Security Number
- Fee for the GED® Test Preparation Program: payment methods include debit or credit card
- Proof of withdrawal from High School
- Permission from parent(s) or legal guardian
- Instructor's recommendation, which must include documentation of achieving scores of 145 or above on each subtest of the official GED™ Ready practice tests taken at McFatter Technical College

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Java Development & Programming **

1200 Hours/12 Months

Distance Education: 50% or more of required instructional hours available via distance education

PROGRAM FREQUENCY: 3 times a year, August, January and June

Approximate total program cost \$4155 (Please see page 60 for details.)

Students in the Java Development and Programming program learn the fundamentals of programming and software development, procedural and object-oriented programming, creating regular and specialized applications using Java programming language, including listing, monitoring, debugging, documenting and maintaining Java computer applications.

ARTICULATION

Students who complete the Java Development and Programming program may be eligible to articulate to a State of Florida university, college or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

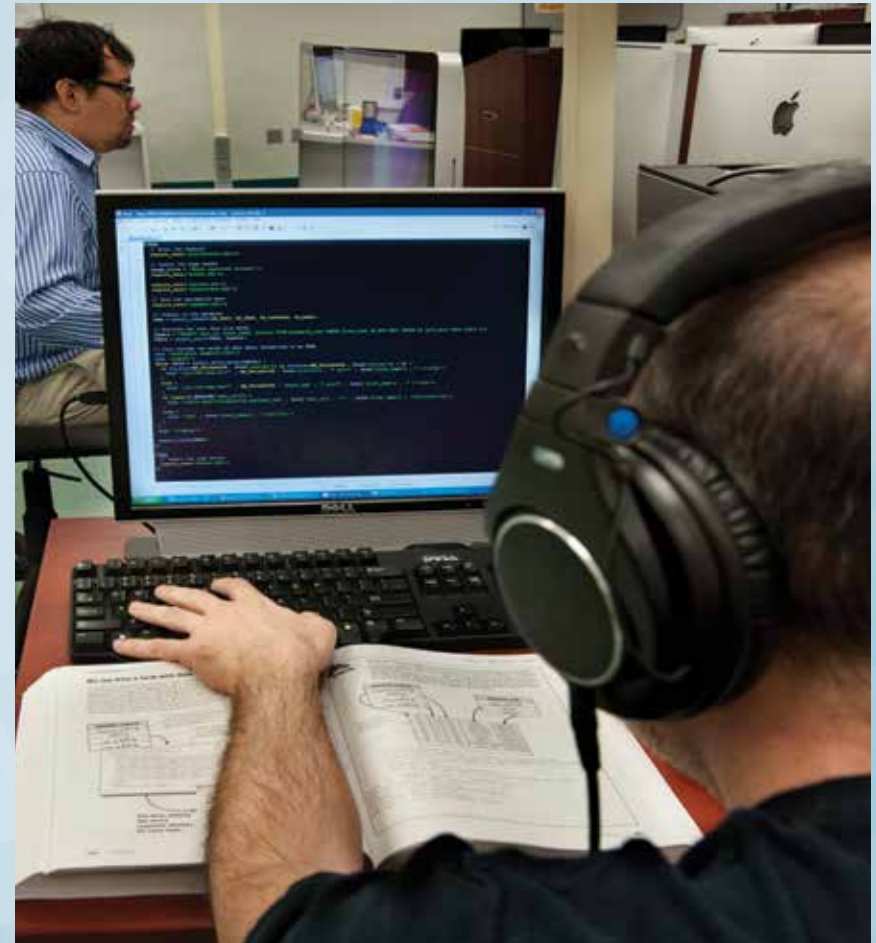
POTENTIAL EMPLOYMENT

A student who completes the Java Development and Programming program will be qualified to obtain employment as a computer programmer and a Java developer.

```
allDone = true;
} catch (FileNotFoundException anEx) {
    log.warn("File + " + sd.getFilename() + " not found."); //SNG
    displayErrorDialog(Messages.getString("PasswordSafe)Face.Open
    UserPreferences.getInstance().removeMRUFile(sd.getFilename());
    allDone = false;
} catch (Exception anEx) {
    log.error("Exception on opening file + " + sd.getFilename(), e);
    UserPreferences.getInstance().setMostRecentFilename(sd.getFilename());
    displayErrorDialog(Messages.getString("PasswordSafe)Face.Open
```

COURSE LIST

- OTA0040 INFORMATION TECHNOLOGY ASSISTANT
- CTS0041 COMPUTER PROGRAMMER ASSISTANT
- CTS0044 COMPUTER PROGRAMMER
- CTS0031 JAVA DEVELOPER



Legal Administrative Specialist **

1050 Hours/10 Months

Distance Education: 50% or more of required instructional hours available via distance education

PROGRAM FREQUENCY: 3 times a year, August, January and June

Approximate total program cost \$3445 (Please see page 60 for details.)



Students who complete the program may work as an Information Technology Assistant, Front Desk Specialist, Administrative Support or Legal Administrative Specialist. The Legal Administrative Specialist program includes, but is not limited to, the use of technology to develop communications skills, higher level thinking skills, and decision making skills; legal terminology; the performance of office procedures specific to the legal environment; transcription of legal documents from machine dictation; the production of quality work in an efficient manner using advanced features of business software applications; research of job opportunities; and the production of high quality employment portfolios and job-seeking documents.

ARTICULATION

Students who complete the Legal Administrative Specialist Program may be eligible to articulate to a State of Florida university, college or community college.

POTENTIAL EMPLOYMENT

A student who completes the Legal Administrative Specialist program may be qualified to work in law offices and businesses.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

COURSE LIST

- OTA0040 INFORMATION TECHNOLOGY ASSISTANT *
- OTA0041 FRONT DESK SPECIALIST
- OTA0042 ADMINISTRATIVE SUPPORT
- OTA0050 LEGAL ADMINISTRATIVE SPECIALIST

* Note: OTA0040 is a core program



Marine Service Technologies ^{-*-}

1350 Hours/12 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 1 time a year, August

Approximate total program cost \$5687 (Please see page 60 for details.)



The Marine Service Technologies program prepares students for employment in the marine service industry. The course content includes service and repair of four-stroke and two-stroke cycle engines and outboard motors, service and repair of boating accessories, electrical systems, fuel systems, power transfer systems, ignition systems, cooling systems, lubrication systems, drive systems, boat rigging and trailers.

ARTICULATION

Students who complete the Marine Service Technologies program may be eligible to articulate to a State of Florida university, college or community college.

POTENTIAL EMPLOYMENT

A student who completes the program will be qualified to obtain employment as a marine electrician, service manager, service writer, or mechanic in the marine business.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

COURSE LIST

- MTE0003 MARINE RIGGER
- MTE0090 OUTBOARD ENGINE TECHNICIAN
- MTE0074 OUTBOARD ENGINE DIAGNOSTICS TECHNICIAN
- MTE0092 INBOARD GAS ENGINE TECHNICIAN
- MTE0093 DRIVE TRAIN TECHNICIAN
- MTE0056 INBOARD DIESEL TECHNICIAN



Medical Administrative Specialist **

1050 Hours/10 Months

Distance Education: 50% or more of required instructional hours available via distance education

PROGRAM FREQUENCY: 3 times a year, August, January and June

Approximate total program cost \$3449 (Please see page 60 for details.)



