



**MOUNTAINLAND**  
**APPLIED TECHNOLOGY COLLEGE**

American Fork • Orem • Spanish Fork • Thanksgiving Point • Wasatch

In partnership with the school districts, Mountainland Applied Technology College (MATC) provides high school students advanced technical training for high school elective credit. Credit and grades are awarded by the student's school. High school students may enroll in MATC programs tuition-free and learn marketable job skills before graduation. Students are responsible for applicable fees and will be required to purchase books and other supplies depending on the various program requirements. The fees vary in amount and must be paid at the time of registration. Students must be at least 16 years old and register through their high school counselor to attend MATC. Classes are offered at various times and on several campuses. When registering, carefully read the information regarding location, day and times. Registration and cancellation should be done through the student's high school counselor.

### ***Tuition and Fees***

- High school students don't pay tuition. However, once a student or a student's class has graduated, they are considered to be an adult, and are required to pay tuition on any hours remaining for their certification(s). Tuition is currently \$1.55 per enrolled hour, and is subject to change.

### ***Admission Policy***

- MATC operates under an open door policy and serves all individuals on an equal opportunity basis. All persons who can benefit from technical education, and are 16 years of age (or older) have an opportunity to enroll in courses, but not necessarily all programs. A high school diploma or GED is not an entrance requirement for all programs but does apply to some.
- High school students must approve enrollment start and end dates with their high school counselor before registering with MATC.

### ***Attendance***

- High school students (juniors or seniors and minimum 16 years of age) will be admitted upon the recommendation of his/her high school counselor. It is the responsibility of the high school counselor to ascertain the maturity level and academic readiness of high school students prior to placement in MATC programs. Students who are found to be deficient in maturity or academic progression may be transferred back to the high school.
- High school students may enroll in a MATC open entry/ open exit program their senior year at the start of the summer, fall, or spring session. Students may also start during their senior year, with documented permission from their high school counselor, as class space is available.

For more information call 801-753-MATC (6282) or visit our website [www.mlatc.edu](http://www.mlatc.edu).

*Program dates, times, tuition and fees are subject to change.*

## **APPRENTICESHIP PROFESSIONS**

*(1<sup>st</sup> Year of a 4 year training program)*

### **Electrical Apprenticeship (180 Hours) – Class Fees: \$350.00 (fall and spring)**

As an Electrician Apprentice you will install and maintain electrical systems. You will place wiring in buildings and repair electronic controls on equipment. Some of your responsibilities will be: reading blueprints and placing electrical conduit inside walls, partitions, ceilings, and other areas. This program will satisfy the educational requirements to take the State Journeyman Exam. MATC's Apprenticeship programs are composed of two parts: (1) on-the-job training and (2) classroom instruction. The on-the-job training is provided by an outside sponsor (employer) who exposes the apprentice to practical applications in all areas of a chosen trade. The classroom related instruction is an organized form of instruction, designed to provide the apprentice with knowledge of the theoretical and technical aspects of his or her trade. Classroom related instruction will be held at one of MATC's Campuses.

#### **Program Prerequisites:**

- *First year students are required to meet with the Apprenticeship Department before enrolling in the program. To schedule an appointment call: (801) 863-7953 -or- (801) 863-7950*
- This program is available to high school seniors.
- Students must work at least part time for an electrical company, and be supervised by a Master or Journeyman Electrician. However, unemployed first year students may register for courses, if there is space available.

#### **Schedule**

<b>CAMPUS</b>	<b>DAYS</b>	<b>TIMES</b>	<b>START/END DATES</b>
Orem Campus 1A Session	Monday & Wednesday	6:00pm - 9:00pm	August 22, 2012-December 10,2012
Orem Campus 1A Session	Tuesday & Thursday	6:00pm - 9:00pm	August 21, 2012-December 6,2013
Orem Campus 1B Session	Monday & Wednesday	6:00pm - 9:00pm	January 14,2013-May 6, 2013
Orem Campus 1B Session	Tuesday & Thursday	6:00pm - 9:00pm	January 15,2013-April 30 , 2013

### **HVAC Apprenticeship (180 Hours) – Class Fees: \$350.00 (fall and spring)**

As an HVAC Apprentice, you will learn techniques required to install new equipment as well as skills and knowledge to repair and troubleshoot existing equipment. This program is designed with related theory and hands-on application. MATC's Apprenticeship programs are composed of two parts: (1) on-the-job training and (2) classroom instruction. The on-the-job training is provided by an outside sponsor (employer) who exposes the apprentice to practical applications in all areas of a chosen trade. The classroom related instruction is an organized form of instruction, designed to provide the apprentice with knowledge of the theoretical and technical aspects of his or her trade. Classroom related instruction will be held at one of MATC's Campuses. Most sponsors of this program are also registered with the Office of Apprenticeship. Federal Certification is available through the Office of Apprenticeship.

