

# 2018 Catalog 2019

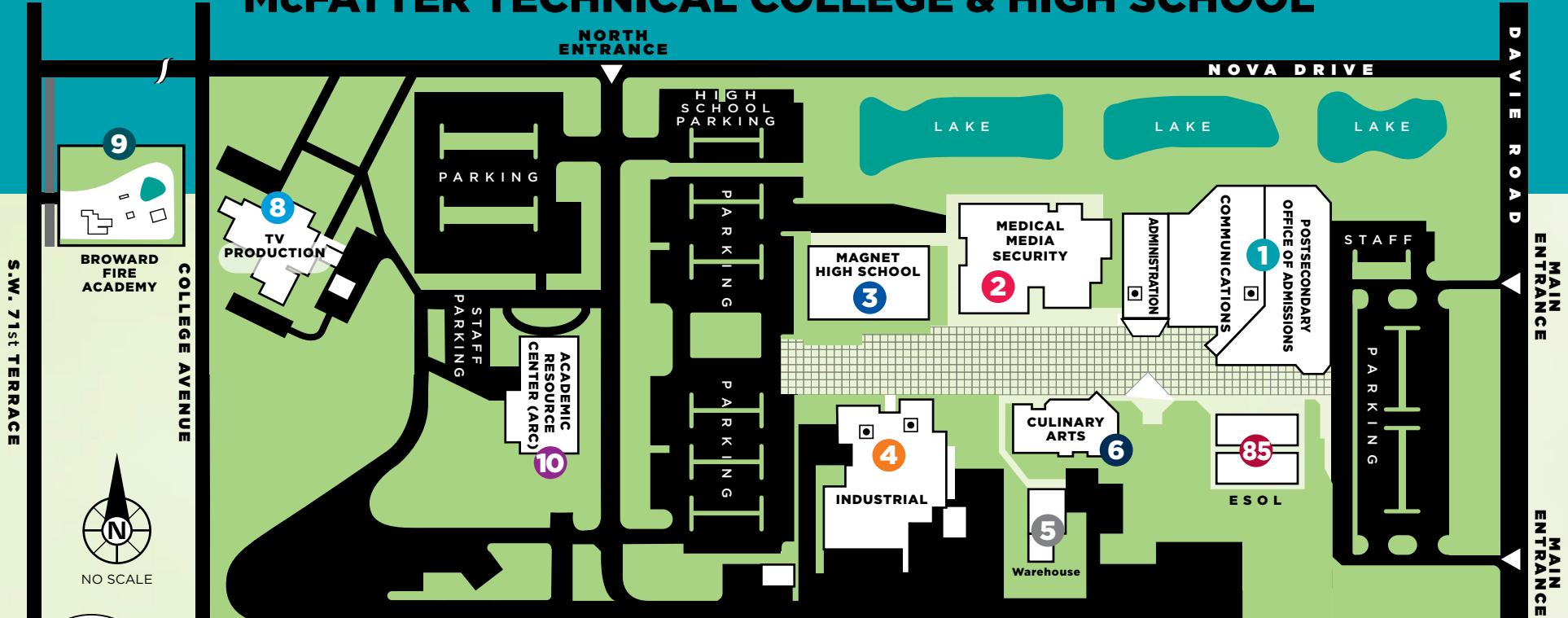
6500 Nova Drive | Davie, FL 33317 | 754.321.5700 Phone | 754.321.5980 Fax | [www.mcfattertechnicalcollege.edu](http://www.mcfattertechnicalcollege.edu)



**McFatter Technical College & High School**

**Where Your Next Chapter Begins...**

# McFATTER TECHNICAL COLLEGE & HIGH SCHOOL



## CAMPUS SITE MAP



McFatter Technical  
College & High School  
Main Campus  
6500 Nova Drive • Davie, FL 33317

**1** ADMINISTRATION BUILDING  
Rooms 100-149  
 Administrators' Offices

**COMMUNICATIONS**  
 Digital Media/Multimedia Design  
 Digital Photography Technology  
 Digital Printing Technology  
 Graphic Communications and  
Printing Technology

**EDUCATION & TRAINING**  
 Principles of Teaching

**INFORMATION TECHNOLOGY**  
 Applied Cybersecurity  
 Cloud Computing & Virtualization  
 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 Technician  
 Pharmacy Technician - ATD  
 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  
Technology Technician  
 Automotive Service Technology  
 Drafting  
 Marine Service Technologies  
 Welding Technology  
 Welding Technology - Advanced

**5** **RECEIVING / FACILITIES**  
Rooms 500-508

**6** **CULINARY ARTS BUILDING**  
Rooms 600-618  
 High School Guidance  
 Baking & Pastry Arts  
 Bistro  
 Cafe/Cafeteria  
 Chef's Table

Professional Culinary Arts & Hospitality  
 Culinary Vegetarian & Plant-Based Specialty  
 Early Childhood Education

**85** **INTERNATIONAL VILLAGE (ESOL)**  
Rooms 850-863  
 ESOL - English for Speakers  
of Other Languages

**8** **TELEVISION PRODUCTION TECHNOLOGY/**  
**BECON**, 6600 Nova Drive, Davie, FL 33317

**9** **BROWARD FIRE ACADEMY CAMPUS**  
Located West of Main Campus-  
2600 S.W. 71 Terrace, Davie, FL 33314  
 Emergency Medical Technician - ATD  
 Fire Fighter I/II

**10** **ACADEMIC RESOURCE CENTER (ARC)**  
6596 Nova Drive, Davie, FL 33317  
 AAAE - Advanced Academics  
for Adult Education  
 ABE - Adult Basic Education  
 GED® - General Educational Development  
 Career Placement  
 School Resource Officer



## McFatter Technical College and High School Administration

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.  
Prices published in this catalog are for Florida residents. Fees are subject to change without notice.*



## About McFatter Technical College



**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.**

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 thirty-five program areas. 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, distance, hybrid or face-to-face delivery.

## Accreditations/Approvals

### ■ Accredited by the Commission of the Council on Occupational Education (COE)

770.396.3898 | 800.917.2081  
FAX: 770.396.3790

McFatter Technical College is accredited by the accrediting commission of the Council on Occupational Education  
7840 Roswell Road, NE,  
Building 300, Suite 325  
Atlanta, GA 30350  
770.396.3898 • 800.917.2081  
[www.council.org](http://www.council.org)

### ■ AdvancED

Alpharetta Office  
9115 Westside Parkway  
Alpharetta, GA 30009  
(888) 413-3699  
[www.advanc-ed.org](http://www.advanc-ed.org)

### ■ American Welding Society

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

### ■ Commission of Allied Health Education Programs

■ Dental Lab Technology  
American Dental Association Commission on Dental Accreditation

### ■ Department of Veterans' Affairs Bureau of State Approving for Veterans' Benefits (VA)

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



### ■ Florida Board of Nursing

### ■ Florida Department of Education

### ■ Graphic Communications & Printing Technology

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

### ■ Pharmacy Technician

American Society of Health-System Pharmacists  
ACPE- Accreditation Council  
for Pharmacy Education

4500 East-West Hwy  
Suite 900  
Bethesda MD, 20814



### ■ 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](http://www.acenursing.org)



### ■ Professional Culinary Arts & Hospitality

American Culinary Federation  
Education Foundation  
(ACFEF) Accrediting Commission  
180 Center Place Way  
St. Augustine, FL 32095  
800.624.9458

# Office of Admissions

## Student Advisement

### For additional information contact the appropriate individual listed below:

**Franzie Williams**  
Department Chair, Office of Admissions Director  
(754) 321-5732  
[franzie.williams@browardschools.com](mailto:franzie.williams@browardschools.com)

- High School • Postsecondary
- Baking and Pastry Arts
- Culinary Creations
- Culinary Vegetarian & Plant based Specialty
- Digital Photography Technology
- Professional Culinary Arts & Hospitality
- Television Production Technology

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**Mary Barone**  
Certified School Counselor  
(754) 321-5840  
[mary.barone@browardschools.com](mailto:mary.barone@browardschools.com)

- Applied Cybersecurity
- Automotive Collision Technology Technician
- Automotive Service Technology
- Digital Media/Multimedia Design
- Digital Printing Technology
- Drafting
- Game/Simulation/Animation Programming
- Graphic Communications and Printing Technology
- Java Development and Programming
- Marine Service Technologies
- Network Support Services
- Web Development
- Welding Technology
- Welding Technology/Advanced

**Meghan Emerson**  
Certified School Counselor  
(754) 321-5891  
[meghan.emerson@browardschools.com](mailto:meghan.emerson@browardschools.com)

- Accounting Operations
- Administrative Office Specialist
- Dental Laboratory Technology
- Electrocardiograph Technology (EKG)
- Legal Administrative Specialist
- Medical Administrative Specialist
- Medical Assisting
- Optometric Assisting
- Pharmacy Technician - ATD\* Program

**BFA**  
Broward Fire Academy  
(Located at: 2600 SW 71st Terrace, Davie, FL 33314)  
(754) 321-1300

- Firefighter I/II
- Emergency Medical Technician (EMT) - ATD\* Program

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**Virginia Scheppa**  
Postsecondary ESE Specialist  
(754) 321-5822  
[virginia.scheppa@browardschools.com](mailto:virginia.scheppa@browardschools.com)

- Disability Services
- GED®: State of Florida High School Diploma

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**Rachel Victor**  
Certified School Counselor  
(754) 321-5753  
[rachel.victor@browardschools.com](mailto:rachel.victor@browardschools.com)

- Career Dual Enrollment
- Early Childhood Education
- Forklift Certification
- Nursing Assistant (Articulated)
- Patient Care Technician
- Practical Nursing
- Principles of Teaching



## Office of Student Affairs

Roger Barnhart  
Director, Student Affairs Department  
(754) 321-5774  
[roger.barnhart@browardschools.com](mailto:roger.barnhart@browardschools.com)

- Alumni Services
- Bookstore
- Employment Services
- Financial Aid
- Industry Credentialing
- International Students
- Marketing & Recruiting
- Registration
- Student Information Systems
- Testing & Intervention Services
- Veterans Students

Vera Fernandez, International Student Advisor  
(754) 321-5737  
[vera.alvarez@browardschools.com](mailto:vera.alvarez@browardschools.com)

Kevin Frye, Testing Facilitator  
(754) 321-5812  
[kevin.frye@browardschools.com](mailto:kevin.frye@browardschools.com)

Jill Holste, Employment Service Specialist  
(754) 321-5737  
[jill.holste@browardschools.com](mailto:jill.holste@browardschools.com)

Judith Kane, Financial Aid Director  
(754) 321-5738  
[Judith.kane@browardschools.com](mailto:Judith.kane@browardschools.com)

Jennifer Long, Alumni Coordinator  
(754) 321-5802  
[jennifer.long@browardschools.com](mailto:jennifer.long@browardschools.com)

Ludny Maxwell, Financial Aid Advisor  
(754) 321-5804  
[ludny.maxwell@browardschools.com](mailto:ludny.maxwell@browardschools.com)

Steven Perry, Employment Service Advisor  
(754) 321-5750  
[steven.perry@browardschools.com](mailto:steven.perry@browardschools.com)

Maggie Remek, Recruiter  
(754) 321-5844  
[maggie.remek@browardschools.com](mailto:maggie.remek@browardschools.com)

Joanne Santana, Veteran's Certifying Official  
(954) 614-1608  
[joanne.santana@browardschools.com](mailto:joanne.santana@browardschools.com)

Preston Selvanik, Employment Service Specialist  
(754) 321-5750  
[preston.selvanik@browardschools.com](mailto:preston.selvanik@browardschools.com)

## Department Secretaries

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

**Adult General Education** (754) 321-5768

**Architecture & Construction** (754) 321-5845

**Arts, A/V Technology & Communications** (754) 321-5870

**Broward Fire Academy** (754) 321-1300

**Business Management & Administration** (754) 321-5835

**Education & Training** (754) 321-5734

**English for Speakers of Other Languages (ESOL)** (754) 321-5837

**General Education Development (GED®)** (754) 321-5891

**Health Science** (754) 321-5741

**Hospitality & Tourism** (754) 321-5710

**Information Technology** (754) 321-5734

**Manufacturing** (754) 321-5845

**Transportation, Distribution & Logistics** (754) 321-5845

# General Information

## Admissions

### Eligibility

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

McFatter Technical College (MTC) admits postsecondary students who have completed their secondary school education, or who are 16 years of age or older and have officially withdrawn from high school.

### Admissions Requirements

Schedule the Tests of Adult Basic Education (see Testing) or provide official documentation for a TABE exemption (see Basic Skills Exemption) to your program counselor.

Schedule an appointment with your program counselor/advisor for TABE results and/or a program specific orientation. Please note, programs under the following career clusters may have additional requirements for program admission:

- Education & Training
- Law, Public Safety & Security
- Health Science
- Information Technology

Register for classes during open enrollment. Please be advised that registration runs on a first come, first served basis.

*For additional information, please contact the Office of Admissions at (754) 321-5700.*

### 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 skills level in reading, math and language. The State of Florida Department of Education Curriculum Frameworks has established the minimum standards for each program. Students who do not meet the minimum skill 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 \$15.00 non-refundable assessment fee for testing.

