LANCASTER COUNTY CAREER & TECHNOLOGY CENTER PROGRAM GUIDE

INCLUDING

PROGRAM INFORMATION &

SKILL ALIGNMENT SHEETS

2027-2028

An electronic copy of this document can be found on the Lancaster County Career & Technology website at:
https://lancasterctc.edu/student-services/forms-documents/

INTRODUCTION

The purpose of this document is to guide school counselors, parents, and students with information regarding the programs offered at the Lancaster County Career & Technology Center (LCCTC).

The LCCTC, Lancaster County school districts, and the IU13 are dedicated to providing education and training to prepare students for college and career success. We encourage you to use this Program Guide to explore the many options available to students at the LCCTC. Included are the recommended courses of study, certification options, financial obligations, and specific skill information for each program. Take the time to review the information and select a path that will fulfill your personal educational and/or work goals.

The Lancaster County Career & Technology Center does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs or activities. Career and technical education program offerings include- healthcare; public safety; consumer services; transportation, construction, advanced manufacturing, visual communications; and culinary arts. Admission criteria is available and can be found on the Lancaster County Career & Technology Center website. Inquiries may be directed to the Student Services Director and Title IX Coordinator or the Section 504 Coordinator at 1730 Hans Herr Drive, Willow Street, PA 17584 or 717-464-7050.

For information regarding the Americans with Disabilities Act (ADA), the rights of an individual with a disability, our obligations under ADA, or grievance procedures, contact the Business Manager and ADA Coordinator, 1730 Hans Herr Drive, Willow Street, PA 17584-0527. Telephone: 717-464-7050.

For inquiries regarding other nondiscriminatory policies and programs, or for information regarding services, activities, programs, and facilities that are accessible to and usable by both disabled persons and national origin minority persons who lack English language skills, contact the Student Services Director and Coordinator for Title VI, Title IX and Section 504, 1730 Hans Herr Drive, Willow Street, PA 17584. Telephone: 717-464-7050 x3124

LANCASTER COUNTY CAREER & TECHNOLOGY CENTER STAFF

ADMINISTRATION

Administrative Director	Dr. Scott Long
Assistant Executive Director	Mike Moeller
Student Services Director	Karin Shipman
Supervisor of Curriculum	TBD

BROWNSTOWN CAMPUS

Principal	Justin Bruhn
Assistant Principal	Mark Stuckey
School Counselor	Melissa Brown

MOUNT JOY CAMPUS

Principal	Dr. Julie Frey
Assistant Principal	Andrew Pursell
School Counselor	Leslie Schlosser

WILLOW STREET CAMPUS

Principal	Jeremy King
Assistant Principal	Mark McCracken
School Counselor	Ami Gallo
School Counselor	Garrett Boop

Lancaster-Lebanon Intermediate Unit 13 Staff for the

LANCASTER COUNTY CAREER & TECHNOLOGY CENTER

Heather Van Aulen, Supervisor of Special Education
Karen Burkhart, Program Assistant

Patrice Reed, Special Education Consultant (Brownstown)
Jaclyn McArdle, Special Education Consultant (Mount Joy & Willow Street)

Elizabeth Weidner, School Psychologist (Brownstown)
Carol Reina, School Psychologist (Willow Street)
Erin Lingle, School Psychologist (Mount Joy)

Peter Knudsen, Social Worker (Brownstown Emotional Support & MHL & Willow Street)
Carrie Heinsey, Social Worker (Mount Joy & Brownstown)

Mourad Senbel, Job Trainer (MHL)
Christina Kaufmann, Job Trainer (MHL)

LOCATION	ITINERANT LEARNING SUPPORT TEACHERS	PARAEDUCATORS
BROWNSTOWN CAMPUS Emotional Support Teacher Megan Martin	Jonathan Stillman Sara Barnick (MHL) Jason Harris Travis Whiteside Cara Sawyer	Elizabeth Moser Keith Vreeland Sandra Fasnacht
MOUNT JOY CAMPUS Emotional Support Teacher Patrick Eichelberger	Lesa Brooks Christopher Kauffman James Tallent Brian Bechtold Christopher Garchinsky	Kimberly Fasnacht Tina Gossard Mari Kay Antonucci
Willow Street Campus Emotional Support Teacher Rebecca Hawkes	Addy Dangler Galen Harrill Meghan McMurtire Megan Harnish-Huaman Greta Van Arman David Moyer	Lois Geyer Sandy Kralicek Lavina Perkins

Email Contact information for all staff named above: firstname_lastname@iu13.org

For general program-related questions please call (717) 606-1867

FULL-DAY PROGRAM OFFERINGS

BROWNSTOWN CAMPUS	MOUNT JOY CAMPUS	WILLOW STREET CAMPUS
ADVANCED MANUFACTURING CENTER Cabinetmaking & Wood Technology 48.0703 Welding Technology 48.0508 **CONSTRUCTION TECHNOLOGIES CENTER** Architectural CAD/ Design 15.1303 Electrical Construction Technology 46.0399 Heavy Equipment Operations & Basic Maintenance 49.0202 HVAC/R 47.0201 Painting & Interior Finishes 46.0408 Plumbing 46.0503 **INFORMATION TECHNOLOGY CENTER** Computer Networking & Security 11.0901 **VISUAL COMMUNICATIONS CENTER** Commercial Art 50.0402 Digital Design/Print Media 10.0399 Photography & Multimedia Communications 10.9999 Interactive Media & Web Design 11.0801 **TRANSPORTATION TECHNOLOGIES CENTER** Power Sport Technology 47.0699	**ADVANCED MANUFACTURING CENTER** Electro-Mechanical Engineering Technology 15.0403 Precision Machining & Computer-Aided Manufacturing 48.0599 Metal Fabrication 48.0506 Welding Technology 48.0508 **CONSTRUCTION TECHNOLOGIES CENTER** Carpentry Technology 46.0201 Building & Property Maintenance 46.0401 **EDUCATION CENTER** Early Childhood Education 19.0708 **CULINARY ARTS CENTER** Baking & Pastry Arts 12.0501 Culinary Arts/Chef 12.0508 **PROTECTIVE SERVICES CENTER** Protective Services Academy 43.9999	**AGRISCIENCE CENTER** Animal Production Science & Technology 01.0901 Veterinary Assistant 01.8301 **HEALTH CARE CENTER** Patient Care Technician 51.0899 Dental Assistant 51.0601 Medical Assistant 51.0801 Nursing Assistant/Home Health Aide 51.0899 **TRANSPORTATION TECHNOLOGIES CENTER** Automotive Technology 47.0604 Collision Repair 47.0603 Diesel Equipment Technology 47.0613 **EDUCATION CENTER** Elementary and Secondary Education 13.0101

HALF-DAY PROGRAM OFFERINGS

MOUNT JOY CAMPUS
Half Day Program
Advanced Health Careers (AM/PM) 51.0899

HALF-DAY INTRODUCTORY PROGRAM OFFERINGS

BROWNSTOWN CAMPUS	MOUNT JOY CAMPUS	WILLOW STREET CAMPUS
Introduction to Construction	Introduction to Construction	Introduction to Construction
Introduction to Culinary Arts	Introduction to Culinary Arts	Introduction to Culinary Arts
Introduction to Health Careers	Introduction to Health Careers	Introduction to Health Careers
Introduction to Manufacturing	Introduction to Manufacturing	Introduction to Manufacturing
Introduction to Transportation	Introduction to Transportation	Introduction to Transportation
Introduction to Visual Arts		Introduction to Visual Arts

PROGRAM PATHWAY ALIGNMENT

YEAR 1		YEAR 2
ARCHITECTURE & CONSTRUCTION	Introduction to Construction	Carpentry Technology- 46.0201 Electrical Construction Technology- 46.0399 Plumbing- 46.0503 HVAC/R- 47.0201 Building & Property Maintenance – 46.0401
ARTS, A/V TECHNOLOGY & COMMUNICATIONS	Introduction to Visual Arts	Commercial Art- 50.0402 Digital Design/Print Media- 10.0399
HEALTH SCIENCE	Introduction to Health Careers	Dental Assistant- 51.0601 Medical Assistant- 51.0801 Nursing Assistant/ Home Health Aide- 51.0899 Patient Care Technician- 51.0899
HOSPITALITY & TOURISM	Introduction to Culinary Arts	Culinary Arts/Chef- 12.0508 Baking & Pastry Arts- 12.0501
MANUFACTURING	Introduction to Manufacturing	Electro-Mechanical Engineering Technology- 15.0403 Welding Technology- 48.0508 Precision Machining & Computer-Aided Manufacturing- 48.0501
TRANSPORTATION, DISTRIBUTION & LOGISTICS	Introduction to Transportation	Collision Repair- 47.0603 Automotive Technology- 47.0604 Diesel Equipment Technology- 47.0613

CHECKLIST FOR STUDENTS CONSIDERING LANCASTER COUNTY CAREER & TECHNOLOGY CENTER PROGRAMS

The student, parent/guardian, and school counselor should investigate each program considered to evaluate the student's ability to complete the course requirements. Review the skill alignment charts found in this guide for more detailed information about each program.

Before submitting a CTC application, a student should:

- ☐ Attend the CTC presentation at the student's high school
- ☐ Meet with a high school counselor to discuss program options and results of aptitude, ability, and interest inventories.
- ☐ Review the Skill Alignment Chart(s) in this document
- ☐ Attend CTC tour(s) offered through the student's high school counseling office
- ☐ Attend CTC Open House
- ☐ Request an individual visit to programs of interest through the student's high school counseling office

SPECIAL EDUCATION STUDENT ASSESSMENT FOR TRANSITION PLANNING AND CAREER PLACEMENT

The assessment produces the information needed by the teams to make planning and placement decisions concerning transition-aged students with disabilities. It is an individualized ongoing process that identifies the student's needs and helps a student and his/her family decide what they want the student to do after leaving school. The assessment information is used to write goals and objectives based on student needs. These become incremental steps toward achieving post-high school outcomes. Outcomes include employment, post-secondary education, or training, and/or community involvement including residential, recreation, and leisure. Assessment for transition planning is a continuing process beginning at age 14 when a course of study must be chosen for the student with disabilities. The success of the assessment process depends upon the active involvement of the students and their families.

A vocational-technical assessment must be conducted if a student is interested in enrolling in a career & technical program. Such assessments may include having the student try out several career programs for a period of time to determine which program is appropriate.

LANCASTER COUNTY CTC - SELECTION PROCESS

1.

All submitted applications are date stamped. On-time applications must be received by January 9, 2026. Program selection is determined by the Selection Criteria and Scoring Rubric. All late applicants will be placed into a program if there is an open seat, placed on a program waitlist, or they may make an alternate program choice.

https://lancasterctc.edu/wp-content/uploads/2025/03/Selection-Criteria-and-Scoring-Rubric.pdf

2. Students and sending school counselors will be advised of the selection decisions for on-time applicants no later than mid-March 2026.

2027-2028 Application- The Lancaster County CTC application is to be completed online. To access the application

please go to https://lancasterctc.edu/home-2/apply-now/

LANCASTER COUNTY CAREER & TECHNOLOGY CENTER
PROGRAM OFFERINGS FOR HIGH SCHOOL

*ADVANCED HEALTH CAREERS (MJ) *HALF-DAY PROGRAM 10
ANIMAL PRODUCTION SCIENCE & TECHNOLOGY (WS) 11
ARCHITECTURAL CAD/DESIGN (BT) 12
AUTOMOTIVE TECHNOLOGY (WS) 13
BAKING & PASTRY ARTS (MJ) 14
CABINET MAKING & WOOD TECHNOLOGY (BT) 15
CARPENTRY TECHNOLOGY (MJ) 16
COLLISION REPAIR (WS) 17
COMMERCIAL ART (BT) 18
COMPUTER NETWORKING & SECURITY (BT) 19
CULINARY ARTS/CHEF (MJ) 20
DENTAL ASSISTANT (WS) 21
DIESEL EQUIPMENT TECHNOLOGY (WS) 22
DIGITAL DESIGN/PRINT MEDIA (BT) 23
EARLY CHILDHOOD EDUCATION (MJ) 24
ELECTRICAL CONSTRUCTION TECHNOLOGY (BT) 25
ELECTRO-MECHANICAL ENGINEERING TECHNOLOGY (MJ) 26
HEAVY EQUIPMENT OPERATIONS & BASIC MAINTENANCE (BT) 27
HVAC/R (BT) 28
INTERACTIVE MEDIA & WEB DESIGN (BT) 29
MEDICAL ASSISTANT (WS) 30
METAL FABRICATION (MJ) 31
NURSING ASSISTANT/HOME HEALTH AIDE (WS) 32
PAINTING & INTERIOR FINISHES (BT) 33
PATIENT CARE TECHNICIAN (WS) 34
PHOTOGRAPHY & MULTIMEDIA COMMUNICATIONS (BT) 35
PLUMBING (BT) 36
POWER SPORT TECHNOLOGY (BT) 37
PRECISION MACHINING & COMPUTER AIDED MANUFACTURING (MJ) 38
PROTECTIVE SERVICES ACADEMY (PSTC, MJ) 39
VETERINARY ASSISTANT (WS) 40
WELDING TECHNOLOGY (MJ/WS) 41
BUILDING AND PROPERTY MAINTENANCE (MJ) 43
ELEMENTARY AND SECONDARY EDUCATION (WS) 45