#### **Program Prerequisites:**

- *First year students are required to meet with the Apprenticeship Department before enrolling in the program. To schedule an appointment call: (801) 863-7953 -or- (801) 863-7950*
- This program is available to high school seniors.
- Students must work at least part time for an HVAC company and be supervised by a Journeyman. However, unemployed first year students may register for courses, if there is space available.

#### **Schedule**

<b>CAMPUS</b>	<b>DAYS</b>	<b>TIMES</b>	<b>START/END DATES</b>
Orem Campus 1A Session	Monday & Wednesday	6:00pm - 9:00pm	August 22, 2012-December 10,2012
Orem Campus 1A Session	Tuesday & Thursday	6:00pm - 9:00pm	August 21, 2012-December 6,2013
Orem Campus 1B Session	Monday & Wednesday	6:00pm - 9:00pm	January 14,2013-May 6, 2013
Orem Campus 1B Session	Tuesday & Thursday	6:00pm - 9:00pm	January 15,2013-April 30 , 2013

### **Plumbing Apprenticeship (180 Hours) – Class Fees: \$350.00 (fall and spring)**

As a Plumber Apprentice, you will be working in residential and commercial buildings assembling, installing, and repairing water, drainage, and heating systems. You will install water pipes, sinks, bathtubs, water heaters, and dishwashers. This program will satisfy the educational requirements to take the State Journeyman Exam. MATC's Apprenticeship programs are composed of two parts: (1) on-the-job training and (2) classroom instruction. The on-the-job training is provided by an outside sponsor (employer) who exposes the apprentice to practical applications in all areas of a chosen trade. The classroom related instruction is an organized form of instruction, designed to provide the apprentice with knowledge of the theoretical and technical aspects of his or her trade. Classroom related instruction will be held at one of MATC's Campuses.

#### **Program Prerequisites:**

- *First year students are required to meet with the Apprenticeship Department before enrolling in the program. To schedule an appointment call: (801) 863-7953 -or- (801) 863-7950*
- This program is available to high school seniors.
- Students must work at least part time for a plumbing company and be supervised by a Master or Journeyman Plumber. However, unemployed first year students may register for courses, if there is space available.

#### **Schedule**

<b>CAMPUS</b>	<b>DAYS</b>	<b>TIMES</b>	<b>START/END DATES</b>
Orem Campus 1A Session	Monday & Wednesday	6:00pm - 9:00pm	August 22, 2012-December 10,2012
Orem Campus 1A Session	Tuesday & Thursday	6:00pm - 9:00pm	August 21, 2012-December 6,2013
Orem Campus 1B Session	Monday & Wednesday	6:00pm - 9:00pm	January 14,2013-May 6, 2013
Orem Campus 1B Session	Tuesday & Thursday	6:00pm - 9:00pm	January 15,2013-April 30 , 2013

## ***AUTOMOTIVE TECHNOLOGY***

### **Automotive Fundamentals (60 Hours) – Class Fees: \$75.00**

The Fundamentals course introduces students to the safe use of chemicals, hand tools, power tools, protective clothing and equipment, fire protection, shop equipment, EPA and OSHA regulations, customer relations, repair order, time, cost estimation, and ordering of parts.

#### **Program Prerequisites**

- This program is available to high school juniors and seniors.
- Student must have a valid driver's license.

#### **Fall Schedule**

<b>CAMPUS</b>	<b>DAYS</b>	<b>TIMES</b>	<b>START/END DATES</b>
American Fork Campus	Alpine A <i>or</i> B Days	7:30am-8:45am	August 21, 2012-January 11, 2013
American Fork Campus	Alpine A <i>or</i> B Days	9:20am-10:35am	August 21, 2012-January 11, 2013
Spanish Fork Campus	Nebo A <i>or</i> B Days	7:30am-8:45am	August 21, 2012-January 11, 2013

#### **Spring Schedule**

<b>CAMPUS</b>	<b>DAYS</b>	<b>TIMES</b>	<b>START/END DATES</b>
American Fork Campus	Alpine A <i>or</i> B Days	7:30am-8:45am	January 14, 2013-May 22, 2013
American Fork Campus	Alpine A <i>or</i> B Days	9:20am-10:35am	January 14, 2013-May 22, 2013
Spanish Fork Campus	Nebo A <i>or</i> B Days	7:30am-8:45am	January 14, 2013-May 22, 2013

**Automotive Engines (630 Hours) – Class Fees: \$330.00**

**Automotive Fundamentals Class and Shop Training (60 Hours):**

The Automotive Fundamentals section introduces students to the safe use of chemicals, hand tools, power tools, protective clothing and equipment, fire protection, shop equipment, EPA and OSHA regulations, customer relations, repair order, time, cost estimation, and ordering of parts.