### Testing Schedule:

Tuesday & Thursday	8:00 am
Tuesday	5:00 pm

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

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

Please bring a jacket or sweater and photo ID.

### Basic Skills Requirements and Program Prerequisites

Individuals interested in enrolling in a career and technical program must take the TABE (Tests of Adult Basic Education) academic assessment, unless exemption criteria have been met.

There is a fee for the initial assessment. Once results are received, students meet with a program counselor/advisor to discuss educational options.

State Board policies provide for testing exemptions. Please see your counselor/advisor for the most current exemption policies.

In addition, per State Board Rule 6A-10.040, Section 4, a student may apply for a waiver for meeting the minimum basic skills for the technical program in which they are enrolled. This provision allows for program completion by students with disabilities who meet the requirements of their career education program, even if they cannot meet the basic skills requirements. Program prerequisites may vary because of occupational requirements, School Board policy, and/or licensing regulations. Licensure programs that require a high school diploma or equivalent for entry do not accept correspondence diplomas or diplomas from non-accredited schools.

In accordance with requirements set forth by the Joint Commission and the Jessica Lunsford Act, students applying for entrance to any health science education program that requires a clinical experience in a hospital, nursing home, or other health care facility must submit to a Level II criminal background check and a drug screening test. The applicant is responsible for paying the costs of both tests. The results of these tests may prevent the applicant from entering the program. The denial of entry into a program would be necessary due to the student's inability to access clinical

facilities for training purposes required as a part of the instructional program. In addition to the background check and drug screening, all students registering for any of the Health Science programs are required to have current immunizations and a yearly physical examination. Other programs may also require drug screenings or fees for liability or other insurance. Applicants are responsible for paying these costs.

### 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 their 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.

### 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 his/her instructor and meeting with the appropriate program counselor to discuss the admissions process for his/her newly selected program.

## General Information (continued)

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.

### Services for Students

#### Counseling

Office of Admissions staff members assist prospective and current students with general information, career-related, school-related and personal concerns. The general objective is to provide students with services necessary to make informed career choices and successfully complete their occupational education.

#### Disability Services

As an Equal Access/Equal Opportunity Institution, McFatter Technical College assures students with disabilities equal

access to all activities and programs as described in Section 504 and 508 of the Rehabilitation Act of 1973 and in compliance with the Americans with Disabilities Act Amendments Act of 2008 (ADAAA).

Disclosure of a disability is voluntary. To be eligible for services and accommodations, a student must provide appropriate and current (within 5 years) documentation to the Disability Services Office.

#### Media Center

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

#### Orientation to Technology

Orientation to technology is scheduled for students, at the request of their instructor, and is presented by the Media Center personnel throughout the year. Media Center personnel also provide assistance to staff and students with electronic equipment, software, computer scheduling, and maintenance of equipment. Additionally, the Learning Lab in the Adult Resource Center (ARC) has personnel available to assist Adult General Education (AGE) students who are in need of technical support with the online Learning Management System.

#### Career Center

The Career Center provides a space for community conversation and collaboration to students, alumni, and employers. Our Career Center staff members provide the following services:

resume building and revision, job/career search, employability skills training, mock interviews, networking, and a variety of workshops.

#### Career Services

An Employment Specialist is available to assist students and alumni in finding employment opportunities. The student's or alumni's abilities, aptitudes and interests will be carefully assessed to ensure successful employment. College Central Network is the primary job posting service for McFatter Technical College: <http://www.collegecentral.com/mcfattertech>.

#### Graduation

Graduation is held annually in June to acknowledge program completers. Students who complete their program within the school year are invited to participate in the ceremony.

#### Alumni Association

Be in touch. Be connected. Be involved. The Alumni Association offers MTC Alumni a larger networking base and continued support after graduation. The Alumni Coordinator offers the following opportunities: workshops/seminars, social/professional network events, registration in the Alumni Directory, and access to Career Services.

#### Veterans Education

##### Veterans Educational Benefits

Pursuant to Florida Statute 295.125.(2), 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 at [www.gibill.va.gov](http://www.gibill.va.gov). For information pertaining to the college's VA approved programs, standards or progress, attendance, transcript requirements, and the processing of paperwork, contact the Veterans Certifying Official at 954-614-1608.

Most programs are approved for veterans training. If you are receiving Veterans Educational Benefits, see the Veterans Certifying Official before registering for any program on an eLearning component.

The Department of Veterans Affairs will only provide educational benefits for the length of time listed on the Florida Department of Education's Program Curriculum Frameworks and within the advertised hours in the school's catalog. If a student's enrollment exceeds these hours, the student will be financially responsible for any additional tuition and fees.

#### 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.

## General Information (continued)

### Attendance Policy for VA Students

Per the Department of Veteran Affairs (VA) Policy, veterans enrolled in non-college degree (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.

### 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. International students

are not eligible for annual vacation such as summer break.

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.

### 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.

### Attendance Policy for International Students

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 and Exchange Visitor Information System (SEVIS) for unsatisfactory attendance. Two (2) additional absences may be allowed for death in family, illness or hospitalization with appropriate documentation. Refer to Student Handbook "Student Acknowledgements".

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 does not offer financial aid packages to international students.

### Financial Information

#### Tuition and Fees

Tuition and fees charged for enrollment in programs/courses are established by the Florida Legislature and are in accordance with a schedule adopted by Broward County Public Schools. Registration, activity, supply, and insurance fees are included in the calculation of program costs. Books and supplies are separate. Published tuition and fees are for Florida residents; non-Florida resident tuition and fees are calculated at a higher rate. Tuition and fees are subject to change without notice.

### Florida Residency Requirements for Tuition Purposes

Florida Residency for Tuition Purposes refers to whether the applicant is an in-state Florida resident or an out-of-state resident, and this classification determines tuition cost as defined by Florida State Statute 1009.21 and the State Board of Education Rule 6A-10.044. To be eligible for in-state tuition, applicants to Certificate or Applied Technology Diploma programs or their parents must have established and maintained legal residency in Florida for at least 12 consecutive months immediately prior to the first day of class. Tuition for out-of-state students is calculated at a higher rate. All applicants must complete the Florida Residency Declaration for Tuition Purposes form and submit the required supporting documents. Registration, activity, books, supply and insurance fees are in addition to tuition and are included in the calculation of the total program costs.

Effective July 1, 2014, House Bill 851 affords students who attended a Florida secondary school for three (3) consecutive years before graduation – regardless of immigration status – the opportunity to pursue higher education at in-state tuition rates, should they apply for admission within 24 months after graduation.

In cases where the applicant is deemed as an out-of-state resident, he/she may appeal the residency classification decision. Broward Technical Colleges' institutional appeal process requires applicants to submit a Florida Residency Classification Appeal form, supporting documentation, and a signed Release of information form to the program counselor/advisor within ten (10) school days of the denial. The decision of the Residency Appeal Committee will be

## General Information (continued)

rendered to the applicant within thirty (30) school days in writing and is final for the term. The Residency Appeal Committee consists of an Admissions Director, Office of Student Affairs Director and program counselor/advisor and Assistant Director.

### Financial Assistance

Financial assistance 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. The following financial assistance programs may be available to students depending on the course of study:

- Community Agencies
- Federal Pell Grant
- Federal Supplemental Educational Opportunity Grant (FSEOG)
- Fee Waivers
- Financial Aid Fee Trust Fund (FAFTF)
- Florida Student Assistance Grant (FSAG)
- Scholarships
- Veterans' Educational Benefits
- Vocational Rehabilitation Services

### Methods of Payment

Registration, tuition and testing fees may be paid with cash, debit card, MasterCard or Visa. The college is not permitted to cash personal checks.

### 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.

### 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 Adult Student Conduct and Discipline Code.
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.
9. 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.

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

10. 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.

## Instructional Policies

### Program Delivery Methods

**Traditional** - 100% classroom based.

**Hybrid** - Less than 50% of required instructional hours available via distance education.

**Distance** - 50% or more of required instructional hours available via distance education.

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 program.

### Attendance Policy

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.

## General Information (continued)

### ABE, GED®, AAAE & ESOL

The following attendance policy has been established by the Department of Education and is in effect for the 2018-2019 Workforce Education year:

- A student must be withdrawn after being absent for seven (6) 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

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.

### E-Learning Programs

Each E-Learning 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.

### 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.

### Authorized Leave

Students may apply for one (1) authorized leave through their program administrator each year. The maximum length of time for the leave is the remainder of the current enrollment period. Students must clear all financial obligations before an authorized leave is approved.

### 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.

### 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

## General Information (continued)

### 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 chair.

### Grade Forgiveness

Grade forgiveness may be used for students who receive a D or F in a course (by giving them the opportunity to retake the course). This preserves their eligibility to articulate the Technical College Courses for college credit per the Statewide Articulation Agreements and program completion.

### 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.

### 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.

### 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.

### 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  
7840 Roswell Road NE  
Building 300, Suite 325  
Atlanta, GA 30350  
770.396.3898 or 800.917.2081  
[www.council.org](http://www.council.org)

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

### 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

### 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 54 for identified industry certification exams.



# William T. McFatter Technical High School



## Magnet High School

William T. McFatter Technical High School is open to qualified students. Acceptance into the Magnet Program is based on academic performance and a random selection process. Exceptional education students with disabilities must meet magnet school ADMISSIONS REQUIREMENTS that will ensure the students' success in the magnet program. All students must have a Level 3 or greater FSA 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](http://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.

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 FSA and/or EOC taken the previous school year.
- Magnet students are expected to maintain a 2.5 GPA.



## High School (continued)



### Special Highlights

- Coalition of Essential Schools
- 4 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, 2013-2018
- US News & World Report Gold Medal winner in the "Best High Schools in America"
- US News & World Report-#41 Florida's Best High School; #89 Nationally Magnet 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 2001-2018
- 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 #632 Nationally, #60 in Florida
- 3 Questbridge Scholars finalists 2014, 2016 & 2017
- National Wildlife Federation Eco School - Eco Hero and Silver Award 2014, Green Flag Award 2015, P-3 Eco Challenge Overall Achievement Award Winner 2015
- Posse Foundation Scholar Finalist 2017



### High School Student Services Staff

#### Attendance

754-321-5702

#### Andrea Jackson

ESE Specialist

[andrea.jackson@browardschools.com](mailto:andrea.jackson@browardschools.com)

754-321-5777

#### Information Management Specialist

754-321-5721

#### Dr. Nohemy Paz

Counselor, Class of 2019

[nohemy.paz@browardschools.com](mailto:nohemy.paz@browardschools.com)

754-321-5740

#### Magnet Office

754-321-5718

#### Transportation

754-321-5785

#### Lillie Henry

Magnet Coordinator

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754-321-5748

#### Juliet-Ann Olagbemi

Counselor, Class of 2020

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754-321-5746

#### Deborah Bluth

Counselor, Class of 2021

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754-321-5854

#### Tamika Fussell

Counselor, Class of 2022

[tamika.fussell@browardschools.com](mailto:tamika.fussell@browardschools.com)

754-321-5813

## Adult Basic Education

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

\$15.00 Initial Testing Fee    \$20.00 Activity Fee once per school year

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
- Action Steps to Employment

### PREREQUISITES

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



## Applied Academics for Adult Education

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

\$15.00 Initial Testing Fee    \$20.00 Activity Fee once per school year

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
- Complementary Skills
- Basic Computer Literacy
- Action Steps to Employment

Preparation

- Other related Instruction
  - Action Steps to Employment
  - Tests of Essential Skills (TEAS)

### PREREQUISITES

- Tests of Adult Basic Education (TABE)

## ESOL - English for Speakers of Other Languages

HABLAMOS ESPAÑOL / PARLONS FRANÇAIS

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

\$15.00 Initial Testing Fee    \$20.00 Activity Fee once per school year

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/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.

The Council on Occupational Education (COE) does not accredit avocational programs such as ESOL, ABE, GED®, or AAAE. In addition, these programs do not qualify for Title IV financial aid assistance.