Students who complete the program may work as an Information Technology Assistant, Front Desk Specialist, Medical Office Technologist or a Medical Administrative Specialist. The content includes, but is not limited to, the use of technology to develop communication skills, higher level thinking skills, and decision making skills; medical terminology; the performance of office procedures specific to the medical environment; transcription of medical documents from machine dictation; the production of quality work in an efficient manner using advanced features of business software applications research of job opportunities and the production of high quality employment portfolios and job-seeking documents.

ARTICULATION

Students who complete the Medical Administrative Specialist program may be eligible to articulate to a State of Florida university, college or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the Medical Administrative Specialist program may be qualified to work in doctor's offices, hospital clinics, outpatient surgery centers, insurance billing and in laboratory assisting.

COURSE LIST

■	OTA0040	INFORMATION TECHNOLOGY ASSISTANT*
■	OTA0041	FRONT DESK SPECIALIST
■	OTA0631	MEDICAL OFFICE TECHNOLOGIST
■	OTA0651	MEDICAL ADMINISTRATIVE SPECIALIST

* Note: OTA0040 is a core program



Medical Assisting

1300 Hours/10 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 1 time a year, August

Approximate total program cost \$4713 (Please see page 60 for details.)



The Medical Assisting program prepares students for employment as a medical assistant. The program includes communication skills, transcultural communication in healthcare, interpersonal skills, legal and ethical responsibilities, health-illness concepts, administrative and clinical duties, emergency procedures including CPR and first aid, emergency preparedness, safety and security procedures, medical terminology, anatomy and physiology and employability skills. This program is a blend of classroom, online and clinical instruction.

ACCREDITATION

The Medical Assisting Program is fully accredited by the Commission on Accreditation of Allied Health Programs on the recommendation of the Medical Assisting Education Review Board of the American Association of Medical Assistants.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the Medical Assisting program may be qualified to work in doctor's offices, hospital clinics, outpatient surgery centers, insurance billing and in laboratory assisting.

ENTRANCE REQUIREMENTS

Applicants must have a standard high school diploma or its equivalent and complete a drug screening, FDLE Level II background screening, and a physical examination and immunization record prior to acceptance.

COURSE LIST

■ HSC0003	BASIC HEALTHCARE WORKER
■ MEA0002	INTRODUCTION TO MEDICAL ASSISTING
■ MEA0501	MEDICAL OFFICE PROCEDURES
■ MEA0521	PHLEBOTOMIST, MA
■ MEA0543	EKG AIDE, MA
■ MEA0581	CLINICAL ASSISTING
■ MEA0530	PHARMACOLOGY FOR MEDICAL ASSISTNG
■ MEA0573	LABORATORY PROCEDURES
■ MEA0506	ADMINISTRATIVE OFFICE PROCEDURES
■ MEA0942	PRACTICUM EXPERIENCE



Network Support Services -**-

1050 Hours/10 Months

Traditional: 100% classroom-based

PROGRAM FREQUENCY: 2 times a year, August and June

Approximate total program cost \$4743 (Please see page 60 for details.)



The Network Support Services program students study traditional networking theory as well as practical application with the use of simulations and physical equipment. The program focuses not only on the Internet as a whole, but also on configuring and administering the networks that compose it. Students will be able to configure, verify, administer, and troubleshoot corporate, home, and small office routers and switches using Cisco IOS, a command-line operating system, with the use of programs such as HyperTerminal and Cisco Packet Tracer.

ARTICULATION

Students who complete the Network Support Services program may be eligible to articulate to a State of Florida university, college or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the program will be qualified to obtain employment as an information technology assistant, computer support assistant, network support help desk assistant, network support administrator, senior network administrator, wireless network administrator, or data communications analyst.

COURSE LIST

■ OTA0040	INFORMATION TECHNOLOGY ASSISTANT
■ EEV0504	COMPUTER SUPPORT ASSISTANT
■ CTS0022	NETWORK SUPPORT HELP DESK ASSISTANT
■ CTS0023	NETWORK SUPPORT ADMINISTRATOR
■ CTS0024	SENIOR NETWORK ADMINISTRATOR
■ CTS0029	WIRELESS NETWORK ADMINISTRATOR
■ EEV0317	DATA COMMUNICATIONS ANALYST



Nursing Assistant (Articulated) ^{~*}

165 Hours/1 Month

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 3 times a year, August, January and June

Approximate total program cost \$918 (Please see page 60 for details.)



The Nursing Assistant Certificate Program is a combination of face-to-face and online instruction, which allows students to actively participate and learn the skills required for this challenging and growing career in a short time frame. There is an online component to this program.

The program combines Theory and Clinical instruction to include:

- Assisting with or setting up meals
- Oral care, nail care and basic hygiene
- Bathing and dressing of patients (Bathing may occur in the bed, shower or tub.)
- Toileting of patients
- Catheter care
- Ambulation assistance (Some patients need help getting in and out of bed, wheelchair, bathtub, etc.)
- Vital signs: blood pressure, pulse and temperature monitoring
- Answering call lights
- Turning of bed-ridden patients to prevent bedsores
- Changing bed linens and collecting soiled laundry
- Light cleaning and organizing of a patient's room or area
- Relaying and charting requested information (This may include moods, vital signs, food consumption, liquid intake and daily BM and urine amounts.)
- Relaying information to the next Nursing Assistant on shift or to the nurses in charge
- Recreational activities, such as assisting with a walk outdoors or delivering reading materials to patients
- Performing emergency care (i.e. CPR)
- Communication skills
- Post mortem care

Upon completion of the program, the student may take the State Certified Nursing Assistant Exam

APPROVED BY:

Florida Board of Nursing

ENTRANCE REQUIREMENTS

Applicants must attend a general orientation, and interview with the program counselor. All accepted students must have a physical exam, immunization, drug screening, and background check (fingerprinting) completed prior to the first day of class.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study.

(Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the program will be qualified to obtain employment in assisted living facilities, nursing homes, home health care agencies, mental health facilities and clinics.

COURSE LIST

- HSC0003 BASIC HEALTHCARE WORKER
- HCPO121 NURSE AIDE AND ORDERLY (ARTICULATED)



Optometric Assisting * -

1080 Hours/10 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 1 time a year, August

Approximate total program cost \$3944 (Please see page 60 for details.)



An Optometric Assistant is a specialized medical assistant that works in the office of an optometrist or ophthalmologist. This program teaches these specialized assistants how to facilitate the administrative and clinical aspects of an optometric practice.