**Automotive Engines Class and Shop Training (570 Hours):**

The Automotive Engines section will train students to become proficient in engine repair, electrical systems and engine performance. Program topics include: engine theory and complete engine disassembly and repair; electrical theory and system diagnosis and repair, including starting, charging and lighting systems, theory, diagnosis and repair on engine fuel, ignition, and electronic management systems.

**Program Prerequisites**

- This program is available to high school juniors and seniors.
- Student must have a valid driver's license.
- Students with previous automotive training may be able to have the Fundamentals Course Training (60 hours) requirement waived. Please contact the program instructor or MATC Student Services for information.

**Schedule**

CAMPUS	DAYS	TIMES	START/END DATES
American Fork Campus	Monday - Friday	7:30am - 10:30am	August 21, 2012 - May 22, 2013
American Fork Campus	Monday - Friday	11:30am-2:30pm	August 21, 2012 - May 22, 2013
Spanish Fork Campus	Monday - Friday	7:30am - 10:30am	August 21, 2012 - May 22, 2013

**Vehicle Performance (630 Hours) – Class Fees: \$330.00**

**Automotive Fundamentals Class and Shop Training (60 Hours):**

The Automotive Fundamentals section introduces students to the safe use of chemicals, hand tools, power tools, protective clothing and equipment, fire protection, shop equipment, EPA and OSHA regulations, customer relations, repair order, time, cost estimation, and ordering of parts.

**Vehicle Performance Class and Shop Training (570 Hours):**

The Vehicle Performance section is designed to teach all aspects of automotive drive train and handling systems on passenger cars, trucks, SUV's, 4 wheel drive, and all-wheel drive vehicles. Program topics include: manual transmissions and transaxles, drive shafts and cv axles, brakes, steering and suspension, tires and wheels, and all aspects of vehicle handling, power train performance, and advanced traction control systems. The program will also cover aspects of vehicle modifications for off-road and race-track handling and performance.

**Program Prerequisites**

- This program is available to high school juniors and seniors.
- Student must have a valid driver's license.
- Students with previous automotive training may be able to have the Fundamentals Course Training (60 hours) requirement waived. Please contact the program instructor or MATC Student Services for information.

**Schedule**

CAMPUS	DAYS	TIMES	START/END DATES
American Fork Campus	Monday - Friday	11:30am-2:30pm	August 21, 2012 - May 22, 2013
Spanish Fork Campus	Monday - Friday	11:45am - 2:45pm	August 21, 2012 - May 22, 2013

**Diesel Mechanics (540 Hours) – Class Fees: \$255.00**

Diesel Mechanics may be hired as mechanics working on engines, automatic transmissions, drive trains, electrical systems, suspension and steering, hydraulics, and air systems. They work on heavy equipment, farm equipment, and on highway trucks.

Diesel mechanics diagnose, repair, weld, and fine-tune the working parts of buses, trucks, construction machinery, and generators. Students will become proficient in basic shop skills, PM inspections, brake relines, engine tune-up and rebuilding, component inspection and measuring, drive trains, suspension and steering, and electrical trouble shooting.

**Program Prerequisites**

- This program is available to high school seniors only.
- Student must have a valid driver’s license.

**Schedule**

CAMPUS	DAYS	TIMES	START/END DATES
American Fork Campus	Monday - Friday	7:30am - 10:30am	August 21, 2012 - May 22, 2013
American Fork Campus	Monday - Friday	11:30am-2:30pm	August 21, 2012 - May 22, 2013

**COMPUTER TECHNOLOGY**

**Information Technology (540 Hours) – Class Fees: \$275.00**

The Information Technology Program helps meet the diverse needs of students with different interests and objectives. Students are able to extend instruction with online courseware, reference materials, group collaboration, and monitoring. With support from instructors, students who are disciplined and motivated cannot only earn industry recognized certifications, but will also acquire the hands-on skills to be confident in competing in today’s workforce. Programs are self-paced so students can focus and progress without the added pressure of trying to keep up with the class or wanting to move faster. Students can earn certifications from Cisco such as the CCENT and the CCNA. Certifications from Microsoft include the MCP, MCTS, and MCITP. Some of the industry certifications available from CompTIA are A+, NET+, Linux+, Security+, and others.