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

Monday-Friday	8:30 am - 11:30 am	\$30 each trimester
Monday-Friday (ONLINE)	12:00 noon - 3:00 pm	\$30 each trimester
	12 hours per week	\$30 each trimester
<i>Hybrid: Less than 50% of required instructional hours available via distance education</i>		
<i>Distance Education: 50% or more of required instructional hours available via distance education</i>		
\$15.00 Initial Testing Fee    \$20.00 Activity 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)

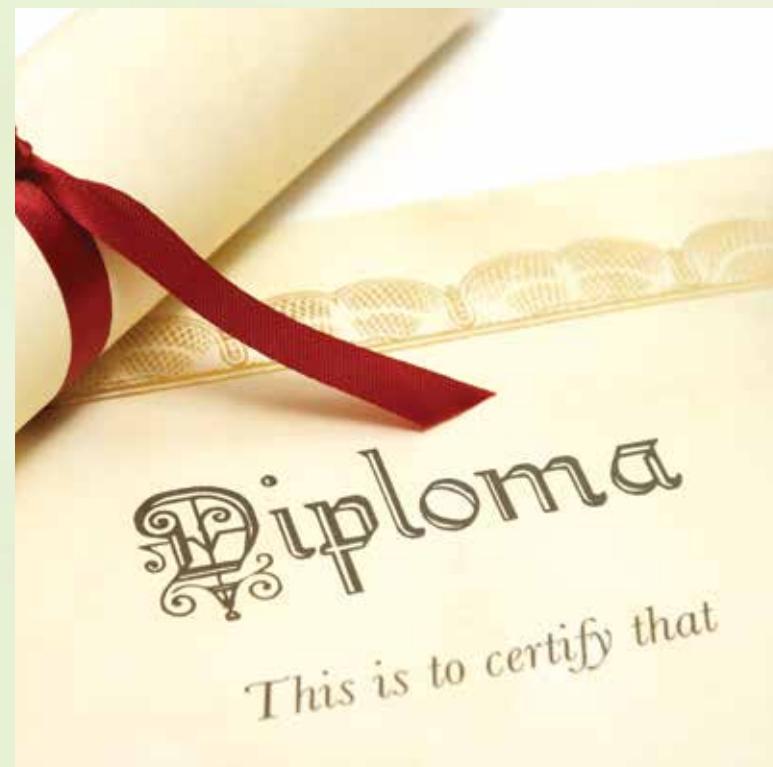
Registration for the GED® Test is open to anyone 18 and older. It is strongly recommended that any adult interested in registering for the GED® Test take the TABE prior to registering for the GED® Test. The TABE is a placement test that will assess your skills in reading, math, and language which will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

"GED® is a registered trademark of the American Council on Education (ACE) and administered exclusively by GED Testing Service LLC under license. This material [or content] is not endorsed or approved by ACE or GED Testing Service." The council on Occupational Education (COE) does not accredit avocational programs such as ESOL, ABE, GED®, or AAAE. In addition, these programs do not qualify for Title IV financial aid assistance.

### 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



# Accounting Operations

900 Hours/9 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 \$2937 (Please see page 53 for details.)



If you are interested in building a foundation of skills and knowledge to become employed in the accounting and business field, then this is the program for you!

Through the Accounting Operations program, you will receive training in accounting principles, methods of recording and analyzing business transactions, and preparing financial statements, records and forms. Students will be introduced to the process of data entry into accounting software programs, which includes the preparation, presentation and analysis of financial reports. Accounting skills are taught manually and through the use of accounting software.

Classes are held in the Industrial Building and consist of classroom instruction and hands-on training. The classroom is equipped with the latest technology to deliver the program curriculum.

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Accounting Clerk
- Payroll Specialist
- Bookkeeper
- Administrative Service Specialist
- Office Support Specialist

## INDUSTRY CERTIFICATION AND LICENSURE

- QuickBooks Certified User
- Microsoft Office Specialist (MOS) Bundle Certification

## 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

*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 \$3,339 (Please see page 53 for details.)*



The Administrative Office Specialist program expands beyond the traditional role of an Administrative Assistant. This program will provide you with the skills and training necessary to launch into a career in the business world.

Through state-approved coursework, you will develop communication skills, higher-level thinking and decision making skills as well as learn office procedures, advanced features of business software applications, administrative and financial functions, document production, and new technologies. Students will produce high quality portfolios as they progress through this program.

Classes are held in the Industrial Building and consist of classroom instruction and hands-on training. The classroom is equipped with the latest technology to deliver the program curriculum.

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Office Administrator
- Office Support Specialist
- Program Specialist
- Administrative Service Specialist

## INDUSTRY CERTIFICATION AND LICENSURE

- Microsoft Office Specialist (MOS) Bundle Certification

### 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 \$3,509 (Please see page 53 for details.)*



Applied Cybersecurity is a hands-on program that will give students real-world security scenarios. Through this program, students will learn to identify security threats, protect computers from hackers and malware, and secure wireless networks. Instruction will focus on how to secure residential as well as business computers, and fill the demand at public and private companies to address internet security concerns in today's world. The state approved course content includes foundational knowledge and skills in computer and network security, security vulnerabilities, attack mechanisms and techniques, intrusion detection and prevention, cryptographic systems, system hardening, risk identifications, incident response, penetration testing, key management, access control, and recovery. Specialized courses focus on database security, planning and analysis, software, and web security.

Throughout this program, students will prepare for Security+ and nationally recognized security industry certifications. Students will also review and study for Cybersecurity Analyst+ (CySA+)

This program is offered primarily online, so students must have access to a computer with high-speed internet, 8GB of RAM, and 500GB of hard drive free space. The coursework and applications used are compatible with Windows 7 or higher.

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## ADDITIONAL ADMISSION REQUIREMENTS

Schedule the Tests of Adult Basic Education (TABE) (\$15). Applicants must complete an Online Readiness Assessment during their scheduled TABE appointment. Applicants must have a Certificate of Completion in the Network Support Services Program or certification in CompTia A+ and Network+ or CCNA. May substitute comparable experience in place of the aforementioned prerequisites with assessment of knowledge before admission.

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Cybersecurity Associate
- Information Security Manager

## INDUSTRY CERTIFICATION AND LICENSURE

- CompTia Security+
- Cybersecurity Analyst+ (CySA+)

## COURSE LIST

- CTS0018 CYBERSECURITY ASSOCIATE
- CTS0019 INFORMATION SECURITY MANAGER



# Automotive Collision Technology Technician

1400 Hours/14 Months

*Traditional: 100% classroom-based*

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

*Approximate total program cost \$5,214 (Please see page 53 for details.)*



The Automotive Collision Technology Technician program at McFatter Technical College goes beyond a simple body shop repair program. It is considered by many to be a study in physics and chemistry, while others consider the end-result as a “work of art or even a masterpiece!” Students are taught the Technology skills by experts in the field who are fully certified with years of experience. Students are exposed to both theory and hands-on activities in order to prove their competency. The classroom and shop are equipped with the latest equipment and systems, so students will learn on industry standards such as: Car-O-Liner, CTR- 1200 -Spot Welder, Water Born & Chroma Max Paint System. In this program, students are expected to maintain serious and professional attitudes in order to train for a career and obtain meaningful employment.

The Automotive Collision Technology Technician program is delivered in the Industrial Building. Students will receive hands-on training in the shop/lab area.

## ACCREDITATION

National Automotive Technician Education Foundation (NATEF)

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- OEM Dealerships
- Independent shops
- Auto parts stores
- Insurance companies
- Salvage yards
- Paint supply stores

## INDUSTRY CERTIFICATION AND LICENSURE

- Automotive Service Excellence (ASE)

## COURSE LIST

■ ARRO140	AUTOMOTIVE COLLISION REPAIR AND REFINISHING HELPER/ASSISTANT
■ ARRO141	AUTOMOTIVE COLLISION REFINISHING TECHNICIAN
■ ARRO312	NON-STRUCTURAL DAMAGE REPAIR TECHNICIAN
■ ARRO022	DAMAGE ANALYSIS AND ESTIMATING
■ ARRO112	AUTOMOTIVE COLLISION WELDING, CUTTING AND JOINING
■ ARRO295	STRUCTURAL DAMAGE REPAIR TECHNICIAN



# 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, April and June

Approximate total program cost \$6,414 (Please see page 53 for details.)



Do you have an interest in cars and repairing and maintaining your own vehicle? Are you good with your hands, as well as successful at reading and following instructions? Then consider becoming trained in the high demand automotive maintenance and repair industry, which offers a promising future.

The Automotive Service Technology program at McFatter Technical College offers its students the training necessary to obtain a career in the automotive service and repair arena. Students will develop the foundation required to maintain, repair, diagnose, or replace automotive systems and their components. Through theory, lectures, demonstrations, hands-on activities, and online components, students are given all the "tools" needed for success.

The program is delivered in the Industrial Building. Students will receive instruction in the classroom and will practice hands-on skills in the shop/lab area. The classroom and shop/lab are equipped with the latest tools and equipment to deliver the State/NATEF approved curriculum. Graduates of this program are expected to obtain employment in the automotive service industry or continue to a higher level of education.

## ACCREDITATION

National Automotive Technician Education Foundation (NATEF)

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Maintenance & Light Repair Technician
- Quick Service/Apprentice Technician
- Auto Parts Counter Sales
- Brake Technician
- Steering & Suspension Technician
- Tire/Wheel Alignment Technician
- Heat & Air Conditioning Technician
- Engine/Performance Technician
- Transmission/Driveline Technician
- Service Advisor Specialist
- Service/Shop Manager
- OEM/Independent Technician

## INDUSTRY CERTIFICATION AND LICENSURE

- Automotive Service Excellence (ASE)

## COURSE LIST

- AERO014 AUTOMOBILE SERVICES ASSISTOR
- AERO110 ENGINE REPAIR TECHNICIAN
- AERO257 AUTOMATIC TRANSMISSION and TRANSAXLE TECHNICIAN
- AERO274 MANUAL DRIVETRAIN and AXLE TECHNICIAN
- AERO453 AUTOMOBILE SUSPENSION and STEERING TECHNICIAN
- AERO418 AUTOMOTIVE BRAKE SYSTEM TECHNICIAN
- AERO360 AUTOMOTIVE ELECTRICAL/ELECTRONIC SYSTEM TECHNICIAN
- AERO172 AUTOMOTIVE HEATING and AIR CONDITIONING TECHNICIAN
- AERO503 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: 1 time a year, in January*

*Approximate total program cost \$2,269 (Please see page 53 for details.)*

Few careers are as “sweet” as those of a pastry chef, and everyone enjoys a wonderful dessert at the end of any meal. If you are creative and detail-oriented, McFatter’s Baking and Pastry Arts program may be for you. Learn how to create breads, pastries and desserts that look as beautiful as they taste! In addition to learning specific food preparation techniques, learn how to measure correctly, mix and blend and make your creations visually appealing - all necessary skills for the pastry chef. Take the first step toward receiving credit for that meal-ending dessert that wows the crowd! Baking and Pastry Arts is a hybrid class. Hands-on activities are completed in our state of the art, full production commercial kitchens (labs) on campus in Building 6. Academic activities and sanitation (ServSafe) are a blend of lectures, videos, demonstrations and online curriculum.

### ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

### EMPLOYMENT OPPORTUNITIES

- Baker
- Assistant Baker
- Commercial Baker
- Professional Pastry Art Baker

### INDUSTRY CERTIFICATION AND LICENSURE

- ServSafe



### COURSE LIST

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



## Culinary Vegetarian & Plant Based Specialty

600 Hours/6 Months

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

*PROGRAM FREQUENCY: 1 time a year in August*

*Approximate total program cost \$2,517 (Please see page 53 for details.)*



One of the hottest growing trends is plant-based cooking and because of that professionally trained plant-based chefs are now in demand. If your passion is to prepare wholesome, nourishing foods, your talents are needed in modern professional plant-based kitchens. Culinary Vegetarian & Plant Based Specialty is a hybrid class. Hands-on activities are completed in our state of the art, full production commercial kitchens (labs) on campus in building 6. Academic activities and sanitation (ServSafe) are a blend of lectures, videos, demonstrations and online curriculum.

Learn what it takes to succeed with new-found knowledge focusing on preparation, presentation, and choosing nutritionally sound ingredients/cooking methods while using a variety of whole natural foods. This course prepares students for employment in the plant-based food industry and will be the catalyst to a healthier personal lifestyle. Come explore the world of plant-based cooking and become inspired to let your creativity shine.

### ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

### EMPLOYMENT OPPORTUNITIES

- Chef
- Food Preparation Worker
- Restaurant Cook
- Nutritional Services (Health Care) Cook
- Private Chef

### COURSE LIST

■ FSS0211	VEGETARIAN FOOD PREPARATION
■ FSS0212	VEGETARIAN RESTAURANT COOKING



# Dental Laboratory Technology

2040 Hours/18 Months

*Traditional: 100% of required instructional hours available in classroom, lab or externship.*

*PROGRAM FREQUENCY: 2 times a year, August and January*

*Approximate total program cost \$6,937 (Please see page 53 for details.)*



Are you looking for a career with high earning potential and flexibility? The Dental Laboratory Technology program is the program for you. If you are creative, detail-oriented, like to work with your hands and can distinguish between subtle shades of color, you can enter a rewarding field. Nothing is more satisfying than knowing you put a beautiful smile on someone's face.

Employment opportunities are available nationwide. You can work for a dental laboratory or you can own one.

The dental laboratory classroom is located in the Medical Building (Building 2), and is designed with equipment to provide hands-on training with the tools you will use in the workplace.

## ACCREDITATION

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

## ADDITIONAL ADMISSIONS REQUIREMENTS

High School Diploma or GED® and  
physical examination and immunization  
record

## ARTICULATION

Upon completion of the program  
and meeting eligibility requirements,  
students may be awarded credits  
toward an Associate of Science (A.S.)  
Degree or Associate of Applied Science  
(A.A.S.) Degree at selected Florida  
state colleges.

