

Short Term Training

Short term training classes are not-for-credit training on a part-time schedule to enable students to upgrade current work skills and qualify for higher level employment. In addition, on-site customized training classes for business and industry may be available upon request. *Continuing Education classes and short term classes prices do not include cost of textbooks. Payment is due at registration. All classes are held at the Lake Tech main campus unless otherwise noted. Saturday classes, bring a bag lunch.*

CLASS	DAY	TIME	DATES	COST
BLS First Aid	M	5:30p - 8:30p	11/04/13	\$32.50
BLS Healthcare Provider CPR	M	4:30p - 9:30p	09/09/13	\$51.25
BLS Healthcare Provider CPR	R	4:30p - 9:30p	12/05/13	\$51.25
BLS Healthcare Provider CPR <i>Refresher</i>	R	5:30p - 8:30p	10/03/13	\$32.50
Adobe InDesign	M, W	6:00p - 8:00p	09/04/13-09/30/13	\$112.00
Computer Literacy	M, W	5:30p - 7:00p	09/04/13-09/30/13	\$84.00
Ipad Basics (byod)	M	3:00p - 5:00p	09/16/13-09/23/13	\$35.00
Ipad Basics (byod)	W	3:00p - 5:00p	11/06/13-11/13/13	\$35.00
Intro to Microsoft Excel 2010	M, W	5:30p - 7:30p	10/07/13-10/30/13	\$100.00
Curriculum for Young Children*	M, R	6:30p - 9:30p	08/26/13-10/17/13	\$235.00
Child Care Center Operations	M, R	6:30p - 9:30p	09/23/13-11/14/13	\$149.60
Positive Communication & Guidance*	M, R	6:30p - 9:30p	10/28/13-12/09/13	\$160.00
IV Therapy	M, T, W, M, T	9:00a - 3:30p	07/08/13-07/16/13	\$205.00
Structured Cabling	Call Admissions for class information			
Advanced Specialty Welding** Welding - EVC	M, W T or F	3:30p - 9:30p 6:30p - 9:30p	Open Entry Open Entry	\$1260.00 \$345.00

*class has an online component
**previous experience necessary

Continuing Education Classes for Private Security Officers:

Supervisor: Techniques & Principles of an Effective Supervisor,⁺ 8/6/13-8/8/13, 8:00a-5:00p \$285.00
Human/Community Relations for Private Security,⁺ 9/11/13; 11/6/13, 8:00a-5:00p, \$100.00
Effective Interviewing and Report Writing,⁺ 9/18/13; 10/23/13, 8:00a-5:00p, \$100.00
Critical Incident Preparedness,⁺ 10/9/13; 11/20/13, 8:00a-5:00p, \$100.00

Armed Security Class "G", 7/12/13-7/14/13, F 6p-10p, Sat 7a-7p, Sun 7a-7p; 8/16/13-8/18/13, F 6p-10p, Sat 7a-7p, Sun 7a-7p;
 9/23/13-9/27/13, M-R 5p-10p, F 8a-5p; 12/2/13-12/6/13, M-R 5p-10p, F 8a-5p; 1/6/14-1/10/14, , M-R 5p-10p, F 8a-5p, \$275-
held at the IPS Range, 13000 Frankies Road, Tavares

Security Officer "D" License⁺ (monthly), M-F 8:00a-5:00p, 7/22-7/26; 8/26-8/30; 9/30-10/4; 11/4-11/8; 12/9-12/13, \$199

45-hour CDA Renewal, \$149.60, Child Care Center Operations, \$235, & Director Credential Renewal, \$235, online courses, independent study/open entry, call 352.589.2250, x1835, for more details.

Forklift Operator Certification,[^] 6/27/13; 7/25/13; 8/30/13; 9/27/13; 10/25/13; 11/22/13, 9:00a-4:00p; main campus; \$125; must be 18 years of age or older.

Water Operator and Waste Water Operator, *online training*, call the Admissions Office, 352.589.2250, for details. The first 100% online pre-licensure courses approved by Florida DEP!