**Program Prerequisites**

- This program is available to high school juniors and seniors.
- All students must meet with the MATC Career Counselor prior to enrollment to complete a Training Agreement Form.

**Schedule**

CAMPUS	DAYS	TIMES	START/END DATES
Thanksgiving Point Campus	Monday - Friday	7:30am - 10:30am	Open Entry/Open Exit
Thanksgiving Point Campus	Monday - Friday	11:30am-2:30pm	Open Entry/Open Exit

**Business Technology (1,020 Hours) – Class Fees: \$170.00**

Business Technology prepares students for an office technician career in today’s high tech business environment. Students learn the basics of keyboarding, word processing, spreadsheets, databases, records management, electronic presentations and accounting practices. Students may be able to waive portions of the program, by demonstrating competencies obtained in other business programs.

**Program Prerequisites**

- This program is available to high school juniors and seniors.
- All students must meet with the MATC Career Counselor prior to enrollment to complete a Training Agreement Form.

**Schedule**

CAMPUS	DAYS	TIMES	START/END DATES
Orem Campus	Monday - Friday	7:30am-10:30am	Open Entry/Open Exit
Orem Campus	Monday - Friday	11:45am-2:45pm	Open Entry/Open Exit

- **High school students must have district approval to attend MATC business courses.**

## HEALTHCARE TECHNOLOGY

### **Dental Assistant (750 Hours) – Class Fees: \$300.00**

#### **Class and Lab Training (450 Hours):**

This program trains students in all aspects of chair-side assisting including: dental operations, instruments, laboratory procedures, reception, and billing. Students will earn radiology, OSHA, and CPR/First Aid certifications. Students will attend the state dental convention. This is also a great introduction to the dental field for students interested in becoming dentists, hygienists, lab technicians, and specialty assistants.

#### **Externship Training (300 Hours):**

During this part of the program, the student works on-site at a dental office, where the student observes and assists, the dentist in daily tasks. This gives the student hands-on training in the dental field as a dental assistant. Students will be responsible to arrange their own externship site, in coordination with the instructor. During the externship, students are required to have at least 15 hours per week at their site.

#### **Program Prerequisites**

- This program is available to high school seniors, and adults.
- Due to high demand, high school students must be screened and selected by their high school counselor. Each high school is given a set number of seats for each session's enrolment. Only those high school students selected by their counselor will be allowed to enroll prior to August 1. After August 1<sup>st</sup>, seats that have not been filled will be given on a first come / first serve basis.

#### **Schedule**

CAMPUS	DAYS	TIMES	START/END DATES
American Fork Campus	Monday - Friday	7:30am - 10:30am	August 21, 2012 - May 22, 2013
American Fork Campus	Monday - Friday	11:30am-2:30pm	August 21, 2012 - May 22, 2013
Spanish Fork Campus	Monday - Friday	7:30am - 10:30am	August 21, 2012 - May 22, 2013
Spanish Fork Campus	Monday - Friday	11:45am-2:45pm	August 21, 2012 - May 22, 2013
Thanksgiving Point Campus	Monday - Friday	7:30am - 10:30am	August 21, 2012 - May 22, 2013
Thanksgiving Point Campus	Monday - Friday	11:30am-2:30pm	August 21, 2012 - May 22, 2013
Heber Valley Campus	Monday - Friday	7:30am - 10:30am	August 21, 2012 - May 22, 2013

### **Emergency Medical Technician (EMT) Basic (225 Hours) – Class Fees: \$311.00**

The EMT Basic course will prepare students for a career in public service. It will prepare students for employment in Law Enforcement or Fire or Emergency Medicine. It teaches what to do when faced with a medical emergency. Training includes clinical and classroom hands-on training, and has minimum attendance requirements for state licensure. Topics include HAZMAT awareness, basic first aid, patient assessment, triage, multi-casualty, emergent and non-emergent patient moves (with and without CNS injury), airway management, CPR, shock & bleeding control, and more. Students can become key members of the EMS system. Students who pass the state certification can earn 9 hours of credit at some state colleges, if currently registered and enrolled with a minimum of 3 hours.