BT – BROWNSTOWN	MJ – MOUNT JOY	WS - WILLOW STREET	PSTC – LANCASTER COUNTY PUBLIC SAFETY TRAINING CENTER
*NOTE: All programs are full-day unless indicated *Half-Day			

LANCASTER COUNTY CAREER & TECHNOLOGY CENTER
HALF-DAY PROGRAM OFFERINGS FOR HIGH SCHOOL STUDENTS

*INTRODUCTION TO CONSTRUCTION (BT/MJ/WS) *HALF-DAY PROGRAM 46
*INTRODUCTION TO CULINARY (BT/MJ/WS) *HALF-DAY PROGRAM 47
*INTRODUCTION TO HEALTH CAREERS (BT/MJ/WS) *HALF-DAY PROGRAM 48
*INTRODUCTION TO MANUFACTURING (BT/WS/MJ) *HALF-DAY PROGRAM 49
*INTRODUCTION TO TRANSPORTATION (BT/MJ/WS) *HALF-DAY PROGRAM 50
*INTRODUCTION TO VISUAL ARTS (BT/WS) *HALF-DAY PROGRAM 51

BT – BROWNSTOWN	**MJ – MOUNT JOY**	**WS - WILLOW STREET**	**PSTC – LANCASTER COUNTY PUBLIC SAFETY TRAINING CENTER**
*NOTE: All programs are full-day unless indicated *Half-Day			

CAREER PATHWAYS	
OJT- ON-THE-JOB TRAINING	**PS- POST SECONDARY**
BD- BACHELOR'S DEGREE	**WK EXP- WORK EXPERIENCE**
AD- ASSOCIATE DEGREE	**PH.D.- DOCTOR OF PHILOSOPHY**

Program Information & Skill Alignment Chart for: ***ADVANCED HEALTH CAREERS– CIP Code 51.0899** Mount Joy Campus/ Half-Day Program		
Program Information	**Expectations**	
Program Description	– Shadow healthcare professionals in a variety of clinical settings to observe patient care. – Practice ethical standards, confidentiality, leadership, and professionalism when interacting with patients, clients, and coworkers. – Develop student interest in a health care profession by using a college-level curriculum ***Students must provide transportation to class every day.**	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms- – **$110 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – Closed toed shoes required (no slippers, sandals, or crocs) Clearances – TB test 1-2 step depending on clinical site requirement, Record of Immunizations- **Cost Varies** – Up-to-date Record of immunizations and flu shot. – Criminal Background (depending on campus)-**$10** – Child Abuse History (depending on history)-**$22** – FBI Fingerprinting Program Opportunities/Certifications – BLS Healthcare Provider – NSC- Bloodborne & Airborne Pathogens	
Program Outline & Career Pathways	State Program of Study Task Outline – Orientation – Health Care Safety – 24 Hour Clock – Trends of Health Care – Health Care Team – Health Care Economics – Ethics and Legal Aspects of Health Care – Communication – Exploring Death – Introduction to Medical Terminology – Client Assessment – Clinical Observation/Career Experience – Emergency care	Career Pathways – Health Technologists & Tech, OJT – Healthcare Practitioners & Technical Workers, BD – Healthcare Support Workers, OJT – Home Health Aides, OJT – Nursing Assistant, PS – Personal Care Aides, OJT – Phlebotomists, PS *OJT- On-the-Job Training, PS- Post Secondary, BD- Bachelor's Degree
Instructional Time ***** Reading & Math Levels 12th Grade or above	Instructional Time – 1-2 hours a day except on clinical days – Approximately 9 tasks per week – Journal every day while on clinical (full-page) with 2 drug/disease cards Tests/Homework – 1 test every 3 days – 2-3 hours of study time daily	

Other Skills	– Ability to collaborate with a team to complete projects – Attention to detail is extremely important, critical thinking – Basic computer & keyboarding skills – Demonstrate initiative, responsibility, and critical thinking skills – Excellent oral and written communication skills	– Excellent spelling Good attendance – Good memorization skills – Good time management skills to meet deadlines – Stamina – Spelling & note-taking skills – Willingness to study outside of class – Good attendance

Program Information & Skill Alignment Chart for:
ANIMAL PRODUCTION SCIENCE & TECHNOLOGY – CIP Code 01.0901
Willow Street Campus

Program Information	Expectations	
Program Description	– Explore the care, management, evaluation, treatment, and marketing of agricultural production animals such as beef, dairy, swine, poultry, sheep, goats, and horses. – Experience the passion of working with animals in a variety of farm settings. – Interact with experts in the field through job shadowing, clinical experience, co-op opportunities, and FFA membership.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms- – **$250-300 approx.** 3-5 Shirts, 3-5 Pants, 2 Sweatshirts, 1-2 Coveralls, 1 pair of boots for school use only. Program Opportunities/Certifications – FFA Membership – Participation in off campus field trips – NTHS, SkillsUSA, Co-op, Job Shadows – Certified Poultry Technician Certification – Quality Assurance Certifications- Transportation, Beef, Pork – Artificial Insemination – FEMA Animals in Disasters: Awareness and Preparedness, FEMA Animals in Disasters: Community Planning, FEMA Livestock in Disasters – OSHA- Agriculture – Masters of Beef Advocacy	
Program Outline & Career Pathways	Program Task Outline – LCCTC Orientation & Safety – Orientation to Careers & Practices in Animal Science – Animal Safety and Handling – Animal Husbandry Skills – Health Management – Principles of Animal Nutrition – Animal Reproduction – Dairy – Equine – Swine – Beef – Poultry – Sheep and Goats – Agriculture Business Management	Career Pathways – Agricultural Production/Farmer/Herd – Animal Scientists, PhD – Artificial Insemination Technician, WK EXP – Farm/ Fish/ Forestry Worker, WK EXP Manager, WK EXP – Veterinarians, PROF – Veterinary Technologists, AD *WK EXP- Work Experience, AD- Associate Degree, Ph.D.- Doctor of Philosophy
Instructional Time/ Safety * Reading & Math Levels 12th Grade or above Basic Math	Instructional Time – 3-4 hours daily plus labs – 40-50 tasks per MP Tests/Homework – 2-3 tests/quizzes per week – 30 min. to 1 hour of study time daily	Safety/Physical – Lift heavy objects/animals – Not disturbed by incidences such as bodily fluids, surgeries, injections, traumatic situations – Prolonged standing, bending, & stooping

Other Skills	– Ability to work independently – Ability to collaborate with a team to complete projects – especially important – Attention to detail is extremely important – Excellent communication and critical thinking skills – Excellent hygiene – Good Attendance	– Keyboarding skills – Love of animals – Spanish speaking is a plus – Transportation needed for API/Co-op/Job Shadowing – Willingness to try new things & step out of comfort zone

Program Information & Skill Alignment Chart for:
ARCHITECTURAL CAD/DESIGN – CIP Code 15.1303
Brownstown Campus

Program Information	Expectations	
Program Description	– Work with experienced home and building designers. – Create, design, and produce complex working drawings from conception to completion. – Use advanced state-of-the-art software and hardware identical to professional architects and engineers.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms- – **$45 approx.** Students need to purchase more than 1 shirt/pants to comply with uniform cleanliness standards. – Additional information in the new student letter Program Opportunities/Certifications – International Residential Code 2009 – Autodesk Certified User (optional, approx. $100 paid by student)	
Program Outline & Career Pathways	Program Task Outline – Orientation & Safety – Career Opportunities – Architectural Styles – Basic Home Design – Designing for Health & Safety – Primary Considerations – The Floor Plans – Sleeping Area – Living Area – Service Area – Plot Plans – Footing, Foundations, and Concrete – Sill and Floor Construction – Wall and Ceiling Construction – Doors and Windows – Stairs – Fireplaces and Chimneys – Building Sections – Roof Designs – Elevations – Residential Electrical & The Electric Plan – Residential Plumbing – Operating Systems – Basic CAD Commands – Edit & Modify Commands – Manipulate – Softplan – IRC Coursework	Career Pathways – Architectural Drafter, AD – Architectural Illustrator, AD – Architectural Illustrator, AD – Architecture & Civic Drafter, AD – CAD Drafter, AD – Entry Level Drafter, AD – Structural Drafter, AD *AD- Associate Degree Post-Secondary and Continuing Education: Local or State Colleges (ex. Thaddeus Stevens, Penn College of Technology, & HACC)
Instructional Time/ Safety * Reading & Math Levels Technical Reading Basic Math	Instructional Time – 1-2 hours daily – Approximately 35 tasks per MP Tests/Homework – 1 quiz biweekly, 1 test per week – 1-3 chapters per month – 1 vocabulary list biweekly	Safety/Physical – Ability to work independently – Depth perception – Excellent self-discipline to focus for extended periods – Stamina (ability to focus on the workstation for extended periods)
Other Skills	– Ability to visualize – Able to work with small groups of people	– Computer skills/keyboarding – Excellent problem-solving skills

Program Information & Skill Alignment Chart for: **AUTOMOTIVE TECHNOLOGY – CIP Code 47.0604** Willow Street Campus		
Program Information	**Expectations**	
Program Description	– Work side by side with experienced Automotive Technicians. – Experience the thrill of diagnosing today's vehicle's complex computer programs and mechanical systems. – Develop the skills needed to become a part of the Automotive Technology Team.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools – **$65 approx**.- Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. Work-Boots – Driver's license is highly recommended – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their tools before employment. Program Opportunities/Certifications – PA Safety Inspection License & PA Emissions Inspection License – 609 A/C Certification – Additional Industry Certifications – Co-op, API, SkillsUSA	
Program Outline & Career Pathways	State Program of Study Task Outline – Orientation – Safety – Tools/Fasteners – Certifications – Suspension & Steering – Brakes – Electrical/Electronic Systems – Engine Performance – Engine Repair – Automatic Transmission & Transaxle – Manual Drive Train & Axles – Heating and Air Conditioning	Career Pathways – Automotive Inspection Technician/ Mechanic, OJT – Entry Level Drivability Technician, OJT – Parts Person, OJT * OJT- On-the-Job Training
Instructional Time/ Safety * Reading & Math Levels Technical Reading Oral Skills Basic Math/Metric	Instructional Time – 1-1 1/2 hours daily – Approximately 35 tasks per MP Tests/Homework – Shop/Written tests at the end of every unit – 1-3 chapters per week study	Safety/Physical – A focus on safety around moving equipment, hand tools, power tools, and other equipment found in the industry – Ability to diagnose the source of a problem quickly and accurately – Ability to work in tight spaces – Ability to work independently, read and follow directions – Good eye/hand coordination – Stamina to stand for extended periods
Other Skills	– Ability to collaborate with a team to complete projects – Background knowledge of electricity – Basic computer skills – Drivers' education – Transportation needed for employment success	

Program Information & Skill Alignment Chart for:
BAKING & PASTRY ARTS – CIP Code 12.0501
Mount Joy Campus

<table>
<tr><th>Program Information</th><th colspan="2">Expectations</th></tr>
<tr><td>Program Description</td><td colspan="2">– Work in a state-of-the-art facility with professional pastry chefs.
– Combine creativity and skills to design specialty cakes and pastries.
– Produce baked goods and plated desserts for our restaurant, store, and catering events.</td></tr>
<tr><td>Program Materials & Costs</td><td colspan="2">Textbooks- (Provided to Students)
Uniforms-
– $164 approx. Students need to purchase more than 1Shirt/Pants to comply with uniform cleanliness standards.
– 2 chefs’ coats, 2 white aprons, 2 white hats, 2 black chefs’ pants, black non-slip shoes.