Duties of an Optometric Assistant may include:

- Conducting diagnostic tests
- Recording and measuring vision
- Testing eye functions
- Instructing patients in inserting and caring for contact lenses
- Preparing examination rooms
- Cleaning and arranging equipment
- Answering phones
- Making appointments
- Handling bookkeeping
- Handling insurance

This program also includes a clinical component which provides the student an opportunity to rotate through a facility and apply the skills learned in the classroom. There is an online component to this program.

ARTICULATION

Students who complete the Optometric Assisting program may be eligible to articulate to a State of Florida university, college or community college.

ENTRANCE REQUIREMENT

Applicants must have a high school diploma or its equivalent and complete a physical examination and immunization record prior to acceptance.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

Optometric Assistants may seek employment in an optometrist or ophthalmologist office, eye clinic or vision care clinic.

RECOGNITION

American Optometric Association, Paraoptometric Division.

COURSE LIST

- HSC0003 BASIC HEALTHCARE WORKER
- OPT0005 OPTOMETRIC ASSISTANT 1
- OPT0006 OPTOMETRIC ASSISTANT 2
- OPT0007 OPTOMETRIC ASSISTANT 3



Patient Care Assistant **

290 Hours/2 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 3 times a year, August, January and June

Approximate total program cost \$1300 (Please see page 60 for details.)



Patient Care Assistants (PCAs) receive additional training that expands the traditional role of the nursing assistant. This training includes an increase in laboratory hours, a component related to home health and a component related to caring for patients in hospitals. Under the direct supervision of a nurse, the PCA will come in direct contact with the patient in the performance of their assigned duties for clients in their home, a hospital or a nursing home. Upon completion of the program, the student may take the State Nursing Assistant Certification Examination. Completion of this program also qualifies the student to be given advanced standing in McFatter Tech College's Practical Nursing and Patient Care Technician programs. This program is a blend of classroom, laboratory and clinical instruction.

APPROVED BY:

Florida Board of Nursing

ENTRANCE REQUIREMENTS

Applicants must attend a general orientation, and interview with the program counselor. All accepted students must have a physical exam, immunization, drug screening, and background check (fingerprinting) completed prior to the first day of class.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

Patient Care Assistants may seek employment in nursing homes, hospitals, home health care agencies and clinics.

COURSE LIST

■ HSC0003	BASIC HEALTHCARE WORKER
■ HCP0121	NURSE AIDE and ORDERLY (Articulated)
■ HCP0332	ADVANCED HOME HEALTH AIDE
■ HCP0020	PATIENT CARE ASSISTANT



Patient Care Technician *-*

600 Hours/6 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 2 times a year, August and January

Approximate total program cost \$2244 (Please see page 60 for details.)



The Patient Care Technician program offers the student skills as a multi-skilled health care worker in a growing health care field. The program is a blend of classroom, laboratory and clinical instruction. The course content includes patient care skills, principles of infection control, Home Health care services, physical and safety functions, Phlebotomy procedures, EKG modalities, restoration therapy and CPR.

Areas covered in training include:

- Communication skills
- Legal and ethical behaviors
- Anatomy and physiology of the human body
- Personal patient care skills
- Selected nursing procedures
- Principles of infection control
- Home health care services
- Employability skills
- Emergency care
- Physical and safety functions
- Phlebotomy procedures and protocol
- EKG modalities
- Restoration therapy
- HIV/AIDS
- Domestic violence
- CPR
- Basic life support healthcare provider

This program also includes a clinical component which provides the student the opportunity to rotate through a facility and apply the skills learned in the classroom.

COURSE LIST

■ HSC0003	BASIC HEALTHCARE WORKER
■ HCP0121	NURSE AIDE ORDERLY (Articulated)
■ HCP0332	ADVANCED HOME HEALTH AIDE
■ HCP0020	PATIENT CARE ASSISTANT
■ HSC0016	ALLIED HEALTH ASSISTANT
■ MEA0580	ADVANCED ALLIED HEALTH ASSISTANT
■ PRN0094	PATIENT CARE TECHNICIAN

APPROVED BY:

Florida Board of Nursing

ENTRANCE REQUIREMENTS

Applicants must attend a general orientation, and interview with the program counselor. All accepted students must have a physical exam, immunization, drug screening, and background check (fingerprinting) completed prior to the first day of class.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

Patient Care Technicians may seek employment in nursing homes, hospitals, home health care agencies and clinics.



Pharmacy Technician (Applied Technology Diploma) **

1050 Hours/10 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 1 time per year, August

Approximate total program cost \$3778 (Please see page 60 for details.)



In community pharmacy, students learn to assist the pharmacist filling and labeling medications using the computer-based program QS-1, managing purchase and inventory, maintaining accurate medical records and patient profiles. In hospital pharmacy, students will learn medication distribution systems, unit dosing medications, aseptic technique and sterile IV's under USP-797 guidelines. Throughout the program students will learn pharmacology, pharmacy kinetics, pharmaceutical calculations and pharmacy law (Pharmacy Federal Law and Florida Pharmacy Law). The pharmacy technician program provides clinical experience to the student in both community and hospital pharmacies. Graduates are eligible to take the Pharmacy Technician Certification Exam (PTCE) and become registered and licensed by the Florida Board of Pharmacy. This program is a blend of classroom, online and clinical instruction.

ACCREDITATION

American Society of Health System Pharmacists

ENTRANCE REQUIREMENTS:

Applicants must have a standard high school diploma or its equivalent and complete a drug screening, FDLE Level 2 background screening and physical examination and immunization record prior to acceptance.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

Graduates of the Pharmacy Technician program may gain employment in community/retail pharmacies, hospital pharmacies, home infusion pharmacies, home health care agencies, insurance companies, drug companies, military installations, Indian affairs and mail order pharmacies.

COURSE LIST

■ HSC0003	BASIC HEALTHCARE WORKER
■ PTN0084	PHARMACY TECHNICIAN 1
■ PTN0085	PHARMACY TECHNICIAN 2
■ PTN0086	PHARMACY TECHNICIAN 3



Phlebotomy **

165 Hours/2 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 5 times a year, August, October, January, March and June

Approximate total program cost \$737 (Please see page 60 for details.)



If you like a challenge and responsibility, work well under pressure and communicate effectively, this course is for you. As a phlebotomist, you must be able to deal well with patients, and be able to calm them. Safety is key, and all safety precautions must be taken to prevent the transmission of infectious diseases. The student will learn content that includes, but is not limited to, communication and leadership skills, human relations, employability skills, performance of safe and efficient work practices in obtaining adequate and correct blood specimens by capillary or venipuncture while maintaining the integrity of the specimen in relation to the test to be performed, preparing blood smears, labeling specimens accurately, observing safety policies and procedures, emergency procedures including CPR, medical terminology, delivering a variety of clinical specimens to the lab, sorting and recording specimens, centrifuging specimens and preparing collection trays for specimen procurement. The phlebotomist works in blood banks, hospitals, clinics and other medical facilities, drawing blood from patients in preparation for medical testing. This program is a blend of classroom, online and laboratory instruction.