## EMPLOYMENT OPPORTUNITIES

■ Dental Laboratories

## INDUSTRY CERTIFICATION AND LICENSURE

■ Certified Dental Technician  
(Registered Graduate)

## COURSE LIST

- DTE0400 ORIENTATION TO DENTAL LABORATORY TECHNOLOGY
- DEA0705 DENTURE TECHNICIAN 1
- DEA0713 DENTURE TECHNICIAN 2
- DEA0706 ADVANCED DENTURE TECHNICIAN
- DEA0709 CROWN and BRIDGE TECHNICIAN
- DEA0710 CERAMIC TECHNICIAN
- DTE0451 IMPLANT, ATTACHMENT & HYBRID RESTORATION TECHNICIAN
- DTE0481 MASTER 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, April and June

Approximate total program cost \$3,990 (Please see page 53 for details.)

Digital Media/Multimedia Design offers a sequence of courses that provide industry relevant project work to prepare students for positions within fields such as Print or Web Design, Digital Photography, Videography and Video/Audio Editing. This course develops an artistic proficiency in which the student uses Photoshop, Illustrator, InDesign, Audition, Premiere Pro as well as Adobe Animate to create interactive animated web content. This is a hands-on program that provides students with the skills necessary for the design and production of websites, corporate branding, print marketing, as well as website and web-based video content. Students will create their own industry-ready online portfolio using WordPress to showcase all the design skills required to get started in the design industry.

Classroom Location: Communications Building, Room 147.

Software Requirements: Adobe Creative Cloud Subscription, Mac or PC computer.

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Multimedia Designer
- Publications Designer
- 2d Animator
- Video Editor
- Web Designer
- Graphic Designer

## INDUSTRY CERTIFICATION AND LICENSURE

- Adobe Photoshop CC
- Adobe InDesign CC
- Adobe Illustrator CC
- Adobe Premiere Pro CC
- Adobe Animate CC

## COURSE LIST

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



# 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 \$3,547 (Please see page 53 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, Premiere, and iMovie. 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. Through the use of books, videos and demonstrations about digital photography, students develop proficiency in the use of: Exposure controls, compositional elements of design, lighting techniques, media presentations, iMovie, high dynamic range (HDR) images. Additional activities in the Digital Photography program include: digital imaging, scanning film and prints, image manipulation using Adobe Photoshop® software, digital video. The Digital Photography Technology classroom is located in the Communications building and includes multiple studios and Mac computers.

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Multimedia Designer
- Commercial Studio Photographer
- School Photographer
- Freelance Photographer
- Still Life Photographer
- Photojournalist
- Science Photographer
- Nature Photographer
- Advertising Photographer
- Video Editor

## INDUSTRY CERTIFICATION AND LICENSURE

- Adobe Certified Associate (ACA)  
Photoshop



# Digital Printing Technology

990 Hours/10 Months

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

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

Approximate total program cost \$3,552 (Please see page 53 for details.)

Digital Printing Technology is the graphic design aspect of the graphic communications industry. Become proficient in Adobe InDesign, Illustrator, Photoshop and Acrobat. Learn the concepts of typography, design and layout and color principles. Be trained in electronic prepress operations and the components of digital printing systems. Become an Adobe Certified Associate (ACA) in Photoshop, Illustrator and InDesign. Create an online portfolio, as well as a printed portfolio. Printing and portfolio projects include: Logos • Business forms • Package designs • Newsletters • Brochures • Business Cards • T-shirts • Cups • Tiles. Ideas are created on the computer and carried through to a variety of platforms. Digital printing jobs are high-tech, highly skilled, high paying, creative and innovative. Our Graphics Communications lab is a full service printing facility.

## ACCREDITATION

- Graphic Arts Education and Research Foundation
- PrintED

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Graphic Designer
- Pre-Press Operator
- Digital Press operator
- Bindery Operator

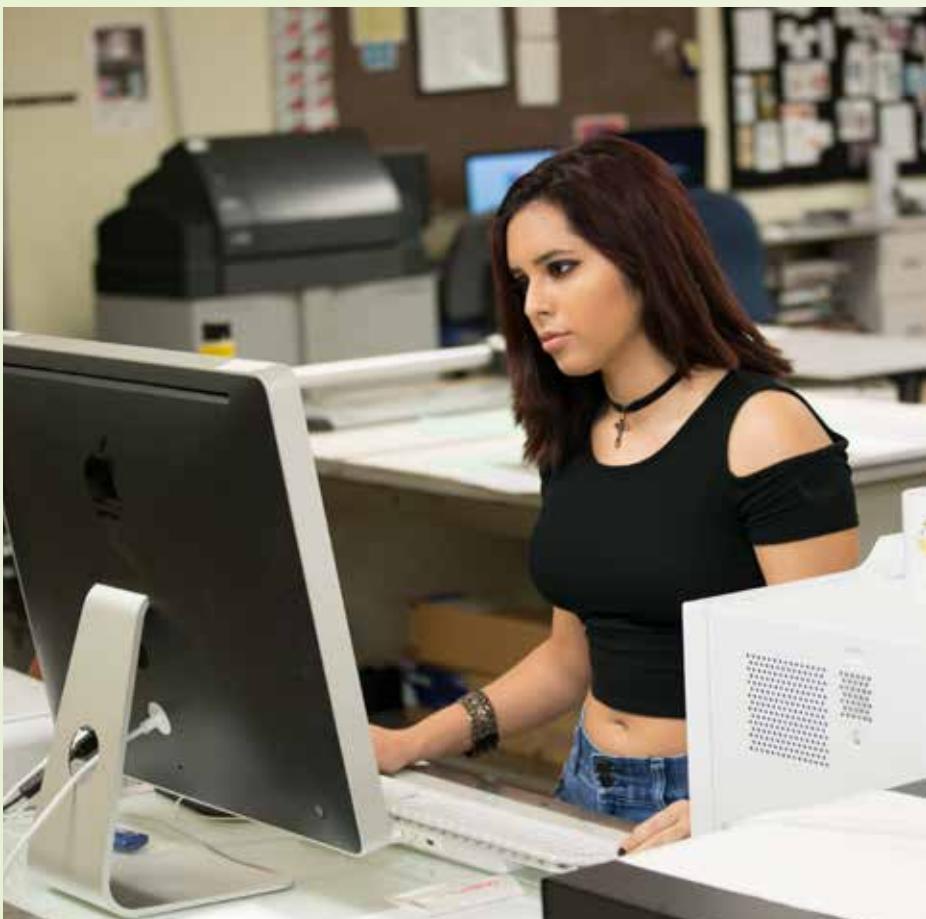
## INDUSTRY CERTIFICATION AND LICENSURE

- Adobe Certified Associate (ACA)  
Photoshop  
Illustrator  
InDesign



## 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

*Traditional: 100% classroom-based*

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

*Approximate total program cost \$5,329 (Please see page 53 for details.)*



Drafting is often called “the universal language of industry.” Whether you are an inventor, an architect, or an engineer, communicating your ideas clearly and precisely to others is vital to having them become reality. Technical drawing is the bridge between those ideas and production. CAD (Computer Aided Drafting) knowledge and a command of the graphical language is essential to every project. Every member of a project team is able to communicate and coordinate, through the language of drafting, a precise set of instructions for manufacturing or construction. Manufacturers and contractors then rely on those drawings either to produce the next groundbreaking product or build the next skyscraper. At McFatter’s CAD Drafting studio, we introduce you to the basics of drafting before guiding you into more complex techniques through the use of state-of-the-art software. The Drafting program provides you with a solid background to act as a stepping stone for advancement in the related career of your choice. The Drafting program is delivered in the Industrial Building. Students will receive instruction in the classroom and will practice hands-on skills in the drafting studio. The classroom and studio are equipped with the latest tools and equipment to deliver the program curriculum.

## COURSE LIST

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



## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

- Automotive Design Drafter
- Aeronautical Drafter
- Marine Drafter
- Landscape Drafter
- Technical Illustrator
- Interior Design Drafter

## INDUSTRY CERTIFICATION AND LICENSURE

- AutoDesk-Certified User - AutoCad
- AutoDesk-Certified User - Revit
- AutoDesk-Certified User - Inventor
- Certified SolidWorks Associate
- AutoCad Certified Professional
- ADDA

## EMPLOYMENT OPPORTUNITIES

- Architectural Drafter
- Civil Drafter
- Mechanical Drafter
- Structural Drafter
- Electrical 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 \$2,105 (Please see page 53 for details.)*

The Early Childhood Education (ECE) program prepares the student for employment as a lead preschool teacher in a private preschool setting. With successful completion of this program, the student will earn the Florida Department of Education Early Childhood Professional Certificate (ECPC) along with the Florida Department of Education Children and Families Staff Credential. The major areas of training for this program include the mandated Department of Children and Families (DCF) 45-hour courses, along with creating and implementing lesson plans, interpersonal relations, community issues, developmentally appropriate practices (DAP), children with special needs, professionalism and employability skills. Students enrolled in this program will be prepared to pursue the national Child Development Associate (CDA). The ECE program will meet in Room 602A for the first five weeks of the program, and on select days after that. The student will then be assigned to a private preschool for internship.

## ACCREDITATIONS

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

## ADDITIONAL ADMISSIONS REQUIREMENTS

High School Diploma or GED® and background check (approved vendor only), and completion of Form 8 Health.

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Private Preschool Lead Teacher
- Private Preschool Assistant Teacher

Note: Employment may be gained by passing the 7 DCF courses; however, all requirements of the program must be met within one year of the date of hire.

## INDUSTRY CERTIFICATION AND LICENSURE

- Florida Department of Education Early Childhood Professional Certificate (ECPC)
- Florida Department of Education Children and Families Staff Credential



## 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 \$1,944 (Please see page 53 for details.)*

Unravel the secrets of the mysterious heart that has captured our imagination for thousands of years. Make a difference in your life and that of many others by joining our Electrocardiography (EKG) Technology program. With a blend of theory, detailed skills labs and convenient online assignments, you will be provided with the knowledge and skills necessary to be a well-qualified EKG technician. The EKG Technology classroom and laboratory are located in the Medical Building, (Building 2), Room 204.

## ADDITIONAL ADMISSIONS REQUIREMENTS

Physical examination and immunization record, drug screening (approved vendor only), and background check (approved vendor only).

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Hospitals
- Cardiology Offices
- Physicians' Offices
- Medical Laboratories
- Insurance Industry

## INDUSTRY CERTIFICATION AND LICENSURE

- Certified EKG Technician (CET)



## COURSE LIST

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



# Emergency Medical Technician - ATD (Applied Technology Diploma)

300 Hours/3 Months

*Traditional: 100% classroom-based*

Approximate total program cost \$1,625 (Please see page 53 for details.)



The 300-hour Emergency Medical Technician (EMT) program provides recruits with the training to become certified EMT's following completion of all program competencies. Recruits will be required to perform all designated tasks, in simulated hazardous and non-hazardous situations. Following successful completion of a written examination recruits will become nationally certified through the National Registry of EMT (NREMT) and state certified through the Florida Department of Health. Training topics include:

- Introduction to Emergency Care
- Cardiopulmonary Resuscitation (CPR) and Basic Life Support (BLS) Techniques
- Medical, Legal and Ethical Issues
- Communication and Documentation
- Anatomy and Physiology
- Patient Assessment and Vital Signs
- Multiple Medical/Trauma Emergencies (Adult and Pediatric)
- Pharmacology
- Ambulance Operations
- Emergency Room Operations
- Emergency Response to Terrorism and Weapons of Mass Destruction

EMT recruits must attend state-mandated clinical rotations, which are conducted in accordance with local hospitals and fire-rescue agencies. The Emergency Medical Technician program is delivered at the Broward Fire Academy Campus, located at: 2600 S.W. 71st Terrace, Davie Florida 33314.

## ACCREDITATION

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

## ADDITIONAL ADMISSIONS REQUIREMENTS

High School Diploma or GED®, physical examination, Tuberculin (PPD) 2-step (X2) or chest X-ray, immunization record, drug screening, and background check.

- \$38 Drug Testing Fee (authorized lab only)
- \$45 Level 2 Background Check fee (approved vendor only)
- \$18 Compliance Tracking Subscription Fee (approved vendor only)
- Physical exam - annual fees by provider

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward

an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Hospital Emergency Room Technician
- Ambulance EMT/Attendant
- Assisted Living Facility Technician or Attendant

## INDUSTRY CERTIFICATION AND LICENSURE

- Florida Department of Health
- National Registry
- Emergency Medical Technician (EMT)
- \$85 Licensing Fee to National Registry Emergency Medical Technician
- \$35 Licensing Fee to Florida Department of Health

## COURSE LIST

■ EMS01100

EMERGENCY MEDICAL TECHNICIAN 300 HRS



# 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 \$2,577 (Please see page 53 for details.)*



The 398-hour Fire Fighting Minimum Standards program provides recruits with the training required to become certified firefighters following completion of all program competencies. Recruits will be required to perform all designated tasks, in simulated hazardous and non-hazardous situations. At the conclusion of the program, and following the successful completion of the State of Florida practical and written examinations, recruits will receive a Certificate of Compliance from the Florida State Fire Marshal in accordance with Florida State Statute 633.