Program Opportunities/Certifications
– ServSafe Certification (Manager, Food Handler)
– American Culinary Federation Certificate- Pastry
– Certified Fundamentals Pastry Cook</td></tr>
<tr><td>Program Outline & Career Pathways</td><td>State Program of Study Task Outline
– Introduction to the Hospitality & Baking Industry
– Sanitation & Safety
– Business & Math Skills
– Baking Preparation
– Baking Fundamentals
– Purchasing, Receiving Inventory & Storage
– Nutrition
– Baking Planning
– Human Relation Skills</td><td>Career Pathways
– Baker, OJT
– Baker’s Helper, WK EXP
– Bakery Manager, OJT
– Cake Designer/Decorator, OJT
– Pastry Chef, WK EXP
– Pastry Cook, WK EXP

* OJT- On-the-Job Training, WK EXP- Work Experience</td></tr>
<tr><td>Instructional Time/ Safety

* Reading & Math Levels
Technical Reading
Oral Skills
Basic Math</td><td>Instructional Time
– 7 hours per week
Tests/Homework
– 1 test per week, both math & baking
– 1 chapter per week study
– ServSafe study daily</td><td>Safety/Physical
– A focus on safety around kitchen equipment, knives, and other tools and equipment found in the industry
– Ability to tolerate heat
– Ability to work in a fast-paced environment
– Good personal hygiene
– Stand for extended periods</td></tr>
<tr><td>Other Skills</td><td colspan="2">– Ability to collaborate with a team to complete projects
– Attention to detail
– Creativity
– Excellent eye/hand coordination and fine motor skills</td></tr>
</table>

Program Information & Skill Alignment Chart for:
CABINET MAKING & WOOD TECHNOLOGY – CIP Code 48.0703
Brownstown Campus

Program Information	Expectations	
Program Description	– Manufacture custom furniture, cabinetry, and millwork – Operate state-of-the-art industrial machinery, computer-controlled equipment, hand, & power tools – Earn valuable industry certifications in safety, tools, and equipment operations	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools – **$55 approx.** Students need to purchase more than 1Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their tools prior to employment. Program Opportunities/Certifications – National Center for Construction Ed. & Research Core Certification – Woodwork Manufacturing Skill Standards – ABC Registration – OSHA	
Program Outline & Career Pathways	Program Task Outline – Personal Safety – Lumbar & Cabinetmaking Materials – Blueprints – Hand Tools – Stationary Power Equipment – Portable Power Tools – Machining & Related Operations – Cutting & Shaping Common Wood Joints – Glues & Adhesives – Plastic Laminates – Procedures for Assembly – Hardware Installation – CNC Machine – Finishing Procedures – Installation	Career Pathways – Cabinetmaker and Installer, OJT – Furniture Maker/Refinisher, OJT – Kitchen Installer, OJT – Millworker, OJT – Woodworking Machinery Operator, OJT – Computer/Blueprints, AD – Sander, OJT – CNC Computer/ Machine Programmer, AD – Residential Cabinet Contractor, BD *OJT - On-the-Job Training *AD – Associates Degree *BD – Bachelors Degree
Instructional Time/ Safety * Reading & Math Levels Technical Reading Oral Skills Basic Math Measuring & 3D	Instructional Time – 30-45 minutes per day – 25+ tasks per marking period Tests/Homework – Minimal Homework – 3 Major tests/marking period – NOCTI Assessment	Safety/Physical – Physical strength and stamina – Ability to lift 50 lbs. overhead – Ability to work independently – Working in enclosed spaces – Good eye/hand coordination
Other Skills	– Driver's license is strongly recommended – Able to problem solve – Teamwork	

Program Information & Skill Alignment Chart for: **CARPENTRY TECHNOLOGY – CIP Code 46.0201** Mount Joy Campus		
Program Information	**Expectations**	
Program Description	– Experience the construction of a new home using materials mirroring today's trends. – Develop the skills and knowledge needed to interpret and construct current building systems. – Operate a wide range of hand, power, and air tools.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools – **$80-100 Approx**. Students need to purchase more than 1Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – National Center for Construction Ed. & Research Core Certification – Hilti Power Certification – High Lift Operations Certification – Skid Loader Certification – Aerial Lift Certification – ABC Registration – OSHA – Additional Industry Certifications	
Program Outline & Career Pathways	State Program of Study Task Outline – Safety/Occupational Orientation – Hand Tools – Power Tools – Blueprints Reading – Site Preparation and Layout – Footings and Foundations – Framing- Floor Construction – Framing- Wall Construction – Framing- Roof Construction – Exterior Finish – Interior Finish – Estimation	Career Pathways – Concrete Placement & Finisher, OJT – Drywall Installer & Finisher, OJT – Finish Carpenter, OJT – Insulation Installer, OJT – Roofer, OJT – Rough Carpenter, OJT – Siding Installer, OJT * OJT- On-the-Job Training
Instructional Time/ Safety * Reading & Math Levels Technical Reading Oral Skills Basic Math Measurements	Instructional Time – 30 mins. - 1 hour per day – 40 tasks per marking period Tests/Homework – Minimal Homework – Quizzes & Tests per unit	Safety/Physical – Ability to lift 50 lbs. overhead – Ability to work in all weather conditions – Ability to work independently – Good eye/hand coordination – No fear of heights or working in closed spaces – Physical strength and stamina
Other Skills	– Ability to visualize – Driver's license is strongly recommended – Ability to work as a team player	

Program Information & Skill Alignment Chart for:
COLLISION REPAIR – CIP Code 47.0603
Willow Street Campus

Program Information	Expectations	
Program Description	– Perform necessary processes using state-of-the-art welding, refinishing, and painting equipment. – Diagnose damage and estimate repairs to frame, unibody, and suspension. – Experience the thrill of repairing real vehicles to a pre-accident condition.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools – **$60** approx. Students need to purchase more than 1Shirt/Pants to comply with uniform cleanliness standards. – Leather work boots**.** – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – EPA- Spray Gun Certification – OSHA	
Program Outline & Career Pathways	State Program of Study Task Outline – Safety – Vehicle Design and Construction – Panel Placement and Alignment – Trim and Hardware – Metal Finishing – Body Fillers – Glass and Hardware – Structural Component Repair and Damage Analysis – Structural Straightening – Corrosion Protection – Welding – Cutting Processes – Refinishing & Equipment Safety – Automotive Finishes – Surface Preparation – Refinishing Equipment & Paint Area – Refinishing Operations – Blending Operations – Detailing – Estimating Damage Analysis – Plastic Repair – Restraint Systems – Advanced Technology	Career Pathways – Automotive Parts Salesperson, OJT – Body Shop Supplies Salesperson, OJT – Collision Technician, OJT – Custom Accessories Installer, OJT – Estimator, OJT – Glass Installer, OJT – Reconditioner, OJT – Refinishing, OJT * OJT- On-the-Job Training
Instructional Time/ Safety * Reading & Math Levels Technical Reading Oral Skills Basic Math Measurements	Instructional Time – 1 hour per day – 50 tasks during the first 12 weeks of school, then live work. Tests/Homework – 1-2 chapters per week/1 hour an evening – 1 test per week – Quizzes periodically	Safety/Physical – A focus on safety around moving equipment, hand tools & power tools – Ability to work independently, read and follow directions – Ability to work with strong-smelling chemicals in a dusty environment – Any type of respiratory condition would be a concern – Good eye/hand coordination – Stamina to stand for extended periods
Other Skills	– Ability to work independently and with a small group – Excellent hand/eye coordination and attention to detail – First aid	– Good writing skills – Understanding basic electricity

Program Information & Skill Alignment Chart for:
COMMERCIAL ART – CIP Code 50.0402
Brownstown Campus

Program Information	Expectations	
Program Description	– Work directly with Advertising and Design Professionals. – Experience the same hardware, software, and materials as professional illustrators, graphic designers, & art directors. – Create high-impact art using traditional drawing tools & professional applications for advertising and marketing materials.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools – **$65-85 approx.** Students need to purchase more than 2 Shirts/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – Adobe Certified Professional for InDesign, Illustrator, & Photoshop – OSHA	
Program Outline & Career Pathways	State Program of Study Task Outline – Orientation – Safety – Drawing and Illustration – Color Theory and Application – Digital Imaging – Design, Layout, and Production – Typography – Digital Photography – Professional Practices	Career Pathways – Architectural Designer, BD – Commercial & Industrial Designer, BD+ – Corporate/Agency Art Director, BD+ – Design Studio Art, BD – Desktop Publisher, AD – Exhibit/Set Designer BD – Fashion Designer, BD – Graphic Designer, BD – Illustrator/ Fine Artist, BD – Interactive/Web Designer, AD – Interior Designer, BD – Layout/Production Artist Package Designer, BD – Sign Designer, BD – Animator, BD * BD- Bachelor's Degree, AD- Associate Degree
Instructional Time/ Safety * Reading & Math Levels Technical Reading Oral Skills Basic Math Measurements	Instructional Time – 1 hour per day – 20 tasks per marking period Tests/Homework – Preparing for tests/project assignments – 1-2 tests per week	Safety/Physical – Ability to work independently – Depth perception – Excellent self-discipline to focus for extended periods – Good eye/hand coordination – Stamina (ability to focus on the workstation for extended periods) – Visual acuity
Other Skills	– Ability to meet deadlines – Basic drafting knowledge – Computer background – Drawing ability and color keenness – Eye/hand coordination	

Program Information & Skill Alignment Chart for:
COMPUTER NETWORKING & SECURITY – CIP Code 11.0901
Brownstown Campus

Program Information	Expectations	
Program Description	– Build, upgrade, maintain, and repair desktop and laptop computers. – Design, install, and troubleshoot computer network configurations. – Perform custom work for clients: individuals, schools, and businesses.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms- – **$60 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. Program Opportunities/Certifications – Cooperative Education – Dual Enrollment – Post-Secondary Credit Articulation – OSHA – CompTIA A+ (2 tests) – CompTIA Network+	
Program Outline & Career Pathways	State Program of Study Task Outline – Personal and Environmental Safety – IT Fundamentals – Internet Applications – Computer Hardware – Troubleshooting, Repair & Maintenance – Operating Systems & Software – Networking – Security – Communication & Professionalism	Career Pathways – Computer Consultative Salesperson, PS – Computer User Support Specialist, PS – Electrical & Electronic Engineering Technician, AD – Field Service Technician, AD – Industry Technician for PC Support, AD – Network Administrator, PS – Repair Bench Technician, AD – Server Technician, AD * PS- Post Secondary, AD- Associate Degree
Instructional Time/ Safety * Reading & Math Levels Technical Reading Basic Math	Instructional Time – Minimum 1-2 hours per day – Impromptu in-school PC repair – 20 tasks per MP, exams, certification tests, and certs. Tests/Homework – Various projects (infrequent) – 1-2 tests per week	Safety/Physical – Ability to work independently – Excellent self-discipline to focus for extended periods – Good eye/hand coordination – Stamina (ability to focus on the workstation for extended periods)
Other Skills	– Competent PC user (not expert) – Logical/critical thinking capabilities detail oriented	– Excellent social skills for working with customers – Detail oriented

Program Information & Skill Alignment Chart for:
CULINARY ARTS/CHEF – CIP Code 12.0508
Mount Joy Campus

Program Information	Expectations	
Program Description	– Plan, prepare and serve meals for upscale catered events and casual-to-fine dining restaurant service. – Work side by side with professional chefs starting in the school kitchens and moving into professional placements. – Prepare for job opportunities locally, abroad, and in exotic locations in the diverse culinary and hospitality industry.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$300 approx**. Students need to purchase more than 2 Shirts/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – ServSafe (Manager/Food Handler) – Co-op/ API – Certified Junior Culinarian (optional)	
Program Outline & Career Pathways	State Program of Study Task Outline – Safety & Sanitation Procedures – The Food Industry – Purchasing, Receiving & Storage – Garde Manger (Cold Food Preparation) – Knife Skills – Foodservice Tools & Equipment – Standardized Recipes & Measurements – Nutrition – Breakfast Foods – Vegetables & Fruits – Pasta, Grains & Potatoes – Seasoning & Flavoring – Stocks, Soups & Sauces – Meats, Poultry & Seafood – Baking & Pastry Skills – Menus – Back of House Operations – Front of House Operations – Foodservice Information Technology – Additional Hot Foods Preparations	Career Pathways – Bus Person, WK EXP – Caterer, OJT – Deli Clerk, OJT – Department Manager, OJT – Dishwasher, OJT – Line Cook, OJT – Prep Cook, OJT – Short Order Cook, OJT – Sous Chef, OJT * OJT- On-the-Job Training, WK EXP- Work Experience
Instructional Time/ Safety * Reading & Math Levels Technical Reading Oral Skills Basic Math Measurements	Instructional Time – 2 hours Monday & Wednesday – 20 tasks per marking period/2-week rotation Tests/Homework – 2 chapter/week & 2 workbook assignment/week – 1 chapter math w/test each week – 1 test per week, culinary essentials, math, and ServSafe	Safety/Physical – A focus on preparing, holding, and serving safe food – A focus on safety around kitchen equipment, knives, and other tools and equipment found in the industry – Ability to work in a fast-paced environment – Good personal hygiene – Stamina needed to stand for extended periods
Other Skills	– Ability to collaborate with a team to complete projects – Creativity & Attention to detail – Excellent eye/hand coordination – Multi-tasking ability	– Not afraid to get dirty – Students will daily: wash dishes/pots/pans, scrub floors, and trash removal – Students will weekly: scrub hoods, scrub floor drains/trash cans, de-lime dishwashers