ENTRANCE REQUIREMENTS:

Applicants must complete a physical examination and immunization record prior to acceptance.

POTENTIAL EMPLOYMENT

Phlebotomists may seek employment in nursing homes, hospitals, home health care agencies, physicians' offices and clinics.

COURSE LIST

■ HSC0003	BASIC HEALTHCARE WORKER
■ MEA0520	PHLEBOTOMIST



Practical Nursing ^{~*~}

1350 Hours/12 Months

Hybrid: Less than 50% of required instructional hours available via distance education

DAY PROGRAM FREQUENCY: 3 times a year, August, December and April

EVENING PROGRAM FREQUENCY: 1 time a year

Approximate total program cost \$5675 (Please see page 60 for details.)



The Practical Nursing program offers theoretical instruction and clinical experience in medical, surgical, obstetric, pediatric and geriatric nursing; theoretical instruction and clinical experience in acute care and long term care in community settings. Theoretical instruction and clinical application of vocational role and function include personal, family and community health concepts; nutrition; human growth and development over the life span; body structure and function; interpersonal relationship skills, mental health concepts; pharmacology; administration of medications and legal aspects of practice. Students learn to perform nursing procedures, administer medications, provide care for medical/surgical/long-term care patients.

ACCREDITATION

Accrediting Commission for Education in Nursing (ACEN)
3343 Peachtree Road NE Suite 850
Atlanta, Georgia 30326
<http://www.acenursing.org>

ARTICULATION

Students who complete the Practical Nursing program may be eligible to articulate to a State of Florida university, college or community college.

ENTRANCE REQUIREMENTS

Applicants must attend a general orientation, and interview with the program counselor. All accepted students must have passing scores on the TABE and TEAS or an acceptable exemption, a physical exam, immunization, drug screening, and background check (fingerprinting) completed prior to the first day of class.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

Students who complete the Practical Nursing program and pass the State Board of Nursing NCLEX exam for licensure are employed in acute care, long term care, residential settings, physicians' offices and outpatient facilities.

COURSE LIST		
■ HSC0003	BASIC HEALTHCARE WORKER	
■ HCP0121	NURSE AIDE and ORDERLY	
■ PRN0091	LPN 1 of 3	
■ PRN0092	LPN 2 of 3	
■ PRN0096	LPN 3 of 3	



Principles of Teaching -*-

600 Hours/6-12 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 1 time a year part-time, 2 times a year full-time, August and January

Approximate total program cost \$1934 (Please see page 60 for details.)



The purpose of this program is to prepare students for employment as teacher assistants within the Broward County Public School System

The Teacher Assisting program prepares students for employment within the Broward County Public School System. The course content includes responsibilities and tasks of a Teacher Assistant; lesson planning and implementation; classroom management techniques; rules, regulations and standard procedures within the Broward County School System; and a review for the Broward County mandated ParaPro assessment.

ENTRANCE REQUIREMENTS

- High School Diploma/GED
- * Fingerprinting/Background Check

INDUSTRY CERTIFICATION

ParaPro Assessment Test
(Please see page 61 for details.)

POTENTIAL EMPLOYMENT

ParaProfessional (Teacher Assistant)
in the Broward County Public School System.

COURSE LIST

- EDG0312 SUBSTITUTE TEACHER
- EDG0317 TEACHER ASSISTANT



Printing and Graphic Communications -*

1800 Hours/18 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 3 times a year, August, January and June

Approximate total program cost \$6123 (Please see page 60 for details.)



The Printing and Graphic Communications program covers the basic principles of computer graphics, design, layout and typography. Adobe software applications InDesign, Illustrator and Photoshop are used to teach page layout, illustration and photo manipulation. Create and print portfolio projects such as logos, business forms, posters, package designs, business cards and t-shirts. Learn computer-to-plate technology, proper PDF file formatting, principles of proofing, platemaking and small press operation. Become proficient in identification of various paper grades, mixing press inks and bindery and finishing operations.

ACCREDITATIONS

Graphic Arts Education and Research Foundation

PrintED

ARTICULATION

Students who complete the Printing and Graphic Communications program may be eligible to articulate to a State of Florida university, college or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the program will be qualified to obtain employment in administrative support operations, graphic artist, desktop publisher, pre-press/imaging operations, press operations and finishing operations.

COURSE LIST

■ GRA0012	COPY CENTER TECHNICIAN
■ GRA0013	PROCESS CAMERA OPERATOR
■ GRA0014	LAYOUT DESIGNER/PLANNER
■ GRA0015	DUPLICATOR OPERATOR
■ GRA0016	GENERAL BINDERY WORKER



Television Production ^{**}

1650 Hours/17 Months (minimum)

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 3 times a year, August, January and June

Approximate total program cost \$5432 (Please see page 60 for details.)



The Television Production program prepares students for initial entry-level employment as television production operators, television broadcast technicians, camera operator, as well as video recording engineers and audio recording engineers and other professional/paraprofessional technicians.

ARTICULATION

Students who complete the Television Production program may be eligible to articulate to a State of Florida university, college or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

POTENTIAL EMPLOYMENT

Students who complete the Television Production program may obtain employment as utility technicians, floor managers, teleprompter operators, studio camera operators, ENG/EFP camera operators, lighting technicians, audio operators, technical directors, videotape operators or edit technicians.

COURSE LIST

■ RTT0514	STUDIO ASSISTANT
■ RTT0516	STUDIO TECHNICIAN
■ RTT0518	STUDIO TECHNICIAN/EDIT ASSISTANT
■ RTT0518	TELEVISION PRODUCTION/ EDIT TECHNICIAN



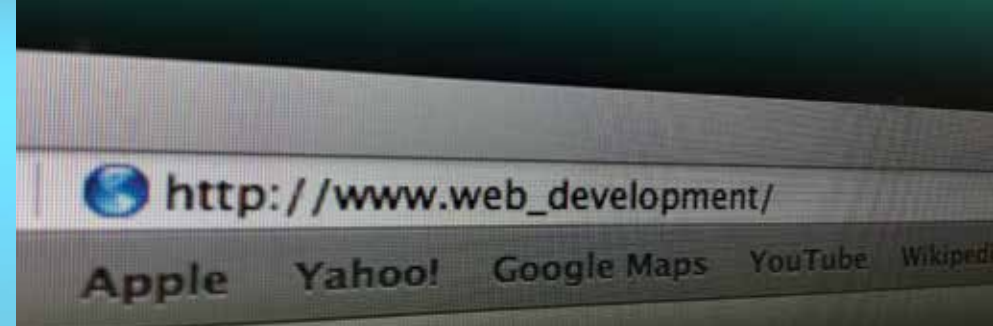
Web Development **

1050 Hours/10 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 3 times a year, August, January and June

Approximate total program cost \$3642 (Please see page 60 for details.)



The Web Development program includes designing, coding and publishing websites that can work in mobile, tablet and desktop formats. Students will use cutting edge tools: XHTML, CSS, JAVA Script, PHP, WordPress, CMS and SEO. Students will create websites that are engaging and acquire skills to gain entry-level employment.