+ Classes are held at the IPS campus, call 352.742.6463 for details
 ^ Classes are held at the main campus, call 352.589.2250 for details

Lake Technical Center, Main Campus - 2001 Kurt Street, Eustis, FL 32726
Ph. 352.589.2250 - Fax 352.357.4776

Lake Technical Center's Institute of Public Safety - 1565 Lane Park Cutoff, Tavares, FL 32778, Ph. 352.742.6463 - Fax 352.742.6466

Lake Technical Center South - 513 Albrook Street, Mascotte, FL 34753



www.laketech.org

State Childcare Training (40-Hour Introductory Child Care Training part 1, 30 hrs. & part 2, 10 hrs.)

Registration for state childcare training classes is done on-line at www.myflorida.com/childcare/training. Payment must be made in the LTC Admissions Office prior to class before registration is complete. (Childcare Apprentices are exempt from payment.) You must pass a state competency test to receive a certificate. Test registration information will be given at the first class. Classes are held at the Lake Tech main campus. Saturday classes, bring a bag lunch.

Part 1	Day	Time	Date	Costs
Health, Safety, & Nutrition	T	6:30p - 9:30p	8/13/13, 8/20/13, 8/27/13	\$40.00
Facility Rules & Regulations	S	8:30a - 3:00p	08/17/13	\$30.00
Child Growth & Development	S	8:30a - 3:00p	08/24/13	\$30.00
Behavioral Obs. & Screening	S	8:30a - 3:00p	09/07/13	\$30.00
Child Abuse & Neglect	T	6:30p - 8:30p	09/10/13 & 09/17/13	\$25.00
Part 2 (select one)				
DAP Infant/Toddler	S	8:30a - 2:00p	09/14/13 & 09/21/13	\$50.00
DAP Special Needs	S	8:30a - 2:00p	09/28/13 & 10/05/13	\$50.00
DAP Preschool	S	8:30a - 2:00p	10/12/13 & 10/19/13	\$50.00
School Age	S	8:30a - 2:00p	10/29/13 & 11/02/13	\$50.00

Adult Education / Career Pathways

Got dreams? Need help building your plan? Get your "it" back on the right track. We want to help! Day and evening classes, including English for Speakers of Other Languages (ESOL), General Education Development (GED) and Applied Academics for Adult Education (AAAE) are offered at various locations throughout Lake County. Call the Admissions Office at 352.589.2250 for specific information and class times.

Did you know students in Lake County are rushing to earn their GED before January 2014 when a new version of the test is released? Did you know current GED test scores expire in December 2013?

Day Classes:

Eustis
 Clermont
 Four Corners
 Mascotte
 Mount Dora
 Leesburg
More to come

Evening Classes:

Eustis
 Clermont
 Four Corners
 Mount Dora
 Leesburg
More to come



Online:

Anywhere!

Fall term begins August 19.
 Tuition is \$30/term.



A CAREER IN A YEAR!

On-line Computer Requirements

For classes that have an online component, the following are the minimum computer requirements:
 Operating Systems:
 Microsoft Windows Vista or version 7 or above
 Macintosh OSX 10.6 or above
 Web browsers:
 MS Internet Explorer version 8 or above; Google Chrome; Firefox 3.6 or above
 Apple Safari version 4.0 or above

Some lessons require Adobe Flash Player 8 or higher and Adobe Acrobat Reader

Administration

Dr. Diane Culpepper, Director
 Jack Miller, Assistant Director
 Melissa Stephan, Assistant Director

Charter Board

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Accreditation

Lake Technical Center is accredited by the Commission of the Council on Occupational Education, 7840 Roswell Road, Building 300, Suite 325, Atlanta, GA 30350, 770.396.3898, www.council.org; by the Southern Association of Colleges and Schools Council on Accreditation and School Improvement; and by the Commission on International and Trans-Regional Accreditation.