Training topics include:

<ul style="list-style-type: none"><li>■ Introduction to the Fire Service</li><li>■ Fire Prevention</li><li>■ Fire Behavior Theory</li><li>■ Building Construction</li><li>■ Forcible Entry</li><li>■ Search and Rescue</li></ul>	<ul style="list-style-type: none"><li>■ Fireground Operations</li><li>■ Vehicle Extrication</li><li>■ Wildland Firefighting</li><li>■ Hazardous Material Response and Mitigation</li><li>■ Emergency Response to Terrorism and Weapons of Mass Destruction</li></ul>
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The Minimum Standards program is delivered at the Broward Fire Academy Campus, located at: 2600 S.W. 71st Terrace, Davie Florida 33314.

Specialized training segments of the Minimum Standards program such as Wildland Firefighting and Vehicle Extrication are delivered off-campus at topic-specific training sites.

## ACCREDITATION

Division of State Fire Marshal-Bureau of Fire Standards Training

## ADDITIONAL ADMISSIONS REQUIREMENTS

High School Diploma or GED®, physical examination, fingerprint and background check (approved vendor only).

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Municipal Firefighter
- Industrial Firefighter
- Wildland Firefighter
- Risk Manager/Safety Officer

## INDUSTRY CERTIFICATION AND LICENSURE

- Division of State Fire Marshal - Bureau of Fire Standards and Training
- Certified Firefighter I & II

## PREREQUISITE

EMT Certification

## COURSE LIST

<ul style="list-style-type: none"><li>■ FFP00102 FIRE FIGHTER I</li><li>■ FFP00202 FIRE FIGHTER II</li></ul>
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# 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 \$2,232 (Please see page 53 for details.)*



Game/Simulation/Animation Programming at McFatter Technical College is a series of introductory level online courses designed to leave novice PC users with a strong foundation in 2D and 3D game design, modeling, and animation. This program offers a series of courses that provide clear and rigorous content aligned with challenging academic standards and relevant technical knowledge/skills. These important skills are needed to prepare for further education and careers in the Information Technology career cluster (such as Game Designer/Programmer and Game Software Developer). Students will gain knowledge in multiple programming languages (HTML 5, CSS, JavaScript, and C# Programming for Unity 5) and will be exposed to the intricate process that goes behind planning and producing games.

This program is offered primarily online, so students must have access to a computer with high-speed internet, 8GB of RAM, and 500GB of hard drive free space. A dedicated graphics card with a minimum of 16GB RAM is recommended. The coursework and applications used are compatible with Windows 7 or higher.

## ADDITIONAL ADMISSION REQUIREMENTS

Schedule the Tests of Adult Basic Education (TABE) (\$15) or provide official documentation for a TABE exemption to your program counselor.

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Game Simulation Programmer
- Software Engineer
- Game Simulation Project Coordinator

## INDUSTRY CERTIFICATION AND LICENSURE

Students will be prepared to take

- CIW JavaScript or
- Adobe Certified Associate (Flash/Animate)

## COURSE LIST

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



# Graphic Communications and Printing Technology

1650 Hours/16 Months

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

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

Approximate total program cost \$5,671 (Please see page 53 for details.)

Graphic Communications and Printing Technology is a workforce development program designed to prepare students for entry level employment in the graphic communications industry. The main objective of this skill-based method of instruction is student proficiency in graphic design, prepress fundamentals and offset lithography operations. The program provides hands-on experience and instruction in: Graphic Design, Typography, Layout & Design, Prepress, Computer to plate Technology, Press operations, Bindery & Finishing.

Hands on training will include Adobe software covering: Page layout, Illustration, Scanning, Photo retouching.

Printing and portfolio projects include: Logos • Business forms • Package designs • Newsletters • Brochures • Business Cards.

Digital printing methods are taught using hands on procedures, with the offset lithography process and other printing methods emphasized. Our Graphics Communications lab is a full service printing facility.

## ACCREDITATION

- Graphic Arts Education and Research Foundation
- PrintED

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Graphic Designer
- Pre-Press Operator
- Digital Press & Press operator
- Bindery Operator

## INDUSTRY CERTIFICATION AND LICENSURE

Adobe Certified Associate

- Adobe Photoshop
- Adobe Illustrator
- Adobe InDesign



## COURSE LIST

- GRA0041 PRINTING AND GRAPHIC COMMUNICATIONS
- GRA0042 DIGITAL PRODUCTION PRINTING
- GRA0017 DIGITAL PREPRESS OPERATIONS
- GRA0045 OFFSET PRINTING TECHNOLOGY
- GRA0046 FINISHING AND DISTRIBUTION PROCESSES



# 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 \$4,309 (Please see page 53 for details.)*

In today's world, technology drives business, and people who build technology are leading the race to the future. The Java Development and Programming program is the stepping stone to your future.

Java is a global standard for mobile apps, games, web content, and business software. Java programmers work in many industries creating, implementing, testing, and maintaining software applications. Learning how to program not only lets you master technology, but also enhances your critical thinking and problem solving skills. This program offers a sequence of courses that provides coherent and rigorous content needed to prepare for a bright future in the Information Technology sector armed with higher-order reasoning, technical, and occupation-specific skills.

This program is offered primarily online, so students must have access to a computer with an Intel Pentium Core i3 processor or higher, 8GB of memory, and 500GB of hard drive free space. The coursework and applications used are compatible with Windows 7 or higher and/or Mac OS X 10.6 or higher.

## ADDITIONAL ADMISSION REQUIREMENTS

Schedule the Tests of Adult Basic Education (TABE) (\$15) or provide official documentation for a TABE exemption to your program counselor.

## ARTICULATION

Program is not directly articulated, only Industry certification (CIW) will give 3 credits for computer science.

## EMPLOYMENT OPPORTUNITIES

- Java Programmer
- Business Analyst
- Quality Assurance Analyst

## INDUSTRY CERTIFICATION AND LICENSURE

- CIW - JavaScript Specialist
- MTA - Software Development Fundamentals
- CompTIA - Project +

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

## COURSE LIST

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



# Legal Administrative Specialist

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 \$3,358 (Please see page 53 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. Classes are held in the industrial building and consist of classroom instruction and hands-on training. The classroom is equipped with the latest technology to deliver the program curriculum.

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Legal Administrative Specialist
- Information Technology Assistant
- Front Desk Specialist
- Administrative Support

## INDUSTRY CERTIFICATION AND LICENSURE

- Microsoft Office Specialist (MOS) Bundle Certification

## 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 \$5,942 (Please see page 53 for details.)*



McFatter's Marine Service Technologies program will prepare you for a career in the pleasure-boat service & repair industry. This one-year program is divided into 6 individual courses. Content includes 2 and 4 stroke engines, inboard gas engines, advanced fuel injection, electrical systems, and diagnostics of computer controlled systems used on modern outboard motors from major manufacturers. In addition, the program features electrical fundamentals and pleasure boat instrumentation as it pertains to NMEA and ABYC. The program is taught by a factory certified instructor.

The Marine Service Technology program consists of theory & lectures, demonstrations, and class discussions. Students are expected to learn mechanical theories, as well as perform hands-on activities, accomplish diagnostic scenarios and overhaul specific components. Students work individually and in groups or teams, which is common practice in the Marine industry.

The program is delivered in the Industrial Building. Students will receive instruction in the classroom and will practice hands-on skills in the shop/lab area. The classroom and shop/lab are equipped with the necessary tools and equipment to deliver the program curriculum.

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Electrician
- Electronics Installer
- Inboard Diesel Technicians
- Inboard/Stern Drive Gasoline Technicians
- Marine Riggers
- Outboard Engine Technicians
- Parts Personnel
- Riggers: new boat assembly
- Service Writers

## INDUSTRY CERTIFICATION AND LICENSURE

- Evinrude Certification
- Mercury Certification
- Yamaha Certification

## 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

*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 \$3,638 (Please see page 53 for details.)



A Medical Administrative Specialist serves a key role in medical offices, clinics and hospitals. This multi-skilled practitioner is competent in medical records management, insurance processing, coding and billing, management of practice finances, information processing, and fundamental office management tasks.

This course provides a capstone of medical office functions, including medical terminology, office procedures and real life case studies specific to the medical environment. Students will focus on developing proficiency with computers using word processing, database, spreadsheet, and presentation software that meet industry standards. Students will also gain a strong background in office skills as well as business communication and customer service.

In addition, our program is designed to help students acquire current healthcare knowledge and administrative skills for which employers are hiring.

Classes are held in the Industrial Building and consist of classroom instruction and hands-on training. The classroom is equipped with the latest technology to deliver the program curriculum.

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Claims Benefits Specialist
- Payment Processing Specialist
- Admissions Representative Specialist
- Health Care Coordinator
- Front Desk Specialist

## 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 \$4,964 (Please see page 53 for details.)



As a medical assistant, you form a crucial link between the patient and the physician. Your medical assisting training combines knowledge, communication and hands-on training that will provide you with the skills needed to be a successful healthcare team member. Classes and labs are held in the medical building (Building 2) in Rooms 204 and 205. The clinical externship is facilitated through several off-campus clinics.

## ACCREDITATION

The Medical Assisting Program is accredited by the Commission on Accreditation of Allied Health Programs upon the recommendation of the Medical Assisting Education Review Board (MAERB)

Commission on Accreditation of Allied Health Education Programs  
25400 US Highway 19 N., Suite 158  
Clearwater, FL 33763  
(727) 210-2350  
[www.caahep.org](http://www.caahep.org)

## ADDITIONAL ADMISSIONS

### REQUIREMENTS

High School Diploma or GED®, physical examination and immunization record, drug screening (approved vendor only), and background check (approved vendor only).

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Physicians' Offices
- Urgent Care Centers
- Hospital Outpatient Clinics
- Insurance Billing
- Laboratory Assisting

## INDUSTRY CERTIFICATION AND LICENSURE

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

## 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 ASSISTING
■ MEA0573	LABORATORY PROCEDURES
■ MEA0506	ADMINISTRATIVE OFFICE PROCEDURES
■ MEA0942	PRACTICUM EXPERIENCE



# Network Support Services

1050 Hours/10 Months

*Traditional: 100% classroom-based*

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

*Approximate total program cost \$4,617 (Please see page 53 for details.)*

Network Support Services prepares students for three of the most important aspects of designing and administering a computer network. In this course, hands-on labs, software labs and equipment disassembly and reassembly are used as learning tools. Through the hands-on labs, current networking hardware is used to help students understand the physical components from a real world point of view. Configuration scenarios are designed to prepare students for real world challenges.

State approved course content and certification preparation are addressed throughout the program. Students will be eligible to take the three computer industry certification exams required by industry, as they progress through the program coursework.

The Network Support Services program is delivered in the Communications building. The classroom and lab are equipped with the latest equipment and software to deliver the program content.



## 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



## ADDITIONAL ADMISSIONS REQUIREMENTS

Schedule the Tests of Adult Basic Education (TABE) (\$15) or provide official documentation for a TABE exemption to your program counselor.

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Network System Administrators
- Field Technicians
- Helpdesk Support
- Network Designers
- IT Technician
- Computer Repair Technician
- NOC Technician

## INDUSTRY CERTIFICATION AND LICENSURE

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

## Nursing Assistant (Articulated)

165 Hours/1 Month

*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 \$1,130 (Please see page 53 for details.)



Do you have the desire to help others maintain their health and well-being? The Nursing Assistant Articulated program is designed to prepare students in a short period of time to work in a long-term career in the growing healthcare field. Under the direct supervision of a professional nurse, the Nursing Assistant will come in direct contact with the patient in the performance of his or her assigned duties. This program is a blend of classroom, laboratory, and clinical instruction. The course content includes personal patient care skills, principles of infection control, physical and safety functions, cardiopulmonary resuscitation (CPR) and more. This is an excellent course for students with no previous medical field experience, who wish to enter other Health Science Education Programs. Upon successful completion of this program you may take the State Nursing Assistant Certification Examination.

The Nursing Assistant (Articulated) Program is located in the Medical Building. In addition to a traditional classroom setting, a laboratory is available onsite.

### ADDITIONAL ADMISSIONS

### REQUIREMENTS

Physical examination and immunization record, drug screening (approved vendor only), and background check (approved vendor only).

### APPROVED BY:

Florida Board of Nursing

### EMPLOYMENT OPPORTUNITIES

- Nursing Home Facilities
- Retirement Communities for the Elderly
- Specialty Hospitals (except Psychiatric & Substance Abuse)
- Private Duty

### INDUSTRY CERTIFICATION AND LICENSURE

- Certified Nursing Assistant (CNA)

### COURSE LIST

- HSC0003 BASIC HEALTHCARE WORKER
- HCP0121 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 \$4,082 (Please see page 53 for details.)*



If you have ever thought about making a difference in the lives of others, Optometric Assisting is a career you will enjoy. Optometry is one of the most rewarding careers in the medical field. The look on the face of the patient seeing clearly for the first time in years is priceless. Optometry is a growing medical field with more people needing glasses and contact lenses than ever before. There are plenty of opportunities in the field of eye care. Let us show you our vision of the future. In addition to a traditional classroom and laboratory, located in the Medical Building (Building 2), McFatter has an onsite vision clinic run by the instructor and students. You will utilize your skills as you learn them.

## ADDITIONAL ADMISSIONS REQUIREMENTS

Physical examination and immunization record.