ARTICULATION

Students who complete the Web Development program may be eligible to articulate to a State of Florida university, college or community college.

POTENTIAL EMPLOYMENT

A student who completes the program will be qualified to obtain employment as a web designer, developer or programmer.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. (Please see page 61 for details.)

COURSE LIST	
■ OTA0040	INFORMATION TECHNOLOGY ASSISTANT
■ CTS0070	WEB DESIGN FOUNDATIONS
■ CTS0071	WEB INTERFACE DESIGN
■ CTS0049	WEB SCRIPTING
■ CTS0015	WEB MEDIA INTEGRATION
■ CTS0016	WEB E-COMMERCE
■ CTS0017	WEB INTERACTIVITY



Welding Technology -*-

1050 Hours/10 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 3 times a year, August, January and June

Approximate total program cost \$4336 (Please see page 60 for details.)

This program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills, provides technical skill proficiency, and includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of the manufacturing career cluster. This program offers a broad foundation of knowledge and skills to prepare students for employment in the welding industry.

COURSE LIST

- PMT0070 WELDER ASSISTANT 1
- PMT0071 WELDER ASSISTANT 2
- PMT0072 WELDER, SMAW 1
- PMT0073 WELDER, SMAW 2
- PMT0074 WELDER

ACCREDITATION

American Welding Society

ARTICULATION

Students who complete the Welding Technology program may be eligible to articulate to a State of Florida university, college or community college.

INDUSTRY CERTIFICATION

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study.
(Please see page 61 for details.)

POTENTIAL EMPLOYMENT

A student who completes the Welding Technology program will be qualified to obtain employment as a pipe or combination welder, a fabricator, a welding inspector or welding engineer.

Welding Technology-Advanced -*-

750 Hours/7 Months

Hybrid: Less than 50% of required instructional hours available via distance education

PROGRAM FREQUENCY: 3 times a year, August, January and June

Approximate total program cost \$3281 (Please see page 60 for details.)

COURSE LIST

This course may be taken only after completing Welding Technology or with instructor approval.

- PMT0075 ADVANCED WELDER 1
- PMT0076 ADVANCED WELDER 2



Program Costs

Program Title	Tuition \$	Registration, Activity, Lab and Test Fees	Books and Supplies \$	Industry Certification Costs \$	Florida Resident Total \$
Accounting Operations	2520	235	252	Included	3007
Administrative Office Specialist	2940	258	114	Included	3312
Applied Cybersecurity	2100	230	370	302	3002
Automotive Collision Repair and Refinishing	3920	850	394	73	5237
Automotive Service Technology	5040	1070	559	73	6742
Baking & Pastry Arts	1680	140	506	Included	2326
Cloud Computing & Virtualization	2520	325	164	302	3311
Commercial Foods and Culinary Arts	3360	360	652	Included	4372
Commercial Photography Technology 1	1960	325	121	Included	2406
Commercial Photography Technology 2	2660	433	0	Included	3093
Dental Laboratory Technology	5712	802	462	220	7196
Digital Media Technology	2100	230	244	Included	2574
Digital Media/ Multimedia Design	2940	310	445	Included	3695
Digital Photography Technology	2940	468	121	Included	3529
Digital Printing Technology	2772	397	373	Included	3542
Drafting	4200	375	553	85	5213
Early Childhood Education	1680	170	145	50	2045
Electrocardiograph Technology (EKG)	1302	111	164	105	1682
Emergency Medical Technician (EMT) - ATD	840	382	260	105	1587
Fire Fighter I/II	1114	1055	299	Included	2468
Game/Simulation/Animation Programming	1680	230	196	97	2203
Java Development & Programming	3360	240	458	97	4155
Legal Administrative Specialist	2940	258	247	Included	3445
Marine Service Technologies	3780	1065	442	400	5687
Medical Administrative Specialist	2940	258	251	Included	3449
Medical Assisting	3640	445	503	125	4713
Network Support Services	2940	363	840	600	4743
Nursing Assistant (Articulated)	462	63	173	220	918
Optometric Assisting	3024	208	497	215	3944
Patient Care Assistant	812	94	174	220	1300
Patient Care Technician	1680	170	174	220	2244
Pharmacy Technician - ATD	2940	363	346	129	3778
Phlebotomy	462	71	99	105	737
Practical Nursing	3780	528	977	390	5675
Principles of Teaching	1680	110	94	50	1934
Printing & Graphic Communications	5040	710	373	Included	6123
Television Production	4620	665	147	Included	5432
Web Development	2940	258	347	97	3642
Welding Technology	2940	783	263	350	4336
Welding Technology - Advanced	2100	568	263	350	3281

Please be advised that costs are subject to change.

Industry Certification/Licensure Exams

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. Students who take and pass their exam(s) may be eligible to receive reimbursement for the cost of their exam(s). Conditions apply – see your Certified Schools Counselor/Advisor for details. Below is a partial list of certifications available to MTC students. Please be advised that this list is subject to change.

Accounting Operations

- Microsoft Office Specialist (MOS) Bundle Certification (3 of 5)
- Quickbooks Certified User*

Administrative Office Specialist

- Microsoft Office Specialist (MOS) Bundle Certification (3 of 5)*
- Quickbooks Certified User

Applied Cybersecurity

- CompTIA A+*
- CompTIA Security+*
- Certified Ethical Hacker (CEH)

Automotive Collision Repair and Refinishing

- Automotive Service Excellence (ASE)*

Automotive Service Technology

- Automotive Service Excellence (ASE)*

Baking and Pastry Arts

- Certified Food Protection Manager (ServSafe®)*

Cloud Computing and Virtualization

- CompTIA A+
- CompTIA Cloud+

Commercial Foods and Culinary Arts

- Certified Food Protection Manager (ServSafe®)*

Commercial Photography

- Adobe Certified Associate (ACA) Photoshop*

Dental Laboratory Technology

- Certified Dental Technician (Registered Graduate)*

Digital Media/Multimedia Design

- Adobe Certified Associate (ACA)
 - Photoshop*
 - InDesign
 - Illustrator
 - Premiere Pro

Digital Media Technology

- Adobe Certified Associate (ACA)
 - Photoshop*
 - InDesign
 - Illustrator

Digital Photography Technology

- Adobe Certified Associate (ACA) Photoshop*

Digital Printing Technology

- Adobe Certified Associate (ACA)
 - Photoshop*
 - InDesign
 - Illustrator

Drafting

- Autodesk Certified User
 - AutoCAD*
 - Inventor
 - Revit Architecture

Early Childhood Education

- Early Childhood Professional Certificate (ECPC)*
- Staff Credential

Electrocardiograph Technology

- Certified EKG Technician (CET)*

Emergency Medical Technician (EMT)

- Emergency Medical Technician (EMT)*

Fire Fighter I/II

- Certified Fire Fighter*

Game/Simulation/Animation Programming

- Adobe Certified Associate (ACA) Flash*

Java Development and Programming

- Microsoft Technology Associate (MTA) – Software Development Fundamentals*
- CIW Java Script Specialist
- CompTIA Project+