Students must meet with the EMT instructor for college credit requirements and/or national certification:

MATC EMT Instructor LaRae Thorpe (801) 360-9888.

#### **Program Prerequisites**

- This program is available to high school seniors only.
- MUST BE AT LEAST 18 YEARS OF AGE within 120 days of course completion.
- Students must have a current CPR certification through American Heart Association (Health Care Provider Level). Students who do not have a current CPR card will have an opportunity during the program to obtain the CPR certification.

### Fall Schedule

CAMPUS	DAYS	TIMES	START/END DATES
Orem Campus	Monday - Friday	7:30am - 10:00am	August 21, 2012-January 11, 2013
Orem Campus	Monday - Friday	12:00am-2:30pm	August 21, 2012-January 11, 2013
Spanish Fork Campus	Monday - Friday	7:30am - 10:00am	August 21, 2012-January 11, 2013
Spanish Fork Campus	Monday - Friday	12:15am-2:45pm	August 21, 2012-January 11, 2013
Thanksgiving Point Campus	Monday - Friday	7:30am - 10:00am	August 21, 2012-January 11, 2013
Thanksgiving Point Campus	Monday - Friday	12:15am-2:45pm	August 21, 2012-January 11, 2013

### Spring Schedule

CAMPUS	DAYS	TIMES	START/END DATES
Orem Campus	Monday - Friday	7:30am - 10:00am	January 14, 2013-May 22, 2013
Orem Campus	Monday - Friday	12:00am-2:30pm	January 14, 2013-May 22, 2013
Spanish Fork Campus	Monday - Friday	7:30am - 10:00am	January 14, 2013-May 22, 2013
Spanish Fork Campus	Monday - Friday	12:15am-2:45pm	January 14, 2013-May 22, 2013
Thanksgiving Point Campus	Monday - Friday	7:30am - 10:00am	January 14, 2013-May 22, 2013
Thanksgiving Point Campus	Monday - Friday	12:15am-2:45pm	January 14, 2013-May 22, 2013

### Medical Assistant (810 Hours) – Class Fees: \$305.00

#### Class and Lab Training (630 Hours):

The MA program will train students to assist physicians in a medical setting. Students will learn all aspects of the medical office including: clinical care, patient preparation for the physician, vital, assessment, record keeping, phlebotomy (blood drawing), IV placement, laboratory procedures, biohazard handling, electrocardiogram, injections, minor surgical procedures, and health behaviors. In addition to working with the doctor students will learn some front office skills including: office reception skills, scheduling, billing, insurance, and medical coding. Students will also be trained in CPR and First Aid.

#### Externship Training (180 Hours):

This program includes a mandatory externship. The student works under the supervision of a doctor at a medical setting, observing and assist in daily tasks. Students will be responsible to arrange their own externship site, in coordination with the program instructor.

#### Program Prerequisites

- This program is available to high school seniors only.
- Students must have a TB test and a Hepatitis B vaccine. Check with your instructor concerning the IHC requirement for a 2 step TB, 2 MMR's, and Varicella or documented case of chicken pox. Adult students must complete a drug screen and background check.
- All students must meet with the MATC Counselor prior to enrollment to complete a training agreement form.

#### Schedule

CAMPUS	DAYS	TIMES	START/END DATES
American Fork Campus	Monday - Friday	7:30am - 10:30am	August 21, 2012 - May 22, 2013 *
American Fork Campus	Monday - Friday	11:30am-2:30pm	Open Entry/Open Exit
Spanish Fork Campus	Monday - Friday	7:30am - 10:30am	August 21, 2012 - May 22, 2013 *
Spanish Fork Campus	Monday - Friday	11:45am-2:45pm	August 21, 2012 - May 22, 2013 *
Thanksgiving Point Campus	Monday - Friday	7:30am - 10:30am	Open Entry/Open Exit
Thanksgiving Point Campus	Monday - Friday	11:30am-2:30pm	Open Entry/Open Exit

*\*To complete the program and receive a certificate of completion, students must finish all competencies. High school students who have not completed program competencies by May 22<sup>nd</sup> have up to 30 additional class periods*

to complete their work. Students will be charged tuition for hours of class and externship that extend past May 22' 2013.