Dual Enrollment

Students attending a Lake County public high school, a Florida private secondary school, or a home school student may be eligible to participate in dual enrollment if they meet required criteria. For more information contact the Admissions Office at 352.589.2250.

ed2go

Ed2go are comprehensive, instructor-led, online courses offered through our partner ed2go. Enjoy the ease and flexibility of eLearning. Take courses anytime and anywhere - whatever is convenient for YOU! The online courses are affordable, fun, and fast. Take courses in accounting, computer applications, certification prep, healthcare, languages, small business, and more. See the online courses listing on our website.

Financial Aid / Veterans Benefits

Financial Aid may be available for those who qualify and doesn't have to be repaid. Some programs are approved for VA. Eligible veterans may be certified for VA benefits through the Financial Aid Office.

Lake Tech's Mission

Lake Technical Center's mission is to meet the educational needs of the community by offering a variety of high quality career-technical training opportunities.

Non-Discrimination Statement

No person shall, on the basis of race, color, creed, religion, sex, age, handicap, marital status, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity under the direction of Lake Technical Center Board of Directors. Lake Technical Center is an Equal Opportunity Institution.

Orientation

Orientation is designed to give you information that Lake Technical Center faculty and staff members believe to be important for your success as a Lake Tech student. Basic information about Lake Tech, entrance requirements, residency requirements, holiday schedule, graduation requirements and more are covered. Visit www.laketech.org to view the orientation program. If you have questions that are not answered in this orientation, please contact a Lake Tech counselor.

Refund Policy

Students who withdraw from a Career and Technical Education program within the first five days of class receive 100% refund on tuition/fees. Refund requests for extenuating circumstances should follow Lake Technical Center's appeals process. Students in Continuing Workforce Education, Fee-based, or Adult Education classes may request a refund of both tuition and lab fees prior to the class start date.

Residency Information - applies to all CTE, ESOL & Adult Ed students

If a student (or student's parent or legal guardian in the case of a dependent student) has lived in Florida for 12 consecutive months or more before the first day of classes of the term for which residency status is sought, he or she may qualify for Florida residency for tuition purposes. Non-residents will be required to pay the full cost of instruction, or out-of-state fees. Please see the Lake Tech catalog for complete residency policies / procedures.

Steps to Enroll

1. **Explore** your funding options. Lake Tech offers Pell grants, accepts Bright Futures and the Florida Prepaid College Plan. Some programs are approved for VA.
2. **Complete** the school application at www.laketech.org.
3. **Take** the appropriate admission and/or placement tests. Call for testing schedule.
4. **Meet** with a counselor. Discuss test scores, career goals, and program requirements. Submit residency documentation.
5. **Register** for your program. Pay tuition and fees. Obtain student I.D. We accept cash, MasterCard, Visa, Discover, and personal checks.
6. **Purchase** & receive books and supplies through LTC's online Bookstore and Marketplace at www.laketech.org prior to the first day of class.
7. **Complete** the new student orientation online. Go to <http://laketech.org/orientation.php> and follow the instructions.

Testing Information

TABE - is available Monday, 8:00 - 5:00, and Thursday, 8:00 - 2:00, and is \$20 for all CTE and Adult Education students. The cost for someone not enrolling at Lake Tech is \$50.
CJBAT - is required for Law Enforcement Officer and Correctional Officer, is available. Monday/Thursday, and the cost for students enrolling in CTE programs is \$40. For all other individuals taking the test, the testing fee is \$50.
NFSI - is required for the Fire Fighter program, is available Monday/Thursday and the cost is \$25.
TEAS - is required for EMT and LPN, is available Monday/Thursday during the application period window, and the cost is \$50.
CASAS - is an English proficiency test, is given during the ESOL intake process, and the cost is \$20.

Information contained within this publication is subject to change without notice.

LAKE TECH

Internships/Ride Time *Apprenticeships*
Practicum *Co-op* *Clinicals*
Job Shadowing *Certifications* *State Registration*
Scholarships *College Credit*



FALL SCHEDULE 2013 - 2014

Fall Term Begins August 19, 2013

NEW classes being offered - see Short Term Training for more info!

Career Training (tuition based on \$2.88 per hour) Fall Term Begins August 19 - Apply Now!