Program Information & Skill Alignment Chart for:
DENTAL ASSISTANT – CIP Code 51.0601
Willow Street Campus

Program Information	Expectations	
Program Description	– Experience the satisfaction of providing high-quality patient care in a team-oriented, modern dental office environment. – Perform a wide variety of dental office duties with other dental professionals including taking x-rays, mixing materials, passing instruments, sterilization, and receptionist duties. – Work alongside other dental professionals to ensure patients receive the highest quality dental care.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$150 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Clearances- – Hepatitis series (3-step) recommended; Tetanus update required- Cost Varies Program Opportunities/Certifications – American Heart Association/CPR (In Class) – DANB- Radiation Health & Safety Exam (Mandatory) – Act 31 Mandated Child Abuse Reporter Training – OSHA 10-hour Heath Certification	
Program Outline & Career Pathways	State Program of Study Task Outline – Introduction to Dental Assisting – Principles of Infection Control – Safety & Emergency Procedures – Ethical/Legal Responsibilities – Anatomy & Physiology – Office Procedures – Pharmacology – Radiology Skills – Operative Dentistry (Chair Side Dentistry) – Dental Materials – Dental Laboratory Procedures – Oral Surgery – Periodontics – Prosthodontics – Endodontics – Certifications – Orthodontics	Career Pathways – Dental Assistant, PS – Dental Front Office Receptionist, WK EXP – Dental Hygienists, AD – Dental Laboratory Technician, OJT – Dental Office Manager, OJT – Dental Sales Representative, WK EXP – Expanded Functions Dental Assistant, PS * OJT- On-the-Job Training, WK EXP- Work Experience, PS- Post-Secondary, AD- Associates Degree
Instructional Time/ Safety * Reading & Math Levels Technical Reading Basic Math Measurements/ Metric	Instructional Time – 3-3.5 hours daily – 25 tasks per marking period Tests/Homework – Review & master lecture notes & textbook pages. – 1-2 hours per day – 3 tests per week	Safety/Physical – Good personal hygiene – Not disturbed by incidences such as bodily fluids, surgeries, injections – Prolonged standing, bending, & stooping – Good manual dexterity
Other Skills	– Ability to work as a team member to complete projects – Attention to detail is extremely important – Basic keyboarding skills – Excellent communication skills – Excellent study skills/Dedication to the field	– Good personality and excellent hygiene – Problem solver – Self-motivated/Initiative – Transportation needed for clinical

Program Information & Skill Alignment Chart for: **DIESEL EQUIPMENT TECHNOLOGY – CIP Code 47.0613** Willow Street Campus		
Program Information	**Expectations**	
Program Description	– Use the same advanced diagnostic equipment and repair equipment as master technicians to troubleshoot and repair commercial vehicle systems. – Perform preventative maintenance and inspection on medium- and heavy-duty trucks. – Maintain and operate today's high-tech vehicle computer systems.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$60 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. – Driver's license recommended Program Opportunities/Certifications – PA State Inspection- Certified Safety Category III Inspector – OSHA – 609 A/C – Additional Industry Certifications	
Program Outline & Career Pathways	State Program of Study Task Outline – Orientation & Safety – Tools & Fasteners/Hardware – Suspension & Steering Systems – Preventive Maintenance – Brake System – Diesel Engines – Air Intake and Exhaust Systems – Cooling Systems – Fuel System – Electrical/Electronic Systems	Career Pathways – Diesel Truck Line Mechanic, OJT – Engine Specialist, OJT – Equipment/Parts Salesperson, OJT – Hydraulic Systems Specialist, OJT – Industrial/Farm Equipment Mechanic, OJT – Marine Mechanic, OJT – Power Generation Mechanic, OJT – Preventive Maintenance Mechanic, OJT * OJT- On-the-Job Training
Instructional Time/ Safety * Reading & Math Levels Technical Reading Oral Skills Basic Math Measurements/ Metric	Instructional Time – 1-3 hours daily – 27 tasks per marking period Tests/Homework – 2-3 hours per day – 3-4 tests per week with quizzes	Safety/Physical – A focus on safety around moving equipment, hand tools, power tools, and other equipment found in the industry – Ability to diagnose the source of a problem quickly and accurately – Ability to work in tight spaces – Ability to work independently, read and follow directions – Stamina to stand for extended periods
Other Skills	– Ability to work as a team – Background electrical knowledge – Basic computer skills – Clean drivers record – Transportation suggested	

Program Information & Skill Alignment Chart for:
DIGITAL DESIGN/PRINT MEDIA – CIP Code 10.0399
Brownstown Campus

Program Information	Expectations	
Program Description	– Work side by side with graphics industry professionals. – Create projects and artwork on state-of-the-art equipment. – Design printing works using various techniques.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$55 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – Co-Op – OSHA 10 hr. Certification	
Program Outline & Career Pathways	State Program of Study Task Outline – Flow of Printing Process – Customer Service – Job Costs and Invoices – Design Layout & Prepress – Digital Output – Offset Printing – Bindery – Substrates & Consumables – Safety – Specialty Printing Technologies	Career Pathways – Bindery Operator, OJT – Customer Service, OJT/ AD – Digital Press Technician, PS – Duplicator Operator, OJT – Estimator, OJT – Folder Operator, OJT – General Managers, BD – Graphic Designer, AD/BD – Multi-Color Press Operator, OJT – Pre-press Technician, PS – Production Planning, OJT – Purchasing Agent, BD – Shipping & Receiving, OJT – Supervisors of Production, WK EXP – Marketing and/or Copywriting * OJT- On-the-Job Training, AD- Associates Degree, PS- Post-Secondary, BD- Bachelor's Degree, WK EXP-
Instructional Time/ Safety * Reading & Math Levels Technical Reading Oral Skills Basic Math Measurements	Instructional Time – 1 hour daily – 21 tasks per marking period Tests/Homework – Preparing for tests – Print PDFs of the curriculum – 1-2 tests per week	Safety/Physical – A focus on safety around moving equipment – Color Vision – Depth perception – Good manual dexterity – Stamina includes focus at the workstation for extended periods including standing or sitting for extended periods.
Other Skills	– Ability to meet deadlines – Ability to work independently and with small groups – Able to work with color – Art/drawing courses – Basic drafting knowledge	– Basic word processing skills – Computer Courses-Programming – Desktop application, Graphics computer skills – Strong need for attention to detail and mechanical aptitude

Program Information & Skill Alignment Chart for: **EARLY CHILDHOOD EDUCATION – CIP Code 19.0708** Mount Joy Campus		
Program Information	**Expectations**	
Program Description	– Participate in theory classes to develop a firm understanding of child development, classroom management techniques, among other essential topics in the profession. – Create a professional portfolio for college and careers in early childhood education. – Design, develop, and deliver early learning activities.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$65 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Clearances- – State Police Criminal Record Check- Free – DHS Child Abuse- Free – 3 written references – Medical physical with TB test- Student Cost Varies – FBI Fingerprinting- **$25** – Sexual Abuse Clearance- Free	Program Opportunities/Certifications – Bureau of C&T- CDA Ready Certification – Pediatric First Aid/CPR for Caregivers and Teachers Certification – Department of Human Services- Assistant Group Supervisor Certification – Mandated Reporter Training – PA Required Health & Safety for Centers-Group Child Care: Part 1 and 2. – Keys 101/10 – Additional Industry Certifications
Program Outline & Career Pathways	State Program of Study Task Outline – Orientation & Safety – Professionalism – Health and Safety – Learning Environment (Physical Space) – Child Development (Social, Emotion, Physical, Intellectual, and Language Development) – Classroom Management & Positive Guidance – Standards, Curriculum, and Assessment – Curriculum Development – Learning Activates/Experiences – Program Partnerships – Clinical Experience	Career Pathways – Assistant Group Supervisor- Cert. – Child Care Aide, OJT – Child Care Director, AD – Elementary Teacher, BD – Family/Group Day Care Provider, OJT – Group Supervisor, AD – Learning Support Teacher, BD – Nanny, OJT – Para Educator, AD – Personal Care Attendant, OJT – Primary Classroom Aide, AD * OJT- On-the-Job Training, AD- Associates Degree, BD- Bachelor's Degree
Instructional Time/ Safety * Reading & Math Levels Technical Reading Oral Skills Basic Math	Instructional Time – Varies daily – 30 tasks per marking period Tests/Homework – 1-3 hours daily – 10-15 tests per year; class is project oriented	Safety/Physical – Ability to lift 30 lbs. – Good physical health (current physical & TB test required) – Personal cleanliness – Prolonged standing, bending, stooping, walking, running, and sitting on the floor and in a child-sized chair – Ability to negotiate the classroom environment – Sit in close proximity to children – Visual and auditory acuity for classroom observation and management
Other Skills	– A strong desire to work with children – Ability to demonstrate initiative – Ability to work independently – Child development classes – Computer skills – Excellent organizational and time management skills	– Classes in general psychology – Must be self-motivated – Neat appearance & excellent personal hygiene – Think and be creative – Understand the importance of confidentiality – Appreciation of cultural diversity

Program Information & Skill Alignment Chart for: **ELECTRICAL CONSTRUCTION TECHNOLOGY – CIP Code 46.0399** Brownstown Campus		
Program Information	**Expectations**	
Program Description	– Develop skills and knowledge required to install, service, and repair electrical systems in residential and commercial settings. – Develop skills and knowledge needed to build electrical systems. – Design and construct electrical systems in homes and businesses.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$100 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – ABC Electrical Apprentice Year 1 Certification – OSHA-10 – American Ladder Institute	
Program Outline & Career Pathways	State Program of Study Task Outline – Basic Safety – Hand Tools – Power Tools – Blueprint Reading – Anchors & Supports – Residential Cabling Technology – Switches & Receptacle Circuits – Fixtures – Raceways – Wired Devices – Testing Equipment – Electrical Service – National Electrical Code (NEC) – Green Technology	Career Pathways – Electrician, OJT – Helper- Electrician, OJT – Mechanics Install Repairers, WK EXP – Power Line Installer, OJT – Security & Fire Alarm Systems Installer, OJT – Signal & Track Switch Repairs, PS – Supervisor, WK EXP * OJT- On-the-Job Training, PS- Post-Secondary, WK EXP- Work Experience
Instructional Time/ Safety * Reading & Math Levels Technical Reading Oral Skills Basic Math	Instructional Time – 1 hour daily – 30 tasks per marking period Tests/Homework – Study time in class/to complete assignments. – If not completed in class, it must be done at home. – 12 tests per marking period	Safety/Physical – Ability to lift 50 lbs. overhead – Ability to work in all weather conditions – Ability to work independently – Good eye/hand coordination – No fear of heights or working in closed spaces – Physical strength and stamina
Other Skills	– Ability to work with others – Able to problem solve	

Program Information & Skill Alignment Chart for:
ELECTRO-MECHANICAL ENGINEERING TECHNOLOGY – CIP Code 15.0403
Mount Joy Campus

Program Information	Expectations	
Program Description	– Design, invent, and develop a vast array of electro-mechanical simulations for a dynamic experience. – Interactive lab provides an opportunity to use robotics, hydraulic-pneumatic, and electrical technology systems. – Analyze, diagnose, maintain, and repair electro-mechanical systems.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$150 approx**. Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – NOCTI Certification – OSHA Certification – EPA 608 Refrigerant Certification	
Program Outline & Career Pathways	State Program of Study Task Outline – Technical Documentation – Safety/OSHA in the Laboratory – Blueprints & Schematics – Basic AC/DC Electricity – Electrical Measurements – National Electrical Code (NEC) – Electrical Resistance – Direct Current (D.C.) Motors – Inductance and Capacitance – Alternating Current (A.C.) Motors – Electric Motor Controls – Transformers – Soldering Techniques – Basic Electronics – Basic Logic Functions – Programmable Logic Controls (PLCs) – Mechanical Power Transmission Systems – Pneumatics – Hydraulics – Robotics	Career Pathways – Electro-Mechanical Technician, AD – Engineering Technician, AD – Industrial Automation Technician, AD – Industrial Engineering Technician, AD – Industrial Maintenance Technician, AD – Military Aviation/Nuclear * AD- Associates Degree
Instructional Time/ Safety * Reading & Math Levels Technical Reading Basic Math	Instructional Time – 1.5 hours daily – 5-10 tasks per marking period Tests/Homework – Take home, if needed. Time in class. – 1 test per week	Safety/Physical – Ability to understand and follow safety procedures – Ability to work independently, read and follow directions – Able to lift 50lbs to a height of 40 inches – Good eye/hand coordination – Stamina to stand for extended periods
Other Skills	– Ability to collaborate with a team to complete projects – Basic computer skills – Good eye/hand coordination	– Good fine motor, spatial, and form perception – Mechanical aptitude and critical thinking skills – Science