Legal Administrative Specialist

- Microsoft Office Specialist (MOS) Bundle Certification (3 of 5)*
- Quickbooks Certified User

Marine Service Technologies

- American Boat & Yacht Council (ABYC) Marine Electrical Certification*

Medical Administrative Specialist

- Microsoft Office Specialist (MOS) Bundle Certification (3 of 5)
- Quickbooks Certified User
- Certified Medical Administrative Assistant (CMAA)*

Medical Assisting

- Certified Medical Assistant (CMA)*
- Registered Medical Assistant (RMA)

Network Support Services

- CompTIA A+
- CompTIA Network+
- Cisco Certified Entry Network Technician (CCENT)
- Cisco Certified Network Associate (CCNA)

Nursing Assistant

- Certified Nursing Assistant (CNA)*

Optometric Assisting

- Certified Paraoptometric Assistant (CPOA)*

Patient Care Assistant/Technician

- Certified Nursing Assistant (CNA)*

Pharmacy Technician

- Pharmacy Technician (PTCB)*

Practical Nursing

- National Licensed Practical Nurse (NCLEX-PN)

Principles of Teaching

- ParaPro Assessment*

Printing and Graphic Communications

- Adobe Certified Associate (ACA)
 - Photoshop*
 - InDesign
 - Illustrator

Television Production

- Adobe Certified Associate (ACA) Premiere Pro*
- Apple Certified Pro (ACP) – Final Cut Pro X

Web Development

- Adobe Certified Associate (ACA) Photoshop
- CIW Web Design Specialist*

Welding Technology

- Certified Welder (AWS)*

* Indicates industry certification exams eligible under the Guarantee for Success on page 13.