ARCHITECTURE & CONSTRUCTION

Air-Conditioning, Refrigeration & Heating Technology 1 & 2 • Troubleshoot and wire electrical motors, combustion gas valves, and regulators • Diagnose environmental management systems • Install, maintain, and repair heating, air conditioning, and refrigeration systems

ARTS, A/V, TECHNOLOGY & COMMUNICATIONS

Digital Design • Discover and develop unique artistic styles while working through marketing projects from concept to completion • Design, produce, and deliver a wide range of creative promotional materials for interactive web and print media • Create a professional portfolio showcasing completed digital works using cool fonts, special effects, and dynamic imagery

BUSINESS MANAGEMENT & ADMINISTRATION

Accounting Operations • Analyze and interpret a company's financial condition to recommend critical strategies for sound financial management • Generate payroll and critical financial reports needed for small businesses and corporations • Prepare actual tax returns and reports using the same advanced financial software as professional accountants

Administrative Office Specialist • Work in an office environment using advanced software applications and processes utilized by business professionals • Experience and manage daily office responsibilities and projects while interacting with the public as an office manager • Design and create dynamic promotional materials which will be showcased in a professional portfolio

EDUCATION & TRAINING

Child Care Center Operations • Direct child care professionals to shape children's intellectual, social, emotional, and physical development • Manage a state-approved child care center that delivers fun learning activities and prepares preschoolers for kindergarten • Create, research, and provide developmentally appropriate materials and activities

Early Childhood Education Apprenticeship • Experience the joy of creating fun and amazing activities for children who are full of life and love learning • Influence the future of infants, toddlers, and preschoolers by shaping their intellectual, social, emotional, and physical development • Utilize critical and creative thinking skills necessary for working with young children

HOSPITALITY & TOURISM

Commercial Foods & Culinary Arts • Create and present delicious, gourmet culinary masterpieces while working with knives, fire, and ice • Cook alongside professional chefs preparing appetizers, soups, salads, entrées, and desserts to everyone's delight • Operate a fast-paced, casual or upscale restaurant to create international cuisine in a unique dining experience *Commercial Foods & Culinary Arts Apprenticeship also available, call 352.589.2250, x1866 for details*

HEALTH SCIENCE

Emergency Medical Technician • Experience the thrill and satisfaction of saving lives • Operate the same lifesaving equipment utilized by emergency rescue professionals • Perform medical and rescue techniques to provide emergency services to those in need

Medical Assisting • Deliver high quality patient care as a critical member of a professional healthcare team • Perform medical office procedures and provide vital services including documenting patient symptoms, drawing blood, giving injections, and assisting in minor office surgeries • Work in a wide range of medical offices and clinical settings under the direction of physicians and nurse practitioners

Nursing Assistant Articulated (CNA) • Experience the joy and satisfaction of helping others with activities of daily living in long-term care, hospitals, and other healthcare facilities • Work alongside healthcare professionals to follow the prescribed plan of care • Develop professional work ethics and medical skills while providing compassionate patient care

Nursing Assistant Articulated (CNA)/Home Health Aide • Experience the joy and satisfaction of helping others with activities of daily living in a home setting • Work alongside home health aide professionals to follow the prescribed plan of care • Develop professional work ethics and medical skills while providing compassionate patient care

Paramedic • Experience the thrill of saving lives in real-world emergency and trauma situations • Use advanced medical and diagnostic equipment to perform detailed patient assessments • Provide critical emergency care while interacting with patients, firefighters, law enforcement officers, and hospital staff *Application deadline is June 30, 2013*

HEALTH SCIENCE continued

Patient Care Technician • Experience the joy and fulfillment of helping others by providing direct patient care in hospitals and other healthcare facilities • Monitor heart rhythms, draw blood, and collect specimens using the latest medical techniques • Work alongside and support medical professionals in a variety of simulated and actual clinical settings

Phlebotomy • Experience the thrill of drawing blood as part of quality patient care • Locate the vein, pierce the skin, draw the blood, and label the vials as a key member of the medical team • Collect a variety of fluid and tissue samples using the latest techniques