Program Information & Skill Alignment Chart for:
HEAVY EQUIPMENT OPERATIONS & BASIC MAINTENANCE – CIP Code 49.0202
Brownstown Campus

Program Information	Expectations	
Program Description	– Operate, troubleshoot, and maintain heavy equipment. – Interpret blueprints and site plans for site development. – Collaborate and perform heavy equipment-related activities in a team setting.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$185 approx**. Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. Safety toe work boots and safety vest required. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – OSHA 10 Certification – NCCER Level 1 Apprenticeship	
Program Outline & Career Pathways	Program Task Outline – Safety in Heavy Equipment – Hand Tools – Introduction for Power Tools – Basic Rigging – Employability Skills – Heavy Equipment Safety – Preventative Maintenance – Grades – Dump Trucks – Vibratory Rollers – Skid-Steer Loaders – Crawler Loaders – Wheel Loaders – Dozers – Backhoe Loader – Excavators	Career Pathways – Compact Equipment Operator, OJT – Construction Pipe Laborer/ Layer, OJT – Earth Drillers, OJT – Excavating & Loading Machine & Dragline Operator, OJT – Heavy Equipment Mechanics Helper, OJT – Highway Maintenance Worker, OJT – Large-size/ Mid- Size Equipment Operator, OJT – Logging Equipment Operators, OJT – Paving, Surfacing & Tamping Equipment Operators, OJT – Pile- Driver Operator, OJT – Rail- Track Laying & Maintenance Equipment Operators, OJT – Traffic Technician, OJT * OJT- On-the-Job Training
Instructional Time/ Safety * Reading & Math Levels Technical Reading Basic Math Measurement/Metric	Instructional Time – 9 AM - 11:30 AM Daily – 40 tasks per marking period Tests/Homework – 1 hour per evening – 3-4 tests per week- Hands-on/Written	Safety/Physical – A focus on safety in and around earth-moving equipment – Ability to diagnose the source of a problem quickly and accurately – Ability to work independently, read and follow directions – Good hand/eye coordination – Stamina to stand for extended periods – Willingness to work in all kinds of weather
Other Skills	– Ability to work independently – Ability to collaborate with a team to complete projects – Compute ratio, rate, and percent	– Critical thinking skills – Detail oriented – Excellent computer skills

Program Information & Skill Alignment Chart for:
HVAC/R (Heating/Ventilation/Air Conditioning/Refrigeration)– CIP Code 47.0201
Brownstown Campus

Program Information	Expectations	
Program Description	– Work side by side with experienced HVAC industry professionals. – Analyze and upgrade climate control systems to the ever-changing HVAC field. – Install, maintain, and repair air conditioning and heating equipment.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$80 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – National Center for Construction Ed & Research – AC & R Institute- EPA 608 Certification – TracPipe (Counter Strike Certification) – OSHA-10 – Gastite (Flash Shield+ Certification)	
Program Outline & Career Pathways	State Program of Study Task Outline – Introduction to HVAC/R – Basic Safety – Tools for HVAC/R – Blueprint Reading – Piping Practices – Basic Electricity – Introduction to Cooling – Introduction to Heating – Air Distribution Systems – Introduction to Hydronic Systems – Leak Detection, Evacuation, Recovery & Charging – Troubleshooting Heating – Troubleshooting Cooling – Heat Pumps – Computer Fundamentals	Career Pathways – Air Conditioning Installer, PS – Duct Installer, PS – Electrical/Climate Control Technician, PS – General HVAC Technician, PS – Heat Pump Technician, PS – Oil/Gas Burner Technician, PS – Pipe Fitter, PS * PS- Post-Secondary
Instructional Time/ Safety * Reading & Math Levels Technical Reading Oral Skills Basic Math Measurements	Instructional Time – 6 hours daily – 20 tasks per marking period Tests/Homework – In-school assignments (Contren, tasks, vocab) – Average 10 tests per marking period	Safety/Physical – Ability to lift 50 lbs. overhead – Ability to work in all weather conditions – Ability to work independently – Good eye/hand coordination – No fear of heights or working in closed spaces – Physical strength and stamina
Other Skills	– Ability to visualize in 3 dimensions – Attention to detail – Extensive problem solving	– Strong attention to detail – Willingness to do work outside of the classroom, especially studying technical manuals

Program Information & Skill Alignment Chart for:
INTERACTIVE MEDIA & WEB DESIGN – CIP Code 11.0801
Brownstown Campus

Program Information	Expectations	
Program Description	– Design, build, and maintain websites. – Write and edit web page content using code and web management tools. – Create content and manage client relations.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms- – **$55 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. Program Opportunities/Certifications – OSHA-10 – CodeHS Web Design Certification – Adobe Certified Professional for Web Design & Photoshop (must qualify)	
Program Outline & Career Pathways	State Program of Study Task Outline – Safety in the Multimedia Laboratory – Foundations of Information Technology – Computer Applications – Fundamentals of Computer Operation – Network Fundamentals – Creating Graphic Content – Principles of Layout and Design – Multimedia Presentations/ Projects – Legal & Ethical Issues in the Internet Technology – Career Preparation – Client Relations – Design & Create Websites – Cascading Styles – JavaScript Fundamentals	Career Pathways – Computer Programmer, BD – Graphic Designer, BD – Multi-Media Artists & Animators, BD – Software Developer Applications, BD – Web Developer, AD * BD- Bachelor's Degree, AD- Associates Degree
Instructional Time/ Safety * Reading & Math Levels Technical Reading Basic Math	Instructional Time – 1 hour daily – 21 tasks per marking period Tests/Homework – Preparing for tests/ project assignments – 1-2 tests per week	Safety/Physical – Ability to work independently – Depth perception – Excellent self-discipline to focus for extended periods – Good hand/eye coordination – Stamina (ability to focus on the workstation for extended periods) – Visual acuity
Other Skills	– Ability to meet deadlines – Basic drafting knowledge – Computer background	– Drawing ability and color keenness – General digital literacy – Excellent oral & written communication

Program Information & Skill Alignment Chart for:
MEDICAL ASSISTANT – CIP Code 51.0801
Willow Street Campus

Program Information	Expectations	
Program Description	– Training to perform clinical and administrative duties to support healthcare providers and improve patient care. – Participate in a 7-week medical assistant externship in a medical facility. – Essential Member of the patient-centered medical home team.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$200 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – AHA CPR for Healthcare Providers w/ AED – NHA Certified ECG/EKG Technician – NHA Certified Phlebotomy Tech – NHA Certified Clinical Medical Assistant	Clearances- – CPR Certification. – FBI – PA State PATCH – Criminal Background Check – Physical exam with immunization- MMR (2), Varcello, Hepatitis series (3-step), Tuberculin test PPD (required by PA Law and Dept. of Health), Drug Screening (only if office requires clinical experience)- Cost Varies
Program Outline & Career Pathways	State Program of Study Task Outline – Introduction to Health Care – Medical Assistant Administrative Functions – Pharmacology – Infection Control – Laboratory Procedures – Healthcare Law and Ethics – Introduction to Medical Insurance & Managed Care – Concepts of Effective Communication – Introduction to Basic Anatomy & Physiology – Medical Assistant Clinical Laboratory Procedures – Safety & Emergency Practices – Psychology – Medical Assisting Externship – Professional Development – Psychology	Career Pathways with No Additional Training – Clinical Medical Assistant – Administrative Medical Assistant – Phlebotomist – EKG Technician Pathways with Additional Training – Licensed Practical Nursing (LPN) – Registered Nurse (RN) – Surgical Technician – Radiologic Technologist – Healthcare Administration
Instructional Time/ Safety * Reading & Math Levels Technical Reading Basic Math/Medical	Instructional Time – 2 hours daily – 40 tasks per marking period Tests/Homework – 1-2 hours daily – 5-6 tests per week	Safety/Physical – Empathy to understand the pains and suffering of others – Good personal hygiene – Lift heavy objects/people – Not disturbed by incidences such as bodily fluids, surgeries, injections, traumatic situations – Prolonged standing, bending, & stooping
Other Skills	– Ability to collaborate with a team to complete projects – Attention to detail is extremely important – Excellent communication and critical thinking skills	– Good attendance – Transportation needed for clinical – Ability to navigate computer programs like Canvas and “SimChart”.

Program Information & Skill Alignment Chart for:
METAL FABRICATION – CIP Code 48.0506
Mount Joy Campus

Program Information	Expectations	
Program Description	– Create and fabricate custom metalwork. – Build and troubleshoot advanced sheet metasystems. – Operate state-of-the-art metal-shaping equipment.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$200-400 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – ABC Registration – OSHA – Forklift & MEWP – Sheet Metal Level 1 (NCCER) – Ladder Safety Certification – Core Curriculum	
Program Outline & Career Pathways	Program Task Outline – Orientation – Safety – Hand Tools – Handheld Power Tools – Machines & Equipment – Sheet Metal Mathematics – Blueprints – Sheet Metal Pattern Drafting – Project Layout & Fabrication – Welding Applications – Installation of Mechanical Systems – Professional Development	Career Pathways – CAD Layout/Detailer/Draftsman, OJT – Custom Metal Worker, OJT – Heavy Shear/Brake Operator, OJT – HVAC Residential & Commercial Installer, OJT – Layout Worker, OJT – Mechanic & Assembler, OJT – Metal Fabricator, OJT – Millwright, OJT – Sheet Metal Installer, OJT – Sheet Metal Production Worker, OJT – Siding/Spouting + Roofing Installer, OJT – Structural Steel Worker, OJT – Welder, OJT * OJT- On-the-Job Training
Instructional Time/ Safety * Reading & Math Levels Technical Reading Oral Skills Basic Math Measurements	Instructional Time – Varies daily – 35 tasks per marking period Tests/Homework – Minimal outside work – Bi-Weekly Tests	Safety/Physical – A focus on safety around welding equipment, hand tools, power tools, and other equipment found in the industry – Climb ladders, work from heights – Able to lift 50lbs – Good hand/eye coordination – Stamina to stand for extended periods – Visual acuity and depth perception
Other Skills	– Ability to collaborate with a team and independently to complete projects – Basic computer skills – Good Organizational skills – Ability to prioritize	– Mechanical ability and enjoys working with hands – Mechanical drawing – Ability to pass a drug test for employment

Program Information & Skill Alignment Chart for:
NURSING ASSISTANT/HOME HEALTH AIDE – CIP Code 51.0899
Willow Street Campus

Program Information	Expectations	
Program Description	– Experience the passion of providing high-quality patient care in a long-term care facility and private home setting. – Perform a wide range of basic nursing skills, personal care skills, and enhanced dining experiences in a classroom and real-world setting. – Work with various healthcare team members providing direct patient care.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$80 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – PA Dept. of Health Nurse Aide Registry – BLS Healthcare Provider – Heart Saver First Aid – DPW-Personal Care Assistant	Clearances- – Criminal Background Check – PA State PATCH – Physical Examination, Hepatitis Series. recommended, Tuberculin Test PPD 2 step (required by PA Law and Dept. of Health)- Cost Varies – Influenza vaccine (required in October for job shadowing), Proof of PA Residency, CPR- **$10** & First Aid card- **$18** during the school year. – Covid 19 Vaccination – Per Facility – Flu shot – Per Facility
Program Outline & Career Pathways	State Program of Study Task Outline – Safety – Professionalism, Legal & Ethical Issues – Communication – Infection Control – Emergency Care & Disaster Preparedness – Human Needs & Human Development – Health Care Provider Skills – Nutrition and Hydration – Basic Structures and Functions of the Human Body & Related Diseases with Associated Terminology – Death and Dying – Medical Terminology	State Program of Study Task Outline Cont. – Urinary Elimination – Bowel Elimination – Confusion, Dementia, & Alzheimer's – Mental Health & Mental Illness – Rehab & Restorative – Subacute Core – Home Health – Work-Based Learning – Clients' Environment Psychology Career Pathways – Certified Nursing Assistant, PS – Home Health Care Aide, OJT – Patient Care Assistant – Acute Care, OJT – Personal Care Aide, OJT * PS- Post-Secondary, OJT- On-the-Job Training
Instructional Time/ Safety * Reading & Math Levels Technical Reading Oral Skills Basic Math/Medical	Instructional Time – 2-2.5 hours daily – 100 tasks per MP before clinical Tests/Homework – 1-2 hours daily – 3-4 tests per week	Safety/Physical – Empathy to understand the pains and suffering of others – Good personal hygiene – Lift heavy objects/people – Not disturbed by incidences such as bodily fluids, surgeries, injections, traumatic situations – Prolonged standing, bending, & stooping
Other Skills	– Attendance (students can only miss 8 days to qualify for clinical) – Attention to detail is extremely important – Basic computer & keyboarding skills – Complete over 100 nursing assistant skills	– Demonstrate initiative, responsibility, and critical thinking skills – Drivers' education and transportation for clinical – Excellent note-taking and listening skills