**Medical Billing and Coding (1,100 Hours) – Class Fees: \$305.00**

The need for qualified medical coders has greatly increased due to demand for health care services and the tightening of government guidelines related to health care coverage, patient services and reimbursement processes. This program will train students to properly locate, document, and validate appropriate diagnostic and procedure codes using the current ICD-9-CM/ICD-10-CM, CPT, and HCPCS coding manuals for professional services. Proper billing, insurance claim preparation, and reimbursement policies will be taught as part of this program. Students will also gain knowledge of medico legal and ethical responsibilities, as well as anatomy and medical terminology. Students completing this program will be able to apply for employment opportunities in doctor’s offices, clinics, nursing homes, hospitals, labs, public health facilities and insurance agencies. Students will be prepared to test for the Certified Professional Coder (CPC) examination with the American Academy of Professional Coders (AAPC). Students that successfully pass the examinations will be nationally certified as medical coders with the AAPC.

**Program Prerequisites**

- This program is available to high school juniors and seniors.
- All students must meet with the MATC Counselor prior to enrollment to complete a training agreement form.

**Schedule**

CAMPUS	DAYS	TIMES	START/END DATES
Spanish Fork Campus	Monday - Friday	7:30am - 10:30am	Open Entry/Open Exit
Spanish Fork Campus	Monday - Friday	11:45am-2:45pm	Open Entry/Open Exit
Thanksgiving Point Campus	Monday - Friday	7:30am - 10:30am	Open Entry/Open Exit
Thanksgiving Point Campus	Monday - Friday	11:30am-2:30pm	Open Entry/Open Exit

**Medical Office Administration (630 Hours) – Class Fees: \$305.00**

**Class and Lab Training (540 Hours):**

This program will train students to obtain employment as a receptionist, administrative assistant, unit clerk, ward clerk, or health information specialist. Employment is available in physicians offices, hospitals, clinics, insurance companies, public school health services, research institutes, foundations, public health departments, correctional facilities, or in medical departments of large companies. Students will be trained in administrative and clerical procedures including: reception, appointment scheduling, telephone triage, organizing medical records and filing, medico legal and ethical responsibilities, basic billing and medical coding, insurance claims and reimbursement policies, collection processes of patient accounts, computer billings, banking, accounts payable, accounts receivable, transcription, payroll, employment skills, as well as medical terminology to be able to read and understand what is needed in communicating with patients and physicians.

**Externship Training (90 Hours):**

For this part of the program, the student goes on-site to a medical office where they observe and assist in the doctor’s office administration of daily tasks. Students will be responsible to arrange their own externship site in coordination with the program instructor.

**Program Prerequisites**

- This program is available to high school juniors and seniors.
- All students must meet with the MATC Counselor prior to enrollment to complete a training agreement form.

**Schedule**

CAMPUS	DAYS	TIMES	START/END DATES
Spanish Fork Campus	Monday - Friday	7:30am - 10:30am	Open Entry/Open Exit
Spanish Fork Campus	Monday - Friday	11:45am-2:45pm	Open Entry/Open Exit
Thanksgiving Point Campus	Monday - Friday	7:30am - 10:30am	Open Entry/Open Exit
Thanksgiving Point Campus	Monday - Friday	11:30am-2:30pm	Open Entry/Open Exit

**Nurse Assistant (CNA) (135 Hours) – Class Fees: \$206.00**

Students are trained under the direction of a licensed nurse in patient physical, emotional, and social care. Classroom theory and clinical experience in a health care facility is provided. Often the clinical experience will not be scheduled at the same time as class. When students pass the course and the state exam, they will be a Certified Nursing Assistant (CNA), and qualified to take jobs at assisted living centers, long term care centers, home health agencies, and hospitals. Most LPN and RN training institutions require a CNA Certification as part of their prerequisites. Healthcare Provider CPR certification through the American Heart Association will be taught as part of the course curriculum.

**Program Prerequisites**

- This program is available to high school juniors and seniors.
- Students must be 16 years old prior to the first day of class.
- Students must have TB testing and a Hepatitis B vaccine or sign a waiver form.

**Fall Schedule**

CAMPUS	DAYS	TIMES	START/END DATES
Orem Campus	Monday - Friday	1:15am-2:45pm	August 21, 2012-January 11, 2013
Spanish Fork Campus	Nebo A or B Days	7:30am - 10:30am	August 21, 2012-January 11, 2013
Spanish Fork Campus	Nebo A or B Days	11:45am-2:45pm	August 21, 2012-January 11, 2013
Thanksgiving Point Campus	Alpine A or B Days	7:30am - 10:30am	August 21, 2012-January 11, 2013
Thanksgiving Point Campus	Alpine A or B Days	11:30am-2:30pm	August 21, 2012-January 11, 2013