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Optometric Assistant
- Ophthalmic Assistant
- Optical Sales
- Optical Laboratory Technician

## INDUSTRY CERTIFICATION AND LICENSURE

- Certified Paraoptometric Assistant (CPOA)

## RECOGNITION

American Optometric Association, Paraoptometric Division.

## COURSE LIST

- OPT0720 FOUNDATIONS OF VISIONCARE
- OPT0721 OPTOMETRIC ASSISTANT 1
- OPT0722 OPTOMETRIC ASSISTANT 2
- OPT0007 OPTOMETRIC ASSISTANT 3



# 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 \$2,462 (Please see page 53 for details.)



Are you eager to become a multi skilled healthcare provider in a growing medical field? Under the direct supervision of a professional nurse, the Patient Care Technician will come in direct contact with the patient in the performance of his or her assigned duties. This program is a blend of classroom, laboratory, and clinical instruction. The course content includes personal patient care skills, principles of infection control, home health care services, physical and safety functions, phlebotomy procedures, EKG modalities, restoration therapy, CPR and more.

The Patient Care Technician program is located in the Medical Building. In addition to a traditional classroom setting, a laboratory is available onsite.

## ADDITIONAL ADMISSIONS REQUIREMENTS

Physical examination and immunization record, drug screening (approved vendor only), and background check (approved vendor only).

## APPROVED BY:

Florida Board of Nursing

## EMPLOYMENT OPPORTUNITIES

- Hospitals
- Nursing Homes
- Home Health Agencies
- Clinics

## INDUSTRY CERTIFICATION AND LICENSURE

- Certified Nursing Assistant (CNA)

## 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



# Pharmacy Technician - ATD (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 \$4,180 (Please see page 53 for details.)

As a Licensed Certified Pharmacy Technician, you can become part of one of the fastest growing careers in the medical field. McFatter Technical College's Pharmacy Technician program is one of South Florida's first accredited programs and offers students an affordable education and convenient schedule to provide knowledge and skills needed to work closely with pharmacists in a hospital, retail/community and many other disciplines. This program will prepare you for the Certified Pharmacy Technician (CPhT) credential and in becoming a Florida Board of Pharmacy Licensed technician (RPhT) in as little as 10 months. Students will be instructed in a classroom and laboratory environment in the Medical Building, Room 202. Lab simulations will allow the students to obtain hands-on practice prior to the required clinical experience in a community and hospital pharmacy environment.

## ACCREDITATION

- ASHP - American Society of Health-System Pharmacists
- ACPE- Accreditation Council for Pharmacy Education



4500 East-West Hwy  
Suite 900  
Bethesda MD, 20814

## ADDITIONAL ADMISSIONS REQUIREMENTS:

High School Diploma or GED®, physical examination and immunization record, drug screening (approved vendor only), and background check (approved vendor only).

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Community/Retail Pharmacy
- Hospital Pharmacy
- Mail Order Pharmacy
- Pharmaceutical Representative
- Insurance Companies
- Compounding Pharmacies
- Home IV Pharmacy

## INDUSTRY CERTIFICATION AND LICENSURE

- PTCE-Pharmacy Technician Certification Exam (National Exam)
- Licensing with the Florida Board of Pharmacy



## COURSE LIST

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



# Practical Nursing

1350 Hours/12 Months

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

**PROGRAM FREQUENCY:** 5 times a year, July, September, December, March and June

Approximate total program cost \$5,983 (Please see page 53 for details.)

Do you want to make a real difference in the lives of others? It is time to consider a career as a nurse! Whether in a hospital setting, doctor's office or private duty, nurses have moved beyond the role of being the doctor's assistant. Today's nurses are responsible for encouraging the health of individuals and families, and play an essential role in the physical and emotional care of patients. Become part of this century's highly respected and sought-after profession. The opportunities are endless, and McFatter's Practical Nursing program is the place to start! Theory, laboratory, simulation, and clinical experiences are integrated into the curriculum providing an opportunity to learn.

The Practical Nursing program is located in the Medical Building. In addition to a traditional classroom and laboratory environment, McFatter Technical College has an onsite High Fidelity Simulation Center used throughout the program.

## ACCREDITATION

Accrediting Commission for Education in Nursing (ACEN)  
3343 Peachtree Road NE Suite 850  
Atlanta, Georgia 30326  
<http://www.acenursing.org>  
Phone: (404) 975-5000  
Fax: (404) 975-5020



## ADDITIONAL ADMISSIONS REQUIREMENTS

High School Diploma or GED®, passing scores on the TEAS, physical examination, Tuberculin (PPD) 2-step (X2) or chest X-ray, immunization record, drug screening, and background check.

- \$38 Drug Testing Fee (authorized lab only)
- \$45 Level 2 Background Check Fee (approved vendor only)
- \$18 Compliance Tracking Subscription Fee (approved vendor only)
- \$60 ATI TEAS Test Fee
- Physical exam - annual fees by provider

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Physician Offices
- Outpatient Care Facilities
- Home Health Care
- Nursing Homes
- Nursing Care Facilities
- Hospitals

## INDUSTRY CERTIFICATION AND LICENSURE

- National Licensed Practical Nurse (NCLEX-PN)
- \$110 Application and Licensing Fee to Board of Nursing
- \$200 Fee to Pearson Vue, testing vendor
- Fee varies for LiveScan Services Provider



## COURSE LIST

■ PRN0098	PRACTICAL NURSING FOUNDATIONS 1	300 HRS
■ PRN0099	PRACTICAL NURSING FOUNDATION 2	300 HRS
■ PRN0290	MEDICAL SURGICAL NURSING 1	300 HRS
■ PRN0291	MEDICAL SURGICAL NURSING 2	300 HRS
■ PRN0690	COMPREHENSIVE NURSING AND TRANSITIONAL SKILLS	300 HRS



# Principles of Teaching

600 Hours/6 or 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 \$1,952 (Please see page 53 for details.)*

The Principles of Teaching program prepares the student for employment as a teacher assistant within the Broward County Public Schools System. The content includes an understanding of education in the United States, the ability to work effectively with all students, educational technology, lesson planning and implementation, classroom management, student assessment, communication skills, other skills needed to support the learning activities of students, rules and regulations within the Broward school system, and a review of the Broward County mandated ParaPro Assessment. The Principles of Teaching program will meet in Room 130L in the Administration building initially, and on select days during the semester. Students will be assigned to a Broward County public school for required internship.

## ADDITIONAL ADMISSIONS REQUIREMENTS

High School Diploma or GED® and background check (approved vendor only).

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Teacher Assistant
- Classroom Assistant
- Childcare Monitor

## INDUSTRY CERTIFICATION AND LICENSURE

- ParaPro Assessment



## COURSE LIST

- EDGO312 SUBSTITUTE TEACHER
- EDGO317 TEACHER ASSISTANT



# Professional Culinary Arts & Hospitality

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 \$4,385 (Please see page 53 for details.)

The Commercial Foods and Culinary Arts/Professional Culinary Arts & Hospitality program offers students the opportunity to prepare for employment as pastry, restaurant, and hotel and resort cooks, in addition to basic management positions in the food service industry in our state of the art, full production commercial kitchens (labs) on campus in Building 6. The program consists of hands-on activities in the kitchens and academic activities through lectures, videos, demonstrations and online curriculum.

Training in food service management, ServSafe (sanitation) and purchasing and receiving controls is acquired through hands-on computer procedures and the implementation of specific software for that purpose. Central to the program are the highly interactive hands-on cooking demonstrations, in which students are directed in a wide range of food preparations from stocks, soups and sauces to baked goods and desserts. ServSafe and equipment operation skills necessary to any commercially run venture are an integral part of the curriculum.

## ACCREDITATION

American Culinary Federation  
Education Foundation (ACFEF)

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Chef
- Food Preparation Worker
- Restaurant Cook
- Cafeteria Cook
- Short Order Cook
- Private Household Cook

## INDUSTRY CERTIFICATION AND LICENSURE

- ServSafe



## COURSE LIST

■ HMVO1000	FOOD PREPARATION
■ HMVO1700	COOK - RESTAURANT
■ HMVO1710	CHEF/HEAD COOK
■ HMVO1260	FOOD SERVICE MANAGEMENT



# Television Production Technology

1200 Hours/12 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 \$4,079 (Please see page 53 for details.)



McFatter's Television Production Technology program is the most comprehensive training for the industry in South Florida. Curriculum includes everything needed in the video production industry: studio camera, jib camera and remote camera operation, sound mixing and recording, studio and remote lighting techniques, scripting, set and scenery design, teleprompting, technical directing, producing, and video editing. Students edit using Adobe Premiere and Final Cut Pro, and are taught video compositing techniques in After Effects and Photoshop. In addition to these core components, students also learn things not commonly taught at other video training facilities, such as preventive maintenance and video monitoring. As part of their training, students participate in Broward County Public School's television station, where they get hands-on experience. Students don't come to McFatter TV Production to get the training they want... they come to get the training they need.

The classroom/lab and studio are located at  
BECON, 6600 Nova Drive, Davie, FL 33317.

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Studio Technician
- Lighting Technician
- Camera Operator
- Editor
- Audio Operator
- Teleprompter Operator
- Floor Manager

## INDUSTRY CERTIFICATION AND LICENSURE

- Adobe Certified Associate (ACA)  
Premiere Pro

## COURSE LIST

- RTT0514 STUDIO ASSISTANT
- RTT0516 STUDIO TECHNICIAN
- RTT0109 TELEVISION PRODUCTION OPERATIONS



# Web Development

1050 Hours/10 Months

*Hybrid: Less than 50% of required instructional hours available via distance education  
Distance Education option available.*

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

*Approximate total program cost \$3,670 (Please see page 53 for details.)*

Unlock the secrets of Web development in all its forms by designing, coding and publishing websites that can work in mobile, tablet and desktop formats. To create Websites that are dynamic and engaging, the student will use cutting edge tools such as HTML5/CSS3, Photoshop, Dreamweaver, Premiere Pro, WordPress, Web database applications, and JavaScript. Students will also learn and work with eCommerce, SEO and Social Media management to develop a real-world portfolio using all of their acquired skills to gain entry level employment or start their own business as a Web designer and developer. Earn industry certifications from Adobe and CIW Internet Webmaster Professional. Students in this program will be given free Web hosting services to develop, host, and maintain their own portfolios.

There are two options for taking this program. Option 1: Face-to-face instruction will be held in Building 1 and will be combined with an online component.

Option 2: Instruction will be provided primarily online.

Students enrolling in this program must have access to a computer with high-speed internet, 8GB of RAM, 500GB of hard drive free space, and Adobe Cloud CC.

The coursework and applications used are compatible with Windows 7 or higher and/or Mac OS X 10.6 or higher.

## ADDITIONAL ADMISSION REQUIREMENTS

Schedule the Tests of Adult Basic Education (TABE) (\$15). Applicants must complete an Online Readiness Assessment during their scheduled TABE appointment.

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Entry level Web Design
- Entry level Graphics Arts
- Entry level ecommerce
- WordPress Design
- Self-employment (freelance)

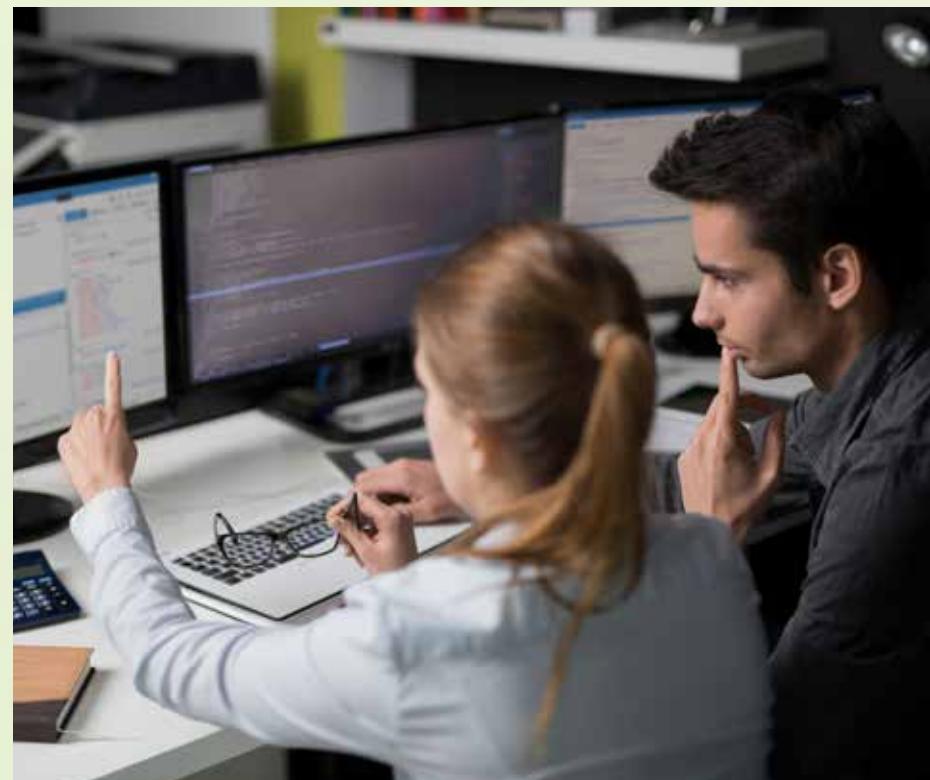
## INDUSTRY CERTIFICATION AND LICENSURE

- Adobe Photoshop
- Adobe Dreamweaver
- Adobe Premiere Pro
- Google Analytics
- Google Adsense



## 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 \$4,429 (Please see page 53 for details.)**

The Welding Technology program offers students the necessary skills to enter a challenging and high-demand career in the fields of construction, engineering, manufacturing and many more. In our training program, students will learn to use gas and electric welding equipment with steel, aluminum and stainless steel metals. In addition to the necessary hands-on skills, students will become well-versed in reading blueprints and applied math. This entry level program consists of:

- Basic manufacturing processes • Metals identification
- Basic interpretation of welding symbols • Oxyfuel gas cutting practices
- Basic Shielded Metal Arc Welding (SMAW) • Gas Metal Arc Welding (GMAW)
- Gas Tungsten Arc Welding (GTAW)

The Welding Technology program is delivered in the Industrial Building. Students will receive instruction in the classroom and will practice hands-on skills in the shop/lab area. The classroom and shop/lab are equipped with the latest tools and equipment to deliver the program curriculum.