Program Information & Skill Alignment Chart for: **PAINTING & INTERIOR FINISHES– CIP Code 46.0408** Brownstown Campus		
Program Information	**Expectations**	
Program Description	– Apply professional painting skills to provide property upgrades. – Install ceramic tile and vinyl flooring utilizing professional hand and power tools. – Operate various types of "state of the art" spray equipment.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – OSHA-10	
Program Outline & Career Pathways	Program Task Outline – Orientation & Safety – Exterior Painting – Interior Painting – Wood Finishing – Spray Painting – Color/Color Harmony – Wallcoverings – Special Finishes – Estimating/Mathematics – Ceramic Tile Installation – Vinyl Installation – Carpet Installation	Career Pathways – Cabinet & Wood Product Finisher, OJT – Carpet Installer, OJT – Ceramic Tile or Vinyl Installer, OJT – Drywall Installer & Finisher, OJT – Estimator/Measuring, Quoting Prices, OJT – Interior Decorating Consultant/Salesperson, OJT – Painter or Paperhanger, OJT – Sales Representative – flooring, paint, OJT – Undercoaters, OJT * OJT- On-the-Job Training
Instructional Time/ Safety * Reading & Math Levels Technical Reading Writing Skills Basic Math Measurement/Metric	Instructional Time – 1 hour daily – 30-40 tasks per marking period Tests/Homework – 3-5 tests per week	Safety/Physical – Ability to kneel for extended periods (flooring) – Ability to lift 50 lbs. overhead – Ability to work independently – Good hand/eye coordination – No fear of heights or working in enclosed spaces – Physical strength and stamina – Ability to stand for extended periods of time
Other Skills	– Attention to detail – Good color discrimination – Strong attention to detail – Ability to navigate Canvas Learning Management system – Ability to use school laptop	

Program Information & Skill Alignment Chart for:
PATIENT CARE TECHNICIAN – CIP Code 51.0899
Willow Street Campus

Program Information	Expectations	
Program Description	– Be a driving force on a professional healthcare team delivering high-quality patient care. – Deliver basic patient care and perform therapeutic and diagnostic procedures in a hospital setting, physician's office, or home health agency. – Practice ethical standards, confidentiality, and professionalism when interacting with patients, clients, and co-workers.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$80 approx.** Students need to purchase more than 3 Shirts/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – AHA- CPR- Healthcare Provider – Certified Patient Care Technician – AHA- Heartsaver AED – National Safety Council- Bloodborne Pathogens & Airborne Pathogens – Mandated Reporter Certification	Clearances- – Before coming to LCCTC- – Physical with lab testing (blood work), also hepatitis series (3-step), Tuberculin test- PPD (2 step) required by PA Law and Dept. of Health- Varies – FBI fingerprinting – Child Abuse – PSP Patch
Program Outline & Career Pathways	State Program of Study Task Outline – Safety – Professionalism, Legal & Ethical Issues – Communication – Infection Control – Emergency Care & Disaster Preparedness – Human Needs & Human Development – Health Care Provider Skills – Nutrition and Hydration – Basic Structures and Functions of the Human Body & Related Diseases with Associated Terminology – Death and Dying – Medical Terminology	Career Pathways – ECG/EKG Technician, PS – Home Health Aides, PS – Patient Care Assistant – Acute Care, PS – Pharmacist Assistant, OJT – Phlebotomist, PS * PS- Post-Secondary, OJT- On-the-Job Training
Instructional Time/ Safety * Reading & Math Levels Technical Reading Oral Skills Basic Math/Medical	Instructional Time – 4 hours daily – 20 tasks per marking period Tests/Homework – 2-3 hours daily – 5-8 tests per week including performance tests and academics	Safety/Physical – Empathy to understand the pains and suffering of others – Good personal hygiene – Lift heavy objects/people – Not disturbed by incidences such as bodily fluids, surgeries, injections, traumatic situations – Prolonged standing, bending, & stooping
Other Skills	– Attention to detail is extremely important – Basic computer and keyboarding skills – Demonstrate initiative, responsibility, and critical thinking skills	– Excellent note-taking and listening skills – Transportation for clinical (6:30 AM – 2:00 PM) – Good communication skills

Program Information & Skill Alignment Chart for: **PHOTOGRAPHY & MULTIMEDIA COMMUNICATIONS – CIP Code 10.9999** Brownstown Campus		
Program Information	**Expectations**	
Program Description	– Shoot professional photo and video content. – Creatively enhance content with Adobe Photoshop and Adobe Premiere. – Work side by side with established industry professionals. – Effective use of digital marketing tools	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$50 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – OSHA-10	
Program Outline & Career Pathways	Program Task Outline – Introduction & Orientation – Graphic Design – Media Composition – Photography – Web Media – Video, Cinematography and Audio Production – Professional Practices – Safety – Computer Operations and Applications/Computer Literacy – Career Readiness	Career Pathways – Commercial Photographer, OJT – Graphic Designer, BD – Industrial Photographer, BD – Photographic Finisher, BD – Photojournalist, OJT – Photoshop Specialist, BD – Portrait Photographer, BD – Communications Coordinator, BD – Product Photographer – Videographer – Digital Marketer * OJT- On-the-Job Training, BD- Bachelor's Degree
Instructional Time/ Safety * Reading & Math Levels Technical Reading Basic Math	Instructional Time – 1-2 hours daily – 30 tasks per marking period Tests/Homework – Weekly Assignments – 1-2 tests per week	Safety/Physical – Ability to work independently – Color Vision – Depth perception – Stamina (ability to focus for extended periods) – Visual acuity
Other Skills	– Ability to work with small groups – Ability to work with the public (excellent communication skills) – Basic photography skills – Competent computer skills (MAC) – Creativity	– Excellent social skills for working with customers – Good handwriting skills – Logical/Critical thinking capabilities – Punctuality

Program Information & Skill Alignment Chart for:
PLUMBING – CIP Code 46.0503
Brownstown Campus

Program Information	Expectations	
Program Description	– Interact with plumbing industry experts. – Perform plumbing system installation in homes and businesses. – Interpret and construct plumbing systems in homes and businesses.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$80 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – OSHA-10 – National Trac Pipe Certification – Titeflex Interior Gas Piping System – National Certification- Gastite Certified Installer – ABC Plumbing Apprentice 1 Certification	
Program Outline & Career Pathways	State Program of Study Task Outline – Safety – Blueprints & Sketching of Pipe Systems – Pipe Specifications & Systems – Hand and Power Tools – Valves – Copper Pipe Operations – Plastic Pipe & Tubing – Pipe Hangers & Supports – Water Distribution Lines – Steel Pipe Operations – Cast Iron Pipe Operations – Drains, Stacks & Sewers – Fixtures – Appliances – Vents – Plumbing Systems Maintenance – Tests on Systems – Advanced Pipe Fabrication – Pressure Boilers – Hydronic Heating System – Ladders & Scaffolds	State Program of Study Task Outline Cont. – Demonstrate Skill in Working with Cast Iron Pipe – Demonstrate Knowledge of a Builder Leveler – Build Drains and Sewers – Install Fixtures – Install Appliances – Install Vents – Maintain Plumbing Systems – Perform Tests on Piping Systems – Career Readiness Career Pathways – Commercial Plumbing Installer, OJT – Maintenance & Service Plumber, OJT – Pipe Fitter, OJT – Plumbing Apprentice, OJT – Plumbing Materials Sales, OJT – Residential Plumbing Installer, OJT – Sprinkling System Installer, OJT * OJT- On-the-Job Training
Instructional Time/ Safety * Reading & Math Levels Technical Reading Oral Skills Basic Math Measurements	Instructional Time – 30 mins. - 1 hour daily – 40 tasks per marking period Tests/Homework – In-school assignments – 10 tests per marking period	Safety/Physical – Ability to lift 50 lbs. overhead – Ability to work in all weather conditions – Ability to work independently – Good hand/eye coordination – No fear of heights or working in closed spaces – Physical strength and stamina
Other Skills	– Ability to visualize in 3 dimensions – Basic computer skills for online curriculum – Strong attention to detail	– Willing to work in all weather conditions – Ability to work in a team setting – Driver's license strongly recommended.

Program Information & Skill Alignment Chart for:
POWER SPORT TECHNOLOGY – CIP Code 47.0699
Brownstown Campus

Program Information	Expectations	
Program Description	– Diagnose, maintain, and repair a wide range of lawn and garden tractors and equipment from motorcycles to ATVs. – Train to use the same advanced diagnostic and repair equipment as a master technician uses to troubleshoot complex systems. – Work on many outdoor power equipment and recreational vehicles in a rapidly changing industry using a full systems approach.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment.	Program Opportunities/Certifications – EETC: Small Engine Technician Certification – OSHA 10 hour Automotive – Briggs & Stratton Small Engine Cert – Honda EW-1 Engines Certification
Program Outline & Career Pathways	Program Task Outline – Workplace Safety – Basic Electrical Principals & Circuit Testing – Cooling Systems – Fuel Systems – Exhaust Systems – Measuring & Trade Related Mathematics – Hand and Power Tools – Fasteners – Welding, Heating & Cutting – 2-Stroke Cycle Engine – 4-Stroke Cycle Engine – Engine Failure Analysis – Starting Systems – Ignition Systems – Charging Systems – Lubrication Systems – Governor Systems – Brake Systems – Clutch & Drive System – Parts Management, Invoicing & Recordkeeping – Wheels & Chassis Service	Career Pathways – Equipment Rental & Sales, OJT – Lawn & Garden Equipment Technician, OJT – Lawn & Garden Parts Salesperson, OJT – Lawn & Garden Service Writer, OJT – Motorboat Mechanics & Service Tech, OJT – Motorcycle & Recreational Vehicle Parts Salesperson, OJT – Motorcycle & Recreational Vehicle Service – Motorcycle & Recreational Vehicle Technician, OJT – Small Engine Technician, OJT – Supervisor Mechanics/ Installer/ Repair, WK EXP Writer, OJT * OJT- On-the-Job Training
Instructional Time/ Safety * Reading & Math Levels Technical Reading Basic Math	Instructional Time – 45 mins. – 2.5 hours daily – 40-50 tasks per marking period Tests/Homework – 1 chapter per week – 1 test per week	Safety/Physical – A focus on safety around moving equipment, hand tools, power tools, and other equipment found in the industry – Ability to diagnose the source of a problem quickly and accurately – Ability to sit for extended periods – Ability to work independently, read and follow directions – Good hand/eye coordination – Stamina to stand or stand for extended periods – Some work in unusual positions
Other Skills	– Ability to use school laptop to access online service and repair information. – Ability to navigate Canvas Learning – Driver's License is Recommended	

Program Information & Skill Alignment Chart for: **PRECISION MACHINING & COMPUTER-AIDED MANUFACTURING – CIP Code 48.0501** Mount Joy Campus		
Program Information	**Expectations**	
Program Description	– Earn National Skills Certificates, i.e., National Occupational Competency Testing Institute (NOCTI) PA Skills Certificates and AWS SENSE Level 1 Certificate. – Successfully transition into a 1st career job and/or related post-secondary training. – Be proficient in their career major and demonstrate proficiency through hands-on performance and theoretical testing.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$200-400 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – NIMS-National Institute for Metal Working Skills – OSHA 10hr – Ladder Certifications – Forklift and MEWP possible	
Program Outline & Career Pathways	State Program of Study Task Outline – Orientation/Safety – Performing Layout Work – Part Inspection – Bench Work – Drill Presses – Grinding Machines – Lathes – Milling Machines – Power Saw – Machines and Tools – Metallurgy – Charts and References – Blueprint Reading – CNC Programming/ Operations	Career Pathways – CNC Machine Tool Programmer, OJT/AD – Computer-Controlled Machine Tool Operator, OJT – Machinist, OJT/AD – Mechanical Engineer, BD/AD – Tool and Die Maker, OJT * OJT- On-the-Job Training, AD- Associates Degree, BD- Bachelor's Degree
Instructional Time/ Safety * Reading & Math Levels Technical Reading Basic Math	Instructional Time – 2-5 hours per week – 180 tasks per year Tests/Homework – Math, Blueprints, ToolingU Online Classes, OSHA/NIMS	Safety/Physical – A focus on safety around machining equipment, hand tools, power tools, and other equipment found in the industry – Able to lift 50lbs – Ability to work independently, read and follow directions – Good hand/eye coordination – Stamina to stand for extended periods
Other Skills	– Basic Computer and Keyboarding skills – Organization of materials and time prioritization – Attention to detail	– Ability to pass a drug test – Mechanical ability

Program Information & Skill Alignment Chart for:
PROTECTIVE SERVICES ACADEMY – CIP Code 43.9999
Public Safety Training Center/ Mount Joy Campus