**Spring Schedule**

CAMPUS	DAYS	TIMES	START/END DATES
Orem Campus	Monday - Friday	1:15am-2:45pm	January 14, 2013-May 22, 2013
Spanish Fork Campus	Nebo A or B Days	7:30am - 10:30am	January 14, 2013-May 22, 2013
Spanish Fork Campus	Nebo A or B Days	11:45am-2:45pm	January 14, 2013-May 22, 2013
Thanksgiving Point Campus	Alpine A or B Days	7:30am - 10:30am	January 14, 2013-May 22, 2013
Thanksgiving Point Campus	Alpine A or B Days	11:30am-2:30pm	January 14, 2013-May 22, 2013

**Pharmacy Technician (500 Hours) – Class Fees: \$240.00**

**Class and Lab Training (320 Hours):**

Students will learn how to assist the pharmacist in a simulated retail or hospital setting. Responsibilities include inventory, ordering, labeling, storing, distributing medicines, working with the patient records, billing information, gathering information for the pharmacist, or distribution of printed information to the patient. Students who successfully complete this training, must have a high school diploma or GED to qualify to sit for the national exam. After passing the national exam, students may apply to become a licensed Pharmacy Technician in the State of Utah. Students must complete the license application process with the State of Utah within one year of the program start date.

**Externship Training (180 Hours):**

This part of the program allows the student to go to a on-site to a pharmacy setting, where they observe and assist in the daily tasks with the pharmacist in a retail or hospital pharmacy. Students will be responsible to arrange their own externship site in coordination with the program instructor. Adult students must complete and pass a background check and drug screen before beginning the externship.

**Program Prerequisites**

- This program is available to high school seniors only.

**Schedule**

CAMPUS	DAYS	TIMES	START/END DATES
Thanksgiving Point Campus	Monday - Friday	11:30am-2:30pm	August 21, 2012 - May 22, 2013

## **MANUFACTURING TECHNOLOGY**

### **Composite Technology (90 Hours) – Class Fees: \$75.00**

This course focuses on training students to fill the growing market need for skilled technicians in the advancing composites industry. The program will include state-of-the-art training for skilled technicians in composites basics, mold preparation, non-vacuum and vacuum parts, prepreg materials, core materials, molds, composite repair and blue print reading. Composites are important in aerospace, automotive, general aviation aircraft, prosthetics, sporting good products, and textile manufacturing.

#### **Program Prerequisites**

- This course is available to high school juniors and seniors.

#### **Schedule**

<b>CAMPUS</b>	<b>DAYS</b>	<b>TIMES</b>	<b>START/END DATES</b>
American Fork Campus	Alpine A or B Day	7:30am-9:30am	August 21, 2012 - January 11, 2013
American Fork Campus	Alpine A or B Day	7:30am-9:30am	January 11, 2013 – May 22, 2013

### **Welding Technology (870 Hours) – Class Fees: \$400.00**

Learn welding and cutting processes including the joining of parts according to blueprints or written specifications. Students learn industrial requirements for occupational skills needed in the welding field. The welding program emphasizes hands-on individualized instruction. In the Welding Technology Program, students have the opportunity to become skilled in shielded metal arc welding, gas metal arc welding, flux cored arc welding, and gas tungsten arc welding. Skills taught also include: drawing and welding symbol interpretation, plasma arc cutting, and gas metal arc welding pulsed aluminum. MATC's Welding Technology Program prepares students for employment as tackers, welding operators, industrial and farm maintenance, all-position structural welders, aluminum and stainless TIG welders, welding foremen, supervisors, consultants, and welding inspectors.

#### **Program Prerequisites**

- This program is available to high school seniors only.
- All students must meet with the MATC Counselor prior to enrollment to complete a training agreement form.
- Course tuition and fees are based on enrollment length and are subject to change based on selected course training options.

#### **Schedule**

<b>CAMPUS</b>	<b>DAYS</b>	<b>TIMES</b>	<b>START/END DATES</b>
Orem Campus	Monday - Friday	7:30am - 10:30am	Open Entry/Open Exit
Orem Campus	Monday - Friday	11:45am-2:45pm	Open Entry/Open Exit

## SERVICE PROFESSIONS

### Barbering (1,000 Hours) – Class Fees: \$1,120.00

Students learn techniques of shaving, mustache/beard design, hair cutting, using razors, shears, and clippers. Special attention will be given to hygiene, skin, scalp disorders, anatomy, sterilization, sanitation, and salon operations. Students will be required to adhere to a professional dress code.