Practical Nursing • Experience interactive simulated labs and actual clinical rotations in a variety of healthcare settings • Work as a key member of a professional healthcare team to deliver skilled and compassionate patient care • Perform advanced medical procedures, administer medication, collect patient data, monitor IVs, and provide wound care

HUMAN SERVICES

Cosmetology • Express individual creativity by providing a wide range of artistic hair, nail, and skincare services using the latest technology, trends, and name-brand products • Evaluate, recommend, and create unique hair designs to exceed client expectations • Operate and experience a full-service interactive salon and spa environment while working alongside professionals

Facials Specialty • Deliver professional skincare services within a dynamic salon and spa environment • Evaluate, recommend, and create specific prescriptions to improve and sustain the health of skin • Use advanced techniques to perform regenerating facials, skin exfoliation, hair removal, and makeup applications

Nails Specialty • Express individual creativity by providing a wide range of nail care services using the latest technology, trends, and name brand products • Create unique nail art designs, artificial nail enhancements, and natural nail services to exceed client expectations • Work alongside professional nail technicians in a dynamic salon and spa environment

LAW, PUBLIC SAFETY & SECURITY

Correctional Officer • Experience simulated hostage events, take downs, and inmate unrest • Work alongside certified corrections and law enforcement professionals to keep the community safe • Develop your mind and body using advanced self-defense tactics, rigorous physical training, and effective firearm techniques

Fire Fighter • Rappel down buildings, contain chemical spills, rescue victims in confined spaces, manage wildfires, and extricate trapped victims using the Jaws of Life • Protect life and property by managing all phases of fire suppression, prevention, inspection, and rescue • Troubleshoot and maintain fire apparatus, inspect for gas leaks, and secure accident and fire scenes. *Application deadline is August 1, 2013.*

Law Enforcement Officer • Perform law enforcement operations such as SWAT techniques, police car maneuvers, and safely discharge firearms in the line of duty • Work with certified law enforcement and homeland security professionals to keep the community safe • Develop mind and body using advanced self-defense tactics and rigorous fitness training

MANUFACTURING

Welding (Applied Welding Technologies) • Control fire, electricity, and gas to dismantle, create, and build a wide range of metal products • Utilize advanced welding techniques to manipulate metal for construction, industrial, and artistic applications • Operate the same advanced welding equipment utilized by professionals

TRANSPORTATION, DISTRIBUTION & LOGISTICS

Auto Collision Repair & Refinishing • Breathe life into mangled vehicles by restoring them to pristine condition • Assess, estimate, repair, and refinish a wide range of vehicles using current welding, sanding, and painting techniques • Operate the same advanced equipment as automotive professionals

Automotive Service Technology • Work on today's cars and trucks in a rapidly changing industry using a full systems approach • Diagnose, maintain, repair, and fine tune a wide range of vehicles alongside a master technician • Utilize advanced diagnostic equipment in a modern facility to troubleshoot and repair complex automotive systems

Diesel (Medium & Heavy Duty Truck & Bus Technician) • Troubleshoot, repair, and overhaul internal combustion engines using the same advanced computer diagnostic equipment as master technicians • Diagnose and maintain diesel engines, electrical components, air brake systems, and cab air-conditioning • Analyze and repair complex electric, hydraulic, pneumatic, refrigeration, and diesel systems for a variety of heavy equipment