Program Information	Expectations	
Program Description	– Experience the thrill and pride of saving lives and protecting the community. – Use the latest technology and equipment available by operating fire engines, ambulances, Segways, and more! – Engage in lifesaving emergency medical treatment, firefighting/rescue techniques, and law enforcement operations.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$366 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Clearances- – Criminal History Background Check – Child Line Check – AHA CPR/ First Aid Cert	Program Opportunities/Certifications – AHA: BLS for the Healthcare Provider, Heart saver First Aid Bucks CCC: Basic Fire Academy Essentials of Firefighting – FEMA: NIMS/ICS/IS 15, 20.11, 100, 200, 230,235, 241, 242, 292, 393, 700, 775, 800, 804, 805, 808, 813, 907 – NAED: Emergency Telecommunicator – National Board of Fire Service Professional Qualifications: Fire Inspector I, Firefighter1 – NHI: Managing Traffic Incidents on the Roadway – PA Dept. of Health: BLS Healthcare EMT, CPAP Monitoring – PA Dept. of Health Continuing Education: Crisis Response, PCR Documentation, START Triage – PA State Fire Academy: Basic Rigging for Rope Rescue, Basic Ropes & Rigging High/Low Angle Rescue 1, National Vehicle Rescue Awareness/Operations /Technician, Bloodborne Pathogens & Infectious Disease, Hazardous Materials – Awareness/Operations, High Angle Ropes Rescue 1, Pump Operations 1, Truck Operations 1, Fireground Support, Firefighter 1. – Other certification courses: Helicopter Landing Zone Operations, HIPAA – Industry Cert., additional optional certifications – National Registry Emergency Medical Tech Cert.
Program Outline & Career Pathways	State Program of Study Task Outline – Safety Procedures – Criminal Justice System – Law Enforcement – Private Security Management – Corrections- Adult & Juvenile Systems – Homeland Security – Communications – Incident Command System – Patrol Duties – Firefighting – Emergency Medical Services (EMS) – Hazardous Materials Awareness	Career Pathways – Animal Control Workers, OJT – Crossing Guards, OJT – Emergency Medical Technician & Paramedic, PS – Firefighters, PS – First-Line Supervisors, WK EXP – Lifeguards/ Ski Patrols, OJT – Police & Sheriffs/ Patrol Officers, OJT – Security Officers, OJT – Transit & Railroad Police, OJT – Transportation Security Screeners, OJT * OJT- On-the-Job Training, WK EXP- Work Experience, PS- Post-Secondary
Instructional Time/ Safety * Reading & Math Levels Technical Reading Oral Skills Basic Math	Instructional Time – 60% Lecture- 40% Cognitive Motor Skills – 65 tasks per marking period Tests/Homework – 6-8 hours per week – Test Intensive	Safety/Physical – Ability to work independently – Able to lift, carry & balance 125 lbs. equally – Able to work under pressure/in adverse conditions/within time constraints – Vision & Hearing Ability to Acceptable Standards – Good conflict resolution skills & an even temperament (not prone to aggressive behaviors) – Able to walk, crawl, bend, and stoop on uneven surfaces.
Other Skills	– Attention to detail – Basic computer & keyboarding skills – Clean criminal background check	– Demonstrate initiative, responsibility, time management & critical thinking skills – Good attendance – Good physical health and neat appearance – Memorization & note/test-taking skills

Program Information & Skill Alignment Chart for:
VETERINARY ASSISTANT – CIP Code 01.8301
Willow Street Campus

Program Information	Expectations	
Program Description	– Experience the reward of caring for animals in a clinical setting. – Practice customer service and professional ethics when interacting with patients, clients, and coworkers. – Actively participate in live surgical clinics weekly as part of a professional veterinary team.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$200 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – NAVTA certification – OSHA 10 Veterinary – Various online educational certificates – Participation in live surgical clinics – Participation in basic grooming of dogs	
Program Outline & Career Pathways	Program Task Outline – Orientation & Safety – Office & Hospital Procedures – Communications & Client Relations – Pharmacy & Pharmacology – Examination Room Procedures – Small Animal Nursing – Surgical Preparation & Assisting – Laboratory Procedures – Radiology & Ultrasound Imaging	Career Pathways – Animal Caretaker, OJT – Animal Intake Officer, PS – Animal Trainer, PS – Groomer Assistant, OJT – Groomer, PS – Kennel Assistant, OJT – Veterinary Assistant, OJT – Veterinary Receptionist, OJT – Veterinary Technician (AAS), AD – Veterinary Technologist (BS), BD * OJT- On-the-Job Training, BD- Bachelor's Degree, PS- Post-Secondary, AD- Associates Degree
Instructional Time/ Safety * Reading & Math Levels Technical Reading Oral Skills Basic Math/Metric	Instructional Time – 3 hours daily – 50 tasks per marking period Tests/Homework – 2 hours daily – 3-4 tests per week	Safety/Physical – Lift heavy objects/animals – Not disturbed by incidences such as bodily fluids, surgeries, injections, traumatic situations – Prolonged standing, bending, & stooping – Emotional and mental stability – Empathy to understand pain and suffering – No allergies to animals – No bracelets, facial piercings, or dangling earrings.
Other Skills	– Use of school laptop – Navigation of Canvas Learning Management platform – Web management – Email management	– Excellent hygiene – Keyboarding skills – Love of animals – Transportation needed for clinical

Program Information & Skill Alignment Chart for:
WELDING TECHNOLOGY – CIP Code 48.0508
Mount Joy Campus/Willow Street Campus

Program Information	Expectations	
Program Description	– Perform a wide range of welding processes using advanced welding techniques. – Assemble and fabricate specialized metal products. – Practice welds needed for weld certification, use modern power tools/equipment and interpret fabrication blueprints.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – Work Boots (With safety toe plastic or metal) – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – AWS Sense Level 1 – OSHA 10 – Cooperative Education- Co-op – NOCTI Certification – Forklift and MEWP	
Program Outline & Career Pathways	State Program of Study Task Outline – Occupational Orientation & Safety – Principles of Welding – Welding, Drawing & Weld Symbol Interpretation – Visual Examination, Inspection & Testing – Shielded Metal Arc Welding (SMAW) – Gas Metal Arc Welding (GMAW) – Flux Cored Arc Welding (FCAW) – Gas Tungsten Arc Welding (GTAW) – Manual Oxyfuel Gas Cutting (OFC) – Mechanized Oxyfuel Gas Cutting (OFC) – Manual Plasma Arc Cutting (PAC) – Manual Air Carbon Arc Cutting (CAC-A)	Career Pathways – Aerospace Industry, OJT – Equipment Repair & Sales, OJT – Field Welder, OJT – Industrial Welder/Fabricator, OJT – Oxyacetylene/Plasma Cutter, OJT – Pipe Fitter –Welder, OJT – TIG/MIG/Electric Arc Welder, OJT – Underwater Repair & Fabrication, OJT – Weld Inspector, OJT * OJT- On-the-Job Training
Instructional Time/ Safety * Reading & Math Levels Technical Reading Basic Math Measurements	Instructional Time – 2-5 hours per week – 180 tasks per year Tests/Homework – Math, Blueprints, Welding Fundamentals, Chapter Reviews, Lab Assignments, AWS Sense Cert Tests.	Safety/Physical – Standing, sitting, walking, and repetitive tasks – Climb ladders, work at heights – Able to lift 50-70 lbs. – Ability to work independently, read and follow directions – Good hand/eye coordination – Stamina to stand for extended periods – Visual acuity, depth perception – Fine motor dexterity – Spatial Awareness
Other Skills	– Mechanical Ability – Willingness to learn – Great Attendance – Ability to work overtime	– Ability to pass a drug test – Reliable transportation / Driver's license – Maintain academic standing – Ability to pass an onsite welding test

Program Information & Skill Alignment Chart for: **Building & Property Maintenance – CIP Code 46.0401** Mount Joy Campus		
Program Information	**Expectations**	
Program Description	– Gain experience in carpentry, plumbing, electrical basics, HVAC maintenance, painting, and general building repair used to maintain residential and commercial facilities. – Develop skills for proper tool use, workplace safety, preventative maintenance procedures, and industry standards that prepare students for entry-level positions. – Possibilities for real-world projects and earning industry credentials to prepare for entry-level employment.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools – **$80-100 Approx**. Students need to purchase more than 1Shirt/Pants to comply with uniform cleanliness standards. Safety toe work boots. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – ABC Registration – OSHA – Additional Industry Certifications	
Program Outline & Career Pathways	State Program of Study Task Outline – Safety – Building & Property Maintenance – Carpentry and Repairs – Portable Power Tools – Table Saws – Drill Presses – Compound Miter Saws – Bench Grinders – Tool and Machine Maintenance – Structural Floors – Roofs – Stairs and Staircases – Doors and Windows – Interior Walls – Exterior Walls – Masonry Skills – Concrete – Floor and Wall Tile – Residential Electrical Circuits – Residential Plumbing Systems – Finishing Materials – Portable Circular Saws – Environmental Control Systems	Career Pathways – Building Maintenance Mechanic, OJT – General Maintenance Workers, OJT – Apartment Maintenance Technicians, OJT – School Maintenance Workers, OJT – Building Inspector Technician, AER, AD – Property Manager, AER, BD – Construction Site Supervisor, AER, BD – Building Contractor, AER * OJT- On-the-Job Training * AER – Additional Education (certifications, licensing, significant OTJ training) Required. *AD – Associate's Degree beneficial *BD – Bachelor's Degree preferred/recommended
Instructional Time/ Safety * Reading & Math Levels Technical Reading Oral Skills Basic Math Measurements	Instructional Time – 30 mins. - 1 hour per day – 40 tasks per marking period Tests/Homework – Minimal Homework – Quizzes & Tests per unit	Safety/Physical – Ability to lift 50 lbs. overhead – Ability to work in all weather conditions – Ability to work independently – Good hand/eye coordination – No fear of heights or working in closed spaces – Physical strength and stamina

Other Skills	– Ability to visualize – Driver's license is strongly recommended – Ability to work as a team player

Program Information & Skill Alignment Chart for:
Elementary and Secondary Education – CIP Code 13.0101
Willow Street Campus

Program Information	Expectations	
Program Description	– Explore the education profession and K-12 career pathways, including certification and postsecondary requirements. – Study learning theory, educational psychology, student development, classroom culture, instructional planning, assessment, school safety, ethics, and social foundations of education. – Participate in observation, clinical, and work-based learning experiences in an educational setting while building a professional portfolio to support future preparation.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools – Students need to purchase at least 2 LCCTC shirts and at least two pairs of pants. Closed toed, non-skid shoes with laces required. Program Opportunities/Certifications – CPR/First Aid – Mandated Reporter Training – OSHA – Additional Industry Certifications	
Program Outline & Career Pathways	State Program of Study Task Outline – Orientation to the Education Profession. – Planning and Preparation. – Learning Environment and Classroom Management. – Human Growth and Development. – Clinical Experience (Observation and Participation). – Culturally Relevant and Sustaining Education and Inclusion. – Professionalism, Ethics, and Reflective Practice.	Career Pathways – Classroom Instructional Aide – Teacher Assistant – Child/Youth Support Staff – Substitute Teacher – Elementary School Teacher (BD + Cert) – Middle School Teacher (BD + Cert) – High School Teacher (BD + Cert) – Special Education Teacher (BD + Cert) – School Counselor / School Psychologist (MD) – Educational Administrator / Instructional Leader (MD + Cert) *BD – Bachelor's Degree preferred/recommended *MD – Master's Degree
Instructional Time/ Safety * Reading & Math Levels Technical Reading Oral Skills Basic Math Measurements	Instructional Time – Varies Tests/Homework – Homework varies by unit. – Tests/Quizzes – Project-based Assessments	Safety/Physical – Ability to lift 30 lbs. – Good physical health (current physical & TB test required) – Personal cleanliness – Prolonged standing, bending, stooping, walking, running, and sitting on the floor. – Ability to negotiate the classroom environment – Sit in close proximity to children – Visual and auditory acuity for classroom observation and management
Other Skills	– Strong interest in teaching. – Comfortable working with K-12 students. – Strong written, verbal, and non-verbal communication, problem-solving skills, creativity, and ability to use educational technology.	