## ACCREDITATION

American Welding Society

## ARTICULATION

Upon completion of the program and meeting eligibility requirements, students may be awarded credits toward an Associate of Science (A.S.) Degree or Associate of Applied Science (A.A.S.) Degree at selected Florida state colleges.

## EMPLOYMENT OPPORTUNITIES

- Welding Technician
- Plumber, Pipe fitter
- Structural Metal Worker
- Brazer and Solderer
- Sheet Metal Worker
- Fabricator and Fitter
- Boilermaker

## INDUSTRY CERTIFICATION AND LICENSURE

- Certified Welder (AWS)



## COURSE LIST

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



# 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 \$3,145 (Please see page 53 for details.)



If you are ready to enhance your skills in the Welding industry, our Welding Technology - Advanced program is for you! This program will refine your skills in gas and electric welding equipment and your work with steel and aluminum. An emphasis will be placed on stainless steel pipe skills. This advanced level program also consists of:

- Shielded Metal Arc Welding (SMAC) techniques
- Pipe fitting fabrication techniques
- Advanced Gas Tungsten Arc Welding (GTAW) skills
- Emerging technologies directly related to geographically relevant welding needs.

The Welding Technology Advanced program requires successful completion of Welding Technology and requires instructor approval.

The Welding Technology program is delivered in the Industrial Building. Students will receive instruction in the classroom and will practice hands-on skills in the shop/lab area. The classroom and shop/lab are equipped with the latest tools and equipment to deliver the program curriculum.

## EMPLOYMENT OPPORTUNITIES

- Welding Technician
- Plumber, Pipe fitter
- Structural Metal Worker
- Brazer and Solderer
- Sheet Metal Worker
- Fabricator and Fitter
- Boilermaker

## INDUSTRY CERTIFICATION AND LICENSURE

- Certified Welder (AWS)

## COURSE LIST

- PMT0075 ADVANCED WELDER 1
- PMT0076 ADVANCED WELDER 2



## Program Costs

Program Title	Florida Resident Tuition \$	Out of State Tuition \$	Registration, Activity, Lab, Test, Insurance and Trust Fees \$	Books and Supplies \$	Industry Certification Costs \$	Florida Resident Total \$	Out of State Total \$
Accounting Operations	2,520	10,080	250	167	Incl	2,937	10,497
Administrative Office Specialist	2,940	11,760	273	126	Incl	3,339	12,159
Applied Cybersecurity	2,100	8,400	245	455	709	3,509	9,809
Automotive Collision Technology Technician	3,920	15,680	875	342	77	5,214	16,974
Automotive Service Technology	5,040	20,160	1,095	202	77	6,414	21,534
Baking & Pastry Arts	1,680	6,720	155	434	Incl	2,269	7,309
Culinary Vegetarian & Plant Based Specialty	1,680	6,720	215	622	Incl	2,517	7,557
Dental Laboratory Technology	5,712	22,848	840	175	210	6,937	24,073
Digital Media/Multimedia Design	2,940	11,760	325	725	Incl	3,990	12,810
Digital Photography Technology	2,940	11,760	483	124	Incl	3,547	12,367
Digital Printing Technology	2,772	11,088	412	368	Incl	3,552	11,868
Drafting	4,200	16,800	475	564	90	5,329	17,929
Early Childhood Education	1,680	6,720	185	185	55	2,105	7,145
Electrocardiograph Technology (EKG)	1,302	5,208	267	260	115	1,944	5,850
Emergency Medical Technician - ATD	840	3,360	398	272	115	1,625	4,145
Fire Fighter I/II	1,109	4,435	1,065	316	87	2,577	5,903
Game/Simulation/Animation Programming	1,680	6,720	245	207	100	2,232	7,272
Graphic Communications and Printing Technology	4,620	18,480	690	361	Incl	5,671	19,531
Java Development & Programming	3,360	13,440	255	325	369	4,309	14,389
Legal Administrative Specialist	2,940	11,760	273	145	Incl	3,358	12,178
Marine Service Technologies	3,780	15,120	1,215	547	400	5,942	17,282
Medical Administrative Specialist	2,940	11,760	273	310	115	3,638	12,458
Medical Assisting	3,640	14,560	582	617	125	4,964	15,884
Network Support Services	2,940	11,760	378	722	577	4,617	13,437
Nursing Assistant (Articulated)	462	1,848	195	224	249	1,130	2,516
Optometric Assisting	3,024	12,096	236	522	300	4,082	13,154
Patient Care Technician	1,680	6,720	307	226	249	2,462	7,502
Pharmacy Technician - ATD	2,940	11,760	500	506	234	4,180	13,000
Practical Nursing	3,780	15,120	675	1,138	390	5,983	17,323
Principles of Teaching	1,680	6,720	125	92	55	1,952	6,992
Professional Culinary Arts & Hospitality	3,360	13,440	375	650	Incl	4,385	14,465
Television Production Technology	3,360	13,440	615	104	Incl	4,079	14,159
Web Development	2,940	11,760	273	207	250	3,670	12,490
Welding Technology	2,940	11,760	850	289	350	4,429	13,249
Welding Technology - Advanced	2,100	8,400	583	112	350	3,145	9,445

# 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 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 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/ Professional Culinary Arts & Hospitality

- Certified Food Protection Manager (ServSafe®)\*

## 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 - ATD

- Emergency Medical Technician\*

## Fire Fighter I/II

- Certified Fire Fighter\*

## Game/Simulation/Animation Programming

- Adobe Certified Associate (ACA)
- Flash\*

## Graphic Communications & Printing Technology

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

## Java Development & 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)\*

## ADOBE AUTHORIZED TESTING CENTER Adobe & Microsoft Certification



McFatter Technical College is a Certiport Authorized Testing Center offering individuals the current and relevant digital skills and credentials for the competitive global workforce.

For testing information, call 754-321-5700.

## 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 - ATD

- Pharmacy Technician (PTCB)\*

## Practical Nursing

- National Licensed Practical Nurse (NCLEX-PN)

## Principles of Teaching

- ParaPro Assessment\*

## Television Production Technology

- Adobe Certified Associate (ACA)
- Premiere Pro\*

## Web Development

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

## Welding Technology

- Welding Technology - Advanced
- Certified Welder (AWS)\*

\* Indicates industry certification exams eligible under the Guarantee for Success on page 12.

# Full-Time Instructional Staff

**ADAMS, PASHA**

Nova Southeastern University - FL  
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 - FL  
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

**BOWERS, STUART**

SUNY at Binghamton  
Master's Degree

**BOYNE, SANDRA**

Barry University  
Master's Degree

**BURKE, ROBYN**

Florida Atlantic University  
Master's Degree

**BURROWS, ROBERT**

The Culinary Institute of America  
Associate Degree

**CHEN, INGRID**

Florida International University  
Bachelor's Degree

**COBURN, CARYN**

Florida International University  
Master's Degree

**COTE, STACEY**

Florida Atlantic University  
Master's Degree

**DAMATO, DANIEL**

Broward County, FL  
Vocational Certificate

**DEVALK, JEANNE**

Florida State University  
Bachelor's Degree

**DOSTER, KURT**

Florida International University  
Bachelor's Degree

**DOUGLAS, MARILIN**

University of Phoenix-Phoenix Campus  
Master's Degree

**DOXEY, JOHN**

University of Kentucky  
Bachelor's Degree

**DWYER, SHANNON**

Florida Atlantic University  
Master'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

**FUSSELL, TAMIKA**

Saint Thomas University  
Master's Degree

**GASPARD, SABINE**

Florida Atlantic University  
Master's Degree

**GOLDBERG, ERIKA**

Nova Southeastern University - FL  
Bachelor's Degree

**GONZALEZ, SUZETTE**

Grand Canyon University  
Master's Degree

**GRETCH, 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

**HERNANDEZ, DORIS**

Saint Thomas University-FL  
Master's Degree

**HENRY, LILLIE**

Nova Southeastern University - FL  
Master's Degree

**HIPPELHEUSER, MARIJEAN**

Florida International University  
Associate Degree

**HOLSTE, JILL ANNE**

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

**KOPEK, KASANDRA**

Central Michigan University  
Bachelor's Degree

**KOR, GABRIELLA**

Florida Atlantic University  
Master'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

## Full-Time Instructional Staff (continued)

<b>LEVITT, HANNAH</b> University of Florida Master's Degree	<b>OLAGBEMI, JULIET ANN</b> University of North Carolina at Charlotte Master's Degree	<b>SCHEPPA, VIRGINIA</b> Adelphi University Master's Degree	<b>THIRER, MEG</b> CUNY – York College Bachelor's Degree
<b>LONG, JENNIFER</b> Lesley University Master's Degree	<b>OVERFIELD, SAMANTHA</b> Nova Southeastern University - FL Bachelor's Degree	<b>SCHIANO, ANNMARIE</b> Barry University-FL Master's Degree	<b>THOMAS, WENDEL</b> Florida International University Advanced Vocational Certificate
<b>LUNA, KEITH</b> Palm Beach Atlantic University Bachelor's Degree	<b>PAWLAK, DARIUSZ</b> Pedagogical University – Cracow, Poland Bachelor's Degree	<b>SCHIANO, DIANE</b> University of Florida Bachelor's Degree	<b>TINAJERO, IVAN</b> Nova Southeastern University - FL Master's Degree
<b>MALDONADO, SIVIA</b> University of Puerto Rico- Rio Piedras Campus Bachelor's Degree	<b>PAZ, NOHEMY</b> Capella University Other Doctorate Degree	<b>SCOTT, JAMES</b> Florida International University Associate Degree	<b>TIPPING, ROSS</b> Broward College Bachelor's Degree
<b>MARTINEZ, RICHARD</b> Miami-Dade Community College Associate of Science Degree	<b>PEREZ, LINDA</b> Florida International University Master's Degree	<b>SELVANIK, PRESTON</b> Florida State University Bachelor's Degree	<b>VICTOR, RACHEL</b> Saint Thomas University Master's Degree
<b>MATTHEWS, JOAN</b> University of Phoenix-Phoenix Campus Master's Degree	<b>RANZY, ALVIN</b> Florida International University Master's Degree	<b>SHAHEEN, WILLIAM</b> Nova Southeastern University - FL Doctorate Degree	<b>WEINGER, ASHLEY</b> Nova Southeastern University - FL Master's Degree
<b>McCOLGIN, DANIELLE</b> Broward Community College Associate of Science Degree	<b>RODRIGUEZ, ENRIQUE</b> University of Miami Bachelor's Degree	<b>SHIR, MIRIAM</b> University of Florida Bachelor's Degree	<b>WEINRAUB, HOWARD</b> Florida Atlantic University Master's Degree
<b>MIKUS, GEORGE</b> University of Florida Bachelor's Degree	<b>ROSENTHAL, NEIL</b> Nova Southeastern University - FL Master's Degree	<b>SIFAKAKIS, FOTINI</b> Florida International University Bachelor's Degree	<b>WILLIAMS-LEDAIN, CHRISTINA</b> Florida Atlantic University Bachelor's degree
<b>MIMBS, CHRISTOPHER</b> Florida Atlantic University Ph.D/Ed.D	<b>RYAN, LOUIS</b> University of Central Florida Bachelor's Degree	<b>SMITH, KAREN</b> Florida International University Bachelor's Degree	<b>WILLIAMS, FRANZIE</b> Florida Atlantic University Master's Degree
<b>MINICIELLO, MARIA</b> Florida State University Bachelor's Degree	<b>SALMAN, GREGG</b> Florida International University Associate Degree	<b>STACKHOUSE, DANIEL</b> Nova Southeastern University - FL Ph.D/Ed.D	<b>WILSON, MARK</b> Grand Canyon University Master's Degree
<b>MITCHELL, TAWANNA PATRICE</b> Johnson & Whales University Associate Degree	<b>SALOMON, LISA</b> University of West Florida Bachelor's Degree	<b>STAPLETON, MELISSA</b> University of Texas Bachelor's Degree	<b>WOLF, CHRISTINE</b> Florida Atlantic University Master's Degree
<b>MOSLEY, STEVEN</b> Johnson & Wales University Associate Degree	<b>SANTANA, JOANNE</b> Broward County, FL Vocational Certificate	<b>SUNDAR, VIJAYSHREE</b> Nova Southeastern University - FL Master's Degree	<b>WOOD , DAVID A</b> Florida Atlantic University Master's Degree
<b>OGDEN, JULIA</b> Auburn University Bachelor's Degree	<b>SANTIAGO, JOEL</b> Florida International University Associate Degree	<b>TAMMA, KRYSTA</b> Art Institute of Fort Lauderdale Bachelor's Degree	<b>WOODS, ASHLEY</b> University of South Florida Bachelor's Degree
			<b>ZUAZO, MIGUEL</b> Nova Southeastern University - FL Master's Degree