Full-Time Instructional Staff

ADAMS, PASHA

Nova Southeastern University
Bachelor's Degree

AMMANN, JOHNATHAN

Florida Atlantic University
Bachelor's Degree

BARNHART, ROGER

Penn State University–Main Campus
Bachelor's Degree

BARONE, MARY

Nova Southeastern University
Master's Degree

BASH, DANA

University of South Florida
Bachelor's Degree

BENOIT, BILLINI

University of Phoenix
Bachelor's Degree

BLOCH, MICHAEL

Broward College
Associate Degree

BLUTH, DEBORAH

Nova Southeastern University - FL
Master's degree

BORRELLI, LORI

University of South Florida
Bachelor's Degree

BOULTON, FRANK

University of Florida
Bachelor's Degree

BOWERS, STUART

SUNY at Binghamton
Master's Degree

BOYNE, SANDRA

Barry University
Master's Degree

BURROWS, ROBERT

The Culinary Institute of America
Associate Degree

CHEN, INGRID

Florida International University
Bachelor's Degree

CITRULLO, V. PAUL

Penn State University
Bachelor's Degree

COBURN, CARYN

Florida International University
Master's Degree

COLLINS, THOMAS

Florida International University
Bachelor's Degree

COTE, STACEY

Florida Atlantic University
Master's Degree

DAMATO, DANIEL

High School Diploma

DEVALK, JEANNE

Florida State University
Bachelor's Degree

DOUGLAS, MARILIN

University of Phoenix – Phoenix Campus
Master's Degree

DOXEY, JOHN

University of Kentucky
Bachelor's Degree

DRENNEN, BRENDAN LANE

University of South Florida
Bachelor's Degree

DWYER, SHANNON

University of Texas at Arlington
Bachelor's Degree

EMERSON, MEGHAN

University of Florida
Educational Specialist Degree

FERNANDEZ, VERA

Barry University
Bachelor's degree

FITCHETT, ANTHONY

Florida International University
Associate Degree

FITZGERALD, MARY MARGARET

College of Saint Rose
Bachelor's Degree

FRASER, MELANIE

Florida State University
Bachelor's Degree

GASPARD, SABINE

University of Phoenix -
Phoenix Campus
Bachelor's Degree

GOLDBERG, ERIKA

Nova Southeastern University- FL
Bachelor's Degree

GRETH, AIRONG

College outside the U.S.
Master's Degree

GUY, NATALIE

Florida International University
Bachelor's Degree

HARDISSON, MERCEDES

Florida International University
Master's Degree

HARRIS, DARRYL

Florida International University
Master's Degree

HENLEY, MELISSA

Morris Brown College
Bachelor's Degree

HENRY, LILLIE

Nova Southeastern University
Master's Degree

HIPPELHEUSER, MARIJEAN

Florida International University
Associate Degree

HOLSTE, JILL

Florida Atlantic University
Master's Degree

HOPWOOD, BEVERLEY

College outside the U.S.
Master's Degree

ISAAC, FRED

Florida International University
Associate Degree

JACKSON, ANDREA

Florida Memorial University
Master's Degree

JAUCH, ANDREW

University of Florida
Master's Degree

JONES, MARTIN

Broward College
Associate Degree

JONES, TERRY

Florida International University
Associate Degree

KANE, JUDITH

University of Florida
Bachelor's degree

KINGHORN, SCOTT

Florida Agricultural & Mechanical University
Bachelor's Degree

KUSTURIS-ZULUETA, SOPHIA

University of Pittsburgh
Master's Degree

LANG, PATTI

Johnson & Wales University
Associate Degree

LEE, CAROL

College Outside Of U.S.
Other Doctorate Degree

LONG, JENNIFER

Lesley University
Master's Degree

LUNA, KEITH

Palm Beach Atlantic University
Bachelor's Degree

MALDONADO, SIVIA

University of Puerto Rico-
Rio Piedras Campus
Bachelor's Degree

MARTINEZ, RICHARD

Miami-Dade Community College
Associate of Science Degree

McCOLGIN, DANIELLE

Broward Community College
Associate of Science Degree

McKEEVER, TIMOTHY

Widener University - Delaware
Bachelor's Degree

MIKUS, GEORGE

University of Florida
Bachelor's Degree

MILLER, SUSAN

Florida International University
Associate Degree

MIMBS, CHRISTOPHER

Florida Atlantic University
Master's Degree

MINICHIELLO, MARIA

Florida State University
Bachelor's Degree

MOSLEY, STEVEN

Johnson & Wales University
Associate Degree

OLAGBEMI, JULIET ANN

University of North Carolina at Charlotte
Master's Degree

OVERFIELD, SAMANTHA

Nova Southeastern University
Bachelor's Degree

PAWLAK, DARIUSZ

Florida International University
Associate Degree

PAZ, NOHEMY

Capella University
Other Doctorate Degree

PEREZ, LINDA

Florida International University
Master's Degree

RANZY, ALVIN

Florida International University
Master's Degree

RODRIGUEZ, ENRIQUE

University of Florida
Bachelor's Degree

ROSENTHAL, NEIL

Nova Southeastern University
Master's Degree

ROSS-SANTANA, JOANNE

High School Diploma

RYAN-FORES, KATHRYN

Kent State University
Master's Degree

SALMAN, GREGG

Florida International University
Associate Degree

SALOMON, LISA

University of West Florida
Bachelor's Degree

SANTIAGO, JOEL

Florida International University
Associate Degree

SCHEPPA, VIRGINIA

Adelphi University
Master's Degree

SCHIANO, DIANE

University of Florida
Bachelor's Degree

SCOTT, JAMES

Florida International University
Associate Degree

SELVANIK, PRESTON

Florida State University
Bachelor's Degree

SHAHEEN, WILLIAM

Nova Southeastern University
Doctorate Degree

SHIR, MIRIAM

University of Florida
Bachelor's Degree

SIFAKAKIS, FOTINI

Florida International University
Bachelor's Degree

SMITH, KAREN

Florida International University
Bachelor's Degree

STACKHOUSE, DANIEL

Nova Southeastern University
Master's Degree

STAPLETON, MELISSA

University of Texas
Bachelor's Degree

TAMMA, KRISTA

Art Institute of Fort Lauderdale
Bachelor's Degree

THIRER, MEG

CUNY - York College
Bachelor's Degree

THOMAS, WENDEL

Florida International University
Advanced Vocational Certificate

TINAJERO, IVAN

Nova Southeastern University
Master's Degree

VICTOR, RACHEL

St. Thomas University
Master's Degree

VIVENZO, ELISE

Syracuse University
Master's Degree

WEINGER, ASHLEY

Nova Southeastern University
Master's Degree

WEINRAUB, HOWARD

Florida Atlantic University
Master's Degree

WILLIAMS, FRANZIE

Florida Atlantic University
Master's Degree

WILLIAMS-LEDAIN, CHRISTINA

Florida Atlantic University
Bachelor's degree

WILSON, MARK

Nova Southeastern University-FL
Master's Degree

WOLF, CHRISTINE

Florida Atlantic University
Master's Degree

WOOD , DAVID A

Florida Atlantic University
Master's degree

WOODS, ASHLEY

University of South Florida
Bachelor's Degree

ZUAZO, MIGUEL

Nova Southeastern University
Master's Degree

Part-Time Instructional Staff

ABRAMCZYK, CHRISTOPHER

Florida Atlantic University
Associate Degree

ALNOR, DWIGHT

Broward College
60 Credit Hrs. Or Greater, Non-Graduate

ALVAREZ, CECILIA

Florida Atlantic University
Bachelor's Degree

AUMOITHE, JENNIE

Saint Thomas University
Master's Degree

BAKER, ADENJI

Nova Southeastern University - FI
Bachelor's Degree

BARRETTE, CLAIRE

Villanova University
Bachelor's Degree

BIANCHINI, NEIL

Broward Community College-
Downtown Ctr
Associate of Science

BISHOP, JAMES

Broward Community College-
Central Campus
Associate of Arts

BLATCHFORD III, ROBERT

High School Diploma

BORDE, VEDETE

University Of Phoenix -
Phoenix Campus
Master's Degree

BOYLAN, KEVIN

Broward Community College-
Downtown Ctr
60 Credit Hrs. Or Greater, Non-Graduate

BRANAGAN, BRENDAN

High School Diploma

BROMANTE, JOAN

University of Buffalo
Master's Degree

BROWN, RANDALL

General Education Diploma (Ged)

BURGER, CRAIG

Florida International University
Bachelor's Degree

CAMPBELL, KAREN

Nova Southeastern University - FI
Bachelor's Degree

CARLS, DANIEL

Broward Community College-
Downtown Ctr
Associate of Science

CASTILLO, GEORGE

Community College Of The Air Force
Associate of Science

CEREGHINO, AUDREY

Florida International University
Bachelor's Degree

COLIN, PIERRE

Saginaw Valley State University
Bachelor's Degree

COMPAS, MARIE

Suny At Albany
Bachelor's Degree

CROWE, JUSTIN

Palm Beach Community College
Less Than 60 Credit Hrs.

DE WINTER, SERGE

Barry University-FI
Diploma

DEJORIS, MICHAEL

Associate of Science

DEMAIO, EVELYN

University Of Phoenix -
Phoenix Campus
Bachelor's Degree

DEMIERRE, JEAN

Miami Sunset High School
High School Diploma

DOOLIN, PETER

Florida International University
Master's Degree

DORSETTE, DAVID

High School Diploma

DORSETTE, JOSEPH

Broward Community College-
Downtown Ctr
Certificate

DORSEY, ARTISKA

Broward College-Downtown Ctr
Associate Degree

EGERT, CY

Hallandale High School
High School Diploma

EIMMERMAN, JAMES

High School Diploma

ELLIS, MONIQUE

Broward College
Associate Degree

ELRAD, DAWN

Florida International University
Bachelor's Degree

EXANTUS, CASSANDRE

Florida Atlantic University
Bachelor's Degree

FARAONE, ANTHONY

Johnson & Wales University
Associate of Science

FOSTER, ELAINE

University of Phoenix -
Phoenix Campus
Master's Degree

FRAY, ALTHEA

Nova Southeastern University - FI
Master's Degree

FRIEDMAN, JASON

Western New England College
Less Than 60 Credit Hrs.

GHEORGE, DANIEL

Florida Atlantic University
Bachelor's Degree

GUNSTEN, JAY

Florida State University
Bachelor's Degree

HACKETT III, CHARLES

Broward College
Associate Degree

HALE, KEVIN

Broward Community College-
Downtown Ctr
Associate Of Arts

HAMLIN, STEPHEN

University Of Phoenix -
Phoenix Campus
Master's Degree

JONKER, ALEXANDRA

Broward College-Downtown Ctr
Associate Degree Other College

KRYS, NATHAN

Air Force Institute Technology
Master's Degree

LARSEN, DANIEL

Columbia Southern University
Bachelor's Degree

LAYTON, BRYAN

Broward College
Associate Degree

LEEN, HARRY

Wayne State University
Master's Degree

LONG, ANTHONY

Florida International University
Bachelor's Degree

LOPEZ, JEFFREY

High School Diploma

MALDONADO, FRANCISCO

Broward College
Associate Degree

MALDONADO, MONICA

Broward College
Associate Degree

MARTELLY, MARIE-FRANCE

Manhattan College
Bachelor's Degree

MARTIN, JEFFREY

Columbia Southern University
Bachelor's Degree

MARTIN, WILLIE

Blanche Ely High School
High School Diploma

MARTINEZ, JESUS

High School Diploma

MASSA, JASON

Broward College
Associate Degree

MASTERS, BRADLEY

Broward Community College-
Central Campus
60 Credit Hrs. Or Greater, Non-Graduate

McGARVEY, ELIZABETH

University of Florida
Bachelor's Degree

McGLYNN JR, JAMES

William T. Mcfatter Tech Center
Certificate

MEDINA JR, ROLANDO

Charles W. Flanagan High School
High School Diploma

MEYERS, KEVIN

High School Diploma

MICHAELS, JAMES

University of Missouri-Kansas City
Master's Degree

MITCHELL, TAWANNA

Johnson & Wales University
Associate Degree

MOGAVERO, ROBERT

Broward College-
Central Campus
Certificate

MONTI, JOHN

Broward College-
Central Campus
Certificate

MOORE, MATHEW

Broward College
Associate Degree

OBREGON, RICARDO

Miami Dade College
Diploma

OCHOA, ANTHONY

Broward College-
Downtown Ctr
Associate Of Arts

ODONNELL, HUGH

St. Thomas University-Fl
Master's Degree

PAGANO, MICHAEL

Broward College-
Downtown Ctr
Less Than 60 Credit Hrs.