#### Program Prerequisites

- This program is available to high school juniors and seniors.
- All students must meet with the MATC Counselor prior to enrollment to complete a training agreement form.
- All students are required to meet with the cosmetology salon manager to discuss the program and possible schedules.

Thanksgiving Point: Salon Manager (801-753-4247, option: 1)

Spanish Fork: Salon Manager (801-753-4247, option: 2)

#### Schedule

CAMPUS	DAYS	TIMES	START/END DATES
Spanish Fork Campus	Monday – Saturday	Times will vary – See MATC Instructor	Open Entry/Open Exit
Thanksgiving Point Campus	Monday – Saturday	Times will vary – See MATC Instructor	Open Entry/Open Exit

### Cosmetology (2,160 Hours) – Class Fees: \$2,305.00

Cosmetology training will provide students a minimum of 2000 attended hours of instruction. These hours include 1200 hours of hair, 600 hours of aesthetics, and 200 hours of nail related training. These areas of training include: hair cutting and coloring, chemical hair services, hair extensions, barbering, nails, and basic skin care and makeup application. This program will prepare students to sit for the Utah State Board of Cosmetology Licensing Exams.

#### Program Prerequisites

- This program is available to high school juniors and seniors.
- All students must meet with the MATC Counselor prior to enrollment to complete a training agreement form.
- All students are required to meet with the cosmetology salon manager to discuss the program and possible schedules.

Thanksgiving Point: Salon Manager (801-753-4247, option: 1)

Spanish Fork: Salon Manager (801-753-4247, option: 2)

#### Schedule

CAMPUS	DAYS	TIMES	START/END DATES
Spanish Fork Campus	Monday – Saturday	Times will vary – See MATC Instructor	Start dates offered 4x/year; end upon completion of required competencies
Thanksgiving Point Campus	Monday – Saturday	Times will vary – See MATC Instructor	Start dates offered 4x/year; end upon completion of required competencies

**Nail Technician (350 Hours) – Class Fees: \$720.00**

Nail Technology teaches students sanitation and safety, artificial nail techniques, cosmetic chemistry, pedicure and manicuring, nail and skin disorders, professional ethics, nail art and design, and blood spill procedures. Students will be required to adhere to a professional dress code. The course will prepare students to take the Utah State Board Exam for Nail Technology.

**Program Prerequisites**

- This program is available to high school juniors and seniors.
- All students must meet with the MATC Counselor prior to enrollment to complete a training agreement form.
- All students are required to meet with the cosmetology salon manager to discuss the program and possible schedules.

Thanksgiving Point: Salon Manager (801-753-4247, option: 1)

Spanish Fork: Salon Manager (801-753-4247, option: 2)

**Schedule**

CAMPUS	DAYS	TIMES	START/END DATES
Spanish Fork Campus	Monday – Saturday	Times will vary – See MATC Instructor	Open Entry/Open Exit
Thanksgiving Point Campus	Monday – Saturday	Times will vary – See MATC Instructor	Open Entry/Open Exit

**Culinary Arts I (600 Hours) – Class Fees: \$200.00**

This great introductory course helps provide the skills needed for continuing education, or immediate employment in the exciting culinary field. Students will learn cooking and baking principles which will serve as a core foundation in any culinary occupation or setting. Students will study nutrition, sanitation, safety, and basic knife skills as they work in all areas of the kitchen including: dish area, pantry, hot station, bakery, line, short order, and guest services.

**Program Prerequisites**

- This program is available to high school juniors and seniors.

**Schedule**

CAMPUS	DAYS	TIMES	START/END DATES
Thanksgiving Point Campus	Monday - Friday	7:30am - 10:30am	August 21, 2012 - May 22, 2013
Thanksgiving Point Campus	Monday - Friday	11:30am-2:30pm	August 21, 2012 - May 22, 2013

**Culinary Arts II (600 Hours) – Class Fees: \$200.00**

Culinary Arts II builds on the skills learned in the Culinary Arts I Program. Advanced cooking techniques and management skills are the main focus of this second year program. Actual work experience will be provided as students work in the Mountainland Grill and with Mountainland Catering, and serve in supervisory positions over the monthly Evening of Fine/Fun Dining nights.

**Program Prerequisites**

- This program is available to high school juniors and seniors.
- Successful completion of MATC Culinary Arts I program
- Current Food Handler’s Permit

**Schedule**

CAMPUS	DAYS	TIMES	START/END DATES
Thanksgiving Point Campus	Monday - Friday	11:30am-2:30pm	August 21, 2012 - May 22, 2013