# Part-Time Instructional Staff

## ABRAMCZYK, CHRISTOPHER

Florida Atlantic University  
Associate's Degree

## ALNOR, DWIGHT

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

## ANDERSON II , WILLIAM DAVID

High School Diploma

## AUMOITHE, JENNIE

Saint Thomas University  
Master's Degree

## BADIO , PIERROT

South University (GA)  
Master's Degree

## BASS, MICHELLE

Johnson & Wales University  
Associate's Degree

## BIANCHINI, NEIL

Broward College  
Associate's of Science

## BISHOP, JAMES

Broward College  
Associate of Arts

## BLATCHFORD III, ROBERT

High School Diploma

## BRACKNEY, SCOTT WILLIAM

Barry University-FL  
Master's Degree

## BRANAGAN, BRENDAN

High School Diploma

## BRAUSS, SANDRA

Southern College of Optometry  
Associate of Science

## BROMANTE , JOAN T

State University New York System Office  
Master's Degree

## CABRERA, JUSTIN ANDREW

Broward College  
Associate's Degree

## CARSON, DANIELLE MONIQUE

Florida Agricultural  
& Mechanical University  
Bachelor's Degree

## CASINO, MARTHA ELIZABETH

Broward College  
Associate's Degree

## 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, CHAD TYLER

Lynn University-FL  
Bachelor's Degree

## CROWE, JUSTIN

Palm Beach Community College  
Less Than 60 Credit Hrs.

## DE WINTER, SERGE

Barry University-FL  
Diploma

## DEJORIS, MICHAEL

Associate of Science

## DEMAIO, EVELYN

University Of Phoenix - Phoenix Campus  
Bachelor's Degree

## DIZAYI, LAWAND

National Healthcareer Association  
Certificate

## DORSETTE, JOSEPH

Broward College  
Certificate

## DORSEY, ARTISKA PETAY

Broward College  
Certificate

## EGERT, CY

Hallandale High School  
High School Diploma

## EIMMERMAN, JAMES

High School Diploma

## ELDERMAN, JOANNE

Florida International University  
Bachelor's Degree

## ELRAD, DAWN LESLIE

Florida International University  
Bachelor's Degree

## FARAONE, ANTHONY M

Johnson & Wales University  
Associate's Degree

## FARRELL, BARBARA

Bridgewater State College  
Bachelor's Degree

## FRIEDMAN, JASON

Western New England College  
Less Than 60 Credit Hrs.

## GHEORGE, DANIEL

Florida Atlantic University  
Bachelor's Degree

## GREY, CARLA W

Florida International University  
Bachelor's Degree

## GROSSO, VINCENT

Florida Atlantic University  
Master's Degree

## GUNSTEN, JAY

Florida State University  
Bachelor's Degree

## HALE, KEVIN

Broward College  
Associate Of Arts

## HALL, ZACHARY DONALD

Broward College  
Associate's Degree

## HAMILTON , LORNA ESTELLA

University Of Phoenix - Phoenix Campus  
Master's Degree

## HINTON, ALICIA

University Of Phoenix - Phoenix Campus  
Master's Degree

## HUNT, PATRICK

City College - Ft. Lauderdale Campus  
Associate's Degree

## JONKER, ALEXANDRA

Broward College  
Associate's Degree

## KIDDY, VALERY S

Florida International University  
Bachelor's Degree

## KNAPP, WALTER

Associate's of Science

## KRYS, NATHAN

Air Force Institute Technology  
Master's Degree

## LARSEN, DANIEL

Columbia Southern University  
Bachelor's Degree

## LAYTON, BRYAN

Broward College  
Associate's Degree

## LAZAR, ALAN

Strayer University  
Master's Degree

## LEEN, HARRY FREDERICK

Wayne State University  
Master's Degree

## LONG, ANTHONY

Florida International University  
Bachelor's Degree

## LOPEZ, JEFFREY

Broward County, FL  
Vocational Certificate

## Part-Time Instructional Staff (continued)

### LUONGO, KYLER JOSEPH

University of Miami  
Bachelor's Degree

### MALDONADO, MONICA

Broward College  
Associate's Degree

### MARTELLY, MARIE-FRANCE

University of Florida  
Bachelor's Degree

### MARTIN, JEFFREY

Columbia Southern University  
Bachelor's Degree

### MARTINEZ, JESUS

High School Diploma

### MASSA, JASON

Broward College  
Associate's Degree

### MASTERS, BRADLEY

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

### McCANDLESS, TIMOTHY

Broward County, FL  
Vocational Certificate

### McGARVEY, ELIZABETH

University of Florida  
Bachelor's Degree

### McLAUGHLIN, VINCENT

Florida Atlantic University  
Bachelor's Degree

### MEDINA JR, ROLANDO

Charles W. Flanagan High School  
High School Diploma

### MEME, JENNIFER

University of Maryland, Baltimore  
Master's Degree

### METTS, JOSEPH

Nova Southeastern University - FL  
Master's Degree

### MEYERS, KEVIN

High School Diploma

### MEYERSON, KEITH D

Broward College  
Diploma

### MICHAELS, JAMES

University of Missouri-Kansas City  
Master's Degree

### MONAHAN, EDWARD

Division of State Fire Marshall  
Certificate

### MOORE, MATHEW

Broward College  
Associate's Degree

### MUSSER, STEPHEN B

Broward College  
Associate's Degree

### NOEL, FELIE

Florida Atlantic University  
Master's Degree

### OCHOA, ANTHONY

Florida International University  
Bachelor's Business Associate's Degree

### ODONNELL, HUGH

Saint Thomas University-FL  
Master's Degree

### OSHIELDS, MICHAEL D

Healthcare Institute  
Associate's Degree

### OUTLAW II, NAPOLEON

Michigan State University  
Bachelor's Degree

### PAGANO, MICHAEL

Broward College  
Less Than 60 Credit Hrs.

### PEASANT, ERIC

Saint Thomas University  
Bachelor's Degree

### PHILLIPSON, KURT

Broward College  
Associate's Degree

### PRICE, OLEN

Florida International University  
Bachelor's Degree

### REILLY, ROBERT

Broward County, FL  
Vocational Certificate

### REYES, RAUL V

Broward College  
Associate's Degree

### RINEHART, TRAVIS

Broward College  
Associate's Degree

### SAHDALA, ROBERT

Broward College  
Less Than 60 Credit Hrs.

### SAMSON, GLEN

Broward College  
Less Than 60 Credit Hrs.

### SANFILIPPO, STEPHEN

Broward College  
Associate's Degree

### SANTANA, HAROLD

Broward County, FL  
Vocational Certificate

### SASIDHARAN NAIR, SREEJITHKUMA

Grand Canyon University  
Bachelor's Degree

### SCHMALZ, BRYAN

Marian College Of Fond Du Lac  
Bachelor's Degree

### SELLERS, MARGARET

Nova Southeastern University - FL  
Master's Degree

### SHADER, ROBERTA

Cleveland State University  
Bachelor's Degree

### SHATTENKIRK, RANDY

Art Institute Fort Lauderdale  
Associate's Degree

### SMITH, DAVID

Broward College  
Associate's Degree

### SORRENTINO, JOSEPH

Bachelor's Degree

### SPEER JR., DANIEL LEE

Walden University-MN  
Master's Degree

### STREETE, DIONNE R

High School Diploma

### SUCHER, JONATHAN

Broward College  
Associate's Of Science

### SWEETMAN III, JAMES

Broward County, FL  
Vocational Certificate

### THOMAS, LUCIE

Florida Atlantic University  
Master's Degree

### THOMAS, VIDOL

University Of Phoenix  
Master's Degree

### TURNBACH, MATTHEW

High School Diploma

### TWIST, EDWARD

Saint Thomas University  
Bachelor's Degree

### WILLEY, ANNE

Chamberlain College of Nursing  
Master's Degree

### WINDSOR, GARY

Miami Dade College  
Associate's Degree

### WOODEN, RAWN

Johnson & Wales University  
Associate's Degree

### YOHANNES, EDEN

Barry University  
Bachelor's Degree

### ZIMMERMAN, JOHN

Broward College  
Certificate



## 2018-2019 School Calendar

THE SCHOOL BOARD OF BROWARD COUNTY, FLORIDA

### First Quarter

Wednesday, August 8, 2018	Employee Planning - 1
Thursday, August 9, 2018	Employee Planning - 2
Friday, August 10, 2018	Employee Planning - 3
Monday, August 13, 2018	Employee Planning - 4
Tuesday, August 14, 2018	Employee Planning - 5
Wednesday, August 15, 2018	Start 1st Quarter - (44 Days)
Monday, September 3, 2018	Holiday - 1
Monday, September 10, 2018	Day Off
Monday, September 17, 2018	Interim Reports Issued
Wednesday, September 19, 2018	Day Off
Monday, October 8, 2018	FTE Survey 2
Tuesday, October 9, 2018	FTE Survey 2
Wednesday, October 10, 2018	FTE Survey 2
Thursday, October 11, 2018	FTE Survey 2
Friday, October 12, 2018	FTE Survey 2
Thursday, October 18, 2018	Early Release - 1
Friday, October 19, 2018	Employee Planning - 6

### Second Quarter

Monday, October 22, 2018	Start 2nd Quarter (40 Days)
Tuesday, November 6, 2018	Employee Planning - 7
Monday, November 12, 2018	Holiday - 2
Wednesday, November 14, 2018	Report Cards Issued for First Quarter
Tuesday, November 20, 2018	Interim Reports Issued
Wednesday, November 21, 2018	Day Off
Thursday, November 22, 2018	Holiday - 3
Friday, November 23, 2018	Day Off
Friday, December 21, 2018	Early Release - 2
Monday, December 24, 2018	Day Off
Tuesday, December 25, 2018	Day Off
Wednesday, December 26, 2018	Day Off
Thursday, December 27, 2018	Day Off
Friday, December 28, 2018	Day Off
Monday, December 31, 2018	Day Off
Tuesday, January 1, 2019	Holiday - 4
Wednesday, January 2, 2019	Day Off
Thursday, January 3, 2019	Day Off
Friday, January 4, 2019	Day Off
Monday, January 7, 2019	Employee Planning - 8

### Third Quarter

Tuesday, January 8, 2019	Start 3rd Quarter (51 Days)
Monday, January 21, 2019	Day Off
Wednesday, January 30, 2019	Report Cards Issued for Second Quarter
Monday, February 4, 2019	FTE Survey 3
Tuesday, February 5, 2019	FTE Survey 3
Wednesday, February 6, 2019	FTE Survey 3
Thursday, February 7, 2019	FTE Survey 3
Friday, February 8, 2019	FTE Survey 3
Tuesday, February 12, 2019	Interim Reports Issued
Monday, February 18, 2019	Holiday - 5
Thursday, February 21, 2019	Early Release - 3
Thursday, March 21, 2019	Early Release - 4
Friday, March 22, 2019	Employee Planning - 9
Monday, March 25, 2019	Day Off
Tuesday, March 26, 2019	Day Off
Wednesday, March 27, 2019	Day Off
Thursday, March 28, 2019	Day Off
Friday, March 29, 2019	Day Off

### Fourth Quarter

Monday, April 1, 2019	Start 4th Quarter (45 Days)
Tuesday, April 16, 2019	Report Cards Issued for Third Quarter
Friday, April 19, 2019	Day Off
Wednesday, May 1, 2019	Interim Reports Issued
Thursday, May 9, 2019	Early Release - 5
Monday, May 27, 2019	Holiday - 6
Tuesday, June 4, 2019	Early Release - 6
Tuesday, June 4, 2019	Last Day of School
Wednesday, June 5, 2019	Employee Planning - 10
Wednesday, June 26, 2019	Report Cards Issued for Fourth Quarter

### Summer Term

Monday, June 10, 2019	Start Summer Term (43 Days)
Tuesday, July 4, 2019	Day Off
Friday, August 10, 2019	Last Day of Term

NOTE: WHEN SCHOOLS AND ADMINISTRATIVE OFFICES ARE CLOSED, "BLACK-OUT-DAYS" ARE IDENTIFIED BY THE OFFICE OF SCHOOL PERFORMANCE AND ACCOUNTABILITY AND EXTRACURRICULAR ACTIVITIES WILL BE RESTRICTED OR WILL NOT OCCUR.



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