Program / Hours	Location			Days					Times			Start Date
	M A I N	I P S	M A S C O T T E	M	T	W	R	F	Full Time	Part Time	Part Time	
Accounting Operations – 900	●			●	●	●	●	●	8:15a - 2:45p	8:15a - 11:15a	11:15a - 2:45p	8/19/13, open entry
Administrative Office Specialist – 1050	●			●	●	●	●	●	8:15a - 2:45p	8:15a - 11:15a	11:15a - 2:45p	8/19/13, open entry
Air-Conditioning, Refrigeration, & Heating Technology 1 - 750	●			●	●	●	●	●	8:00a - 2:30p	8:00a - 11:00a	11:00a - 2:30p	10/22/13, open entry
Auto Collision Repair & Refinishing – 1400	●			●	●	●	●	●	8:00a - 2:30p	8:00a - 11:00a	11:00a - 2:30p	8/19/13, open entry
Automotive Service Technology 1 – 1050	●			●	●	●	●	●	8:00a - 2:30p	8:00a - 11:00a	11:00a - 2:30p	8/19/13, open entry
Automotive Service Technology 2 – 750	●			●	●	●	●	●	8:00a - 2:30p	8:00a - 11:00a	11:00a - 2:30p	8/19/13, open entry
Child Care Center Operations – 45		●		●			●			6:30p - 9:30p		9/23/13, open entry
Commercial Foods & Culinary Arts – 1200	●			●	●	●	●	●	8:00a - 2:30p			8/19/13, open entry
Correctional Officer – 420		●		●	●	●	●		7:00a - 6:00p			8/12/13
Cosmetology – 1200	●			●	●	●	●	●	8:15a-3:15p 4:00p-9:00p			8/19/13; 1/21/14 space available
Diesel (Medium & Heavy Duty Truck & Bus Technician 1) – 1050	●			●	●	●	●	●	8:00a - 2:30p	8:00a - 11:00a	11:00a - 2:30p	8/19/13, open entry
Diesel (Medium & Heavy Duty Truck & Bus Technician 2) – 750	●			●	●	●	●	●	8:00a - 2:30p	8:00a - 11:00a	11:00a - 2:30p	8/19/13, open entry
Digital Design 1 – 600	●			●	●	●	●	●	8:00a - 2:30p	8:00a - 11:00a	11:00a - 2:30p	8/19/13, open entry
Digital Design 2 – 600	●			●	●	●	●	●	8:00a - 2:30p	8:00a - 11:00a	11:00a - 2:30p	8/19/13, open entry
Early Childhood Education Apprenticeship – 2 yrs.									<i>Contact Kathy Roberts - robertsk1@lake.k12.fl.us</i>			8/19/13, open entry
Emergency Medical Technician – 250	●			●			●			6:00p - 10:00p		8/15/13
Facials Specialty – 260	●			●	●	●	●		4:00p - 9:00p			8/19/13, modified open entry
Fire Fighter – 450		●		●	●	●	●		9:00a-6:00p 6:30p-10:30p	Sat. 9:00a-6:00p		8/19/13 8/26/13
Home Health Aide – 75	●			●	●	●	●	●	8:15a - 2:45p			9/26/13; 12/9/13
Law Enforcement Officer – 770		●		●	●	●	●		7:00a-6:00p 5:00p-10:00p	Sat. 8:00a-7:00p		7/29/13 9/9/13
Medical Assisting – 1300	●			●	●	●	●	●	8:15a - 2:45p			8/19/13, modified open entry
Nails Specialty – 240	●			●	●	●	●		4:00p - 9:00p			8/19/13, modified open entry
Nursing Assistant Articulated (CNA) – 165 (Main Campus)	●			●	●	●	●	●	8:15a-2:45p			8/19/13; 10/28/13
Nursing Assistant Articulated (CNA) – 165 (Mascotte Campus)			●		●	●			8:30a - 3:00p			8/19/13
Paramedic – 1100	●			●	●	●	●	●	9:30a - 4:00p			8/13/13
Patient Care Technician – 600	●			●	●	●	●	●	8:15a - 2:45p			8/19/13; 1/21/14
Phlebotomy – 165	●				●	●	●			5:00p - 9:30p		8/20/13; 1/21/14
Practical Nursing – 1350	●		●	●	●	●	●	●	varied			varied
Welding (Applied Welding Technologies) – 1170	●			●	●	●	●	●	8:00a-2:30p 3:30p-9:30p	8:00a-11:00a	11:00a-2:30p	8/19/13, open entry

Coming Soon - NEW PROGRAMS! - Computer Systems and Information Technology (900 hrs), Machining (1500 hrs), Pharmacy Technician (1050 hrs)
Call the Admissions Office (352.589.2250) for more information.