PEASANT, ERIC

St. Thomas University-Fl
Bachelor's Degree

PHILLIPSON, KURT

Broward College
Associate Degree

PRICE, OLEN

Florida International University
Bachelor's Degree

RINEHART, TRAVIS

Broward College
Associate Degree

ROBERT, ALBERT

Florida International University
Bachelor's Degree

ROZENBERG, MARIA

Florida International University
Bachelor's Degree

SABIA II, JOHN

Seminole Community College
Associate Of Science

SAHDALA, ROBERT

Broward Community College-
Downtown Ctr
Less Than 60 Credit Hrs.

SAMSON, GLEN

Broward Community College-
Downtown Ctr
Less Than 60 Credit Hrs.

SANDOLA, TALIA

High School Diploma

SANFILIPPO, STEPHEN

Broward College
Associate Degree

SCHIANO, ANNMARIE

Barry University
Master's Degree

SCHMALZ, BRYAN

Marian College Of Fond Du Lac
Bachelor's Degree

SHATTENKIRK, RANDY

Art Institute Fort Lauderdale
Associate Degree

SMITH, DAVID

Broward College
Associate Degree

SOLA, DAVID

Miami Dade College
Associate Degree

SUCHER, JONATHAN

Broward Community College-
Downtown Ctr
Associate Of Science

TAYLOR-HENRY, Amy

Portland State University
Master's Degree

TURNBACH, MATTHEW

Piper High School
High School Diploma

VERMONT, MARC

St. Thomas University-Fl
Bachelor's Degree

WARREN, BETTY

Catawba College
Bachelor's Degree

WILKIE, BRIAN

Nova Southeastern University - Fl
Bachelor's Degree

WILLEY, ANNE

Chamberlain College Of Nursing
Master's Degree

WINDSOR, GARY

Miami Dade College
Associate Degree

WINKLER, STEPHANIE

American University
Master's Degree

ZIMMERMAN, JOHN

Broward Community College-
Central Campus
Certificate

2016-2017 School Calendar THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA



First Quarter

Monday, August 15, 2016	Employee Planning - 1
Tuesday, August 16, 2016	Employee Planning - 2
Wednesday, August 17, 2016	Employee Planning - 3
Thursday, August 18, 2016	Employee Planning - 4
Friday, August 19, 2016	Employee Planning - 5
Monday, August 22, 2016	Start 1st Quarter - (46 Days)
Monday, September 05, 2016	Holiday - 1
Thursday, September 15, 2016	Early Release - 1
Thursday, September 22, 2016	Interim Reports Issued
Monday, October 3, 2016	Day Off
Wednesday, October 12, 2016	Day Off
Thursday, October 27, 2016	Early Release - 2
Friday, October 28, 2016	Employee Planning - 6

Second Quarter

Monday, October 31, 2016	Start 2nd Quarter (39 Days)
Tuesday, November 8, 2016	Employee Planning - 7
Friday, November 11, 2016	Holiday - 2
Thursday, November 17, 2016	Report Cards Issued for First Quarter
Wednesday, November 23, 2016	Day Off
Thursday, November 24, 2016	Holiday - 3
Friday, November 25, 2016	Day Off
Thursday, December 01, 2016	Interim Reports Issued
Monday, December 26, 2016	Day Off
Tuesday, December 27, 2016	Day Off
Wednesday, December 28, 2016	Day Off
Thursday, December 29, 2016	Day Off
Friday, December 30, 2016	Day Off
Monday, January 02, 2017	Holiday - 4
Tuesday, January 03, 2017	Day Off
Wednesday, January 04, 2017	Day Off
Thursday, January 05, 2017	Day Off
Friday, January 06, 2017	Day Off
Thursday, January 12, 2017	Early Release - 32
Friday, January 13, 2017	Employee Planning - 8

Third Quarter

Monday, January 16, 2017	Day Off Start
Tuesday, January 17, 2017	3rd Quarter (47 Days)
Thursday, February 02, 2017	Report Cards Issued for Second Quarter
Thursday, February 16, 2017	Interim Reports Issued
Monday, February 20, 2017	Holiday - 5
Thursday, February 23, 2017	Early Release - 4
Thursday, March 23 2017	Early Release - 5
Friday, March 24, 2017	Employee Planning - 9

Fourth Quarter

Monday, March 27, 2017	Start 4th Quarter (48 Days)
Monday, April 10, 2017	Day Off
Tuesday, April 11, 2017	Day Off
Wednesday, April 12, 2017	Day Off
Thursday, April 13, 2017	Day Off
Friday, April 14, 2017	Day Off
Thursday, April 20, 2017	Report Cards Issued for Third Quarter
Thursday, May 4, 2017	Interim Reports Issued
Monday, May 29, 2017	Holiday - 6
Thursday, June 08, 2017	Early Release - 6
Thursday, June 08, 2017	Last Day of School
Friday, June 19, 2017	Employee Planning - 10
Wednesday, June 28, 2017	Report Cards Issued for Fourth Quarter

Summer Term

Monday, June 12, 2017	Start Summer Term (44 Days)
Tuesday, July 4, 2017	Day Off
Friday, August 11, 2017	Last Day of Term



6500 Nova Drive • Davie, FL 33317

Tel 754.321.5700

www.mcfattertechnicalcollege.edu

The School Board of Broward County, Florida

Dr. Rosalind Osgood, *Chair*
Abby M. Freedman, *Vice Chair*

Robin Bartleman | Heather P. Brinkworth
Patricia Good | Donna P. Korn
Laurie Rich Levinson | Ann Murray | Nora Rupert

Robert W. Runcie
Superintendent of Schools

MCFATTER TECHNICAL COLLEGE AND HIGH SCHOOL

Jeanette L. Johnson, *Director*

Ellen J. Albano, *Assistant Director*
Cara A. Daniel, *Assistant Director*
Larry Rothman, *Assistant Director*

The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender identity, gender expression, national origin, marital status, race, religion, sex or sexual orientation. Individuals who wish to file a discrimination and/or harassment complaint may call the Director, Equal Educational Opportunities/ADA Compliance Department at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.

Individuals with disabilities requesting accommodations under the Americans with Disabilities Act Amendments Act of 2008, (ADAAA), may call Equal Educational Opportunities/ADA Compliance Department at 754-321-2150 or Teletype Machine (TTY) 754-321-2158.