Program Information & Skill Alignment Chart for:
INTRODUCTION TO CONSTRUCTION
Brownstown/Mount Joy/Willow Street
Half-Day Program

Program Information	Expectations	
Program Description	– Experience the basic construction trades. – Operate professional hand and power tools. – Perform basic carpentry, masonry, plumbing, electrical skills, and more!	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$55 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – Ladder Cert	Full-Day Program Pathway Alignment (PDE) – Carpentry Technology – Electrical Construction Technology – HVAC/R – Plumbing Additional Program Pathways – Architectural CAD/Design – Heavy Equipment Operations & Basic Maintenance – Painting & Interior Finishes
Program Outline & Career Pathways	Program Task Outline – Orientation/Safety – Tool Safety – Lumber and Wood – Floors – Walls – Roofs – Exteriors – Tools – Plumbing- Systems – Plumbing- Residential – Masonry- Concrete – Painting- Exterior – Painting- Interior – Electric- Tools – Residential Electric- Wiring Basics – Introduction to HVAC	Career Pathways – Cabinet & Wood Working, OJT – CAD Architectural, PS – Carpenter, OJT – Electrician, OJT – Heavy Equipment Operations, OJT – HVAC Technician, PS – Painter, OJT – Plumber, OJT * OJT- On-the-Job Training, PS- Post-Secondary
Instructional Time/ Safety * Reading & Math Levels HS Level Reading Basic Math Measurements	Instructional Time – 30 mins. daily – 5-10 tasks per marking period Tests/Homework – 4-5 tests per marking period	Safety/Physical – Ability to lift 50 lbs. overhead – Ability to work in all weather conditions – Ability to work independently – Good hand/eye coordination – No fear of heights or working in closed spaces – Physical strength and stamina
Other Skills	– Able to use a ruler – Able to work with fractions, and decimals, also able to calculate rates, percent, areas, and volume – Good attendance – Computer skills and apps (Word, Google Docs)	– Good sense of balance – Good technical writing skills – No fear of heights – Ability to use student portal and Canvas – Ability to attend virtually when needed.

Program Information & Skill Alignment Chart for:
INTRODUCTION TO CULINARY ARTS
Brownstown/Mount Joy/Willow Street
Half-Day Program

Program Information	Expectations	
Program Description	– Create desserts from traditional recipes such as cookies and cheesecakes to pastries with artistic presentation. – Experience the latest trends in food preparation of traditional cuisine. – Plan, prepare and serve meals for special events.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$150 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment.	Program Opportunities/Certifications ServSafe Food Handler Certification Full-Day Program Pathway Alignment (PDE) – Baking & Pastry Arts – Culinary Arts/Chef
Program Outline & Career Pathways	Program Task Outline – Orientation, Career Education & Work Standards – Safety & Sanitation – Equipment – Baking – Garde Manger – Soups, Stocks, and Sauces – Short Order Cooking – Cooking Methods – Management Techniques – Customer Service – Kitchen Calculations	Career Pathways – Baker, OJT – Cook/Chef, OJT – Food Service Manager, WK EXP – Front Desk & Hotel Reservations Clerk, OJT – Host/Hostess/Server, OJT – Institutional Food Worker, OJT – Meat Cutter/Food Processor, OJT * OJT- On-the-Job Training, WK EXP- Work Experience
Instructional Time/ Safety * Reading & Math Levels HS Level Reading Basic Math Measurements	Instructional Time – 20- 30 mins. daily – 15-20 tasks per marking period Tests/Homework – 6 tests per marking period	Safety/Physical – A focus on safety around kitchen equipment, knives, and other tools and equipment found in the industry – Ability to work in a fast-paced environment with loud noises, high temperature, and flames – Good personal hygiene – Stamina needed to stand for extended periods.
Other Skills	– Ability to lift 30 lbs. – Able to work at a fast pace – Ability to work independently and with a small group – Able to work with fractions, and decimals, also able to compute ratios, rates, percentages, areas, and volume – Excellent hand/eye coordination	– Excellent hygiene – Good attendance – No acrylic nails – No jewelry allowed including piercings – No nail polishes – Stamina (able to stand for extended periods) – Stomach to work with raw food – Ability to use computer and Canvas and Canvas Learning Management System

Program Information & Skill Alignment Chart for:
INTRODUCTION TO HEALTH CAREERS
Brownstown/Mount Joy/Willow Street
Half-Day Program

Program Information	Expectations	
Program Description	– Perform a wide range of medical skills in various healthcare careers. – Use medical equipment in exploring the human body. – Practice ethical standards, confidentiality, leadership, and professionalism when interacting with patients, clients, and coworkers	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$75 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment. Program Opportunities/Certifications – CPR- BLS for Health Care Providers	Full-Day Program Pathway Alignment (PDE) – Dental Assistant – Medical Assistant – Nursing Assistant/ Home Health Aide – Patient Care Technician Additional Program Pathways – Advanced Health Careers (Half Day Only) – EMS/ EMT (Protective Services Academy)
Program Outline & Career Pathways	Program Task Outline – Orientation – Health Care Safety – History of Health Care – Health Care Team – Ethics – Legal Aspects – Health Care Career Search – Qualities of Health Care Worker – Communication – 24-Hour Clock – Medical Terminology – Medical Terminology with A&P – Emergency Care – Client Assessment – Bedside Care Skills – Information Management Skills	Career Pathways – Certified Nursing Assistant/Home Health Aide, PS – Dental Assistant, PS – Health Information Manager, OJT – Medical Assistant, PS – Patient Care Technician, PS – Sports Medicine Rehabilitation Technician, PS – Advanced Health Careers, CTC half day program * OJT- On-the-Job Training, PS- Post-Secondary
Instructional Time/ Safety * Reading & Math Levels HS Level Reading Basic Math	Instructional Time – 30 mins. - 1 hour daily – 8+ tasks per marking period Tests/Homework – 30 mins. - 1 hour daily – 3 tests per week	Safety/Physical – Athletic Sneakers – No artificial fingernails, regular polish only
Other Skills	– Attention to detail is extremely important – Basic computer and keyboarding skills – Demonstrate initiative, teamwork, cooperation, and responsibility – Good attendance – Good customer service skills	– Good time management, memorization, and test-taking skills – Excellent oral and written communication skills – Spelling, critical thinking, and note-taking skills – Stamina (able to stand for extended periods) – Willingness to study outside of class

Program Information & Skill Alignment Chart for:
INTRODUCTION TO MANUFACTURING
Brownstown/Mount Joy/Willow Street
Half-Day Program

Program Information	Expectations	
Program Description	– Machines fabricate and build custom metal projects. – Operate the same welding and cutting equipment as industry professionals. – Design, invent, and develop electrical and robotic systems!	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$200-400 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment.	Program Opportunities/Certifications – Ladder Safety Certification Full-Day Program Pathway Alignment (PDE) – Electro-Mechanical Engineering Technology – Precision Machining & Computer-Aided Manufacturing – Welding Technology Additional Program Pathways – Cabinet Making & Wood Technology – Metal Fabrication
Program Outline & Career Pathways	Program Task Outline – Hand & Power Tool Safety – Band Saw – Drill Press – CNC Machining – Manual Machining – Industrial Electricity – Metal Fabrication – Shielded Metal Arc Welding (SMAW) – Gas Metal Arc Welding (GMAW) – Gas Tungsten Arc Welding (GTAW) – Plasma Cutting – Manual Oxyfuel Gas Cutting (OFC) – Flux Core Arc Welding (FCAW)	Career Pathways – Engineering Technician – Machinists – Welder/Fabrication – Sheetmetal Worker – Electrician – CNC Operator/Programmer – Tool & Die Maker Continuing Education Opportunities (CTC Full Day) Welding Technology Electro-Mechanical Engineering Metal Fabrication Precision Machining CAD/CAM Programming
Instructional Time/ Safety * Reading & Math Levels HS Level Reading Basic Math Measurements	Instructional Time – 20 mins. daily, 1 hour twice a week – 10 tasks per marking period Tests/Homework – Chapter Study – 2 tests per week	Safety/Physical – Sitting, standing, walking, repetitive tasks – Ability to understand and follow safety procedures – Climb ladders, work at heights – Able to lift 50 lbs. to a height of 40 inches – Hand/eye coordination – Visual acuity, depth perception, fine motor dexterity
Other Skills	– Basic Computer and keyboard skills – Organization of materials and time prioritization – Attention to detail – Mechanical Ability – Ability to pass a drug test	– Good oral and written communication skills – Good technical writing skills – Logical, step-by-step thinking required – Stamina (able to stand for extended periods) – Tech Ed or shop class at high school recommended

Program Information & Skill Alignment Chart for:
INTRODUCTION TO TRANSPORTATION
Brownstown/Mount Joy/Willow Street
Half-Day Program

<table>
<tr><th>Program Information</th><th colspan="2">Expectations</th></tr>
<tr><td>Program Description</td><td colspan="2">– Develop the skills to diagnose and troubleshoot today's hi-tech vehicles and equipment.
– Explore and experience the operating systems and repair procedures for a wide range of vehicles.
– Interact with trade professionals from the transportation industry.</td></tr>
<tr><td>Program Materials & Costs</td><td>Textbooks- (Provided to Students)
Uniforms/Tools-
– $100 approx. Students need to purchase more than 2 Shirt/Pants to comply with uniform cleanliness standards.
– The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment.</td><td>Program Opportunities/Certifications
– First Aid Certification
– Valvoline Oil Academy
– CareerSafe: 10hr OSHA

Full-Day Program Pathway Alignment (PDE)
– Automotive Technology
– Collision Repair
– Diesel Equipment Technology

Additional Program Pathways
– Power Sport Technology</td></tr>
<tr><td>Program Outline & Career Pathways</td><td>Program Task Outline
– Orientation
– Tools Used in Transportation Industry
– Using & Understanding Measurement, Fasteners, Threading, and Gaskets
– Engine Mechanical
– Fuel Systems
– Electrical Systems
– Drive Systems & Transmissions
– Cooling System
– Tires
– Brakes
– Suspension
– PA Safety Inspection
– Preventative Maintenance & Repair</td><td>Career Pathways
– Auto Mechanic, OJT
– Collision Repair Worker, OJT
– Diesel Mechanic, OJT
– Heavy Equipment Operator/Mechanic, OJT
– Parts Salesperson, OJT
– RV Mechanic, OJT
– Small Engine Mechanic, OJT

* OJT- On-the-Job Training

This course also helps to guide students to a full day transportation program during the following school year.</td></tr>
<tr><td>Instructional Time/ Safety

* Reading & Math Levels
HS Level Reading
Basic Math/Metric Measurements</td><td>Instructional Time
– 30 mins. daily
– 28 tasks per marking period
Tests/Homework
– Occasional homework
– Weekly tests/Quizzes</td><td>Safety/Physical
– Ability to focus on safety when moving around equipment, hand tools, and other equipment.
– Hand/eye coordination
– Standing for long periods
– Ability to work in small, tight areas for periods of time
– Good hand and upper body strength</td></tr>
<tr><td>Other Skills</td><td>– Use various types of technology to access service and diagnostic information
– Ability to use basic industry tools
– Ability to use battery charging/test tool equipment
– Ability to use digital volt ohm meter</td><td>– A driver's license is recommended
– Good attendance</td></tr>
</table>

Program Information & Skill Alignment Chart for:
INTRODUCTION TO VISUAL ARTS
Brownstown/Willow Street
Half-Day Program

Program Information	Expectations	
Program Description	– Experience drawing, computer graphics, and photography to deliver powerful visual arts. – Capture photographs with current digital cameras. – Create and design reproductions utilizing the same hardware and design software as professional graphic artists and commercial printers.	
Program Materials & Costs	Textbooks- (Provided to Students) Uniforms/Tools- – **$60 approx.** Students need to purchase more than 1 Shirt/Pants to comply with uniform cleanliness standards. – The school will provide all tools required for the completion of each technical program. Some programs may require students who choose to participate in Cooperative Education to purchase their own tools prior to employment.	Full-Day Program Pathway Alignment (PDE) – Commercial Art – Digital Design/Print Media Additional Program Pathways – Computer Systems Technology – Photography & Digital Imaging – Interactive Media & Web Design
Program Outline & Career Pathways	Program Task Outline – Orientation, Career Education & Work Standards – Safety – Graphic Design – Photography – Digital Publishing – Press Operations – Digital Image Manipulation – Digital Illustration – Multi-Media	Career Pathways – Bindery Worker, OJT – Commercial Designer, BD – Desktop Operator Assistant, AD – Layout & Design Assistant, BD – Photographer, OJT – Prepress Operator, PS – Press Operator, OJT – Web Developer, AD * OJT- On-the-Job Training, BD- Bachelor's Degree, AD-Associates Degree, PS- Post-Secondary
Instructional Time/ Safety * Reading & Math Levels HS Level Reading Basic Math Measurements	Instructional Time – 45 mins. – 1 hour daily – 5-10 tasks per marking period Tests/Homework – Occasional homework – 4 tests per marking period – Tests are written/ on a computer	Safety/Physical – A focus on safety around moving equipment – Color Vision – Depth perception – Good manual dexterity – Stamina including focus at workstation for extended periods including standing or sitting for extended periods acuity
Other Skills	– Ability to sit and work for extended periods – Ability to collaborate with a team to complete projects – Attention to detail is extremely important – Art and graphics classes – Drafting – Excellent measurement, spelling, and writing skills	– Good attendance – Good eye for color and proportion – Good keyboarding skills – Manipulation of fractions, decimals, and ability to use percentages and proportions – Photography