

# Diesel Mechanic

## Information Guide and Application August 2018



**FRANKLIN TECHNOLOGY CENTER**  
A D U L T E D U C A T I O N

### FRANKLIN TECHNOLOGY CENTER

Mills Anderson Justice Center, Suite 50  
3950 East Newman Rd  
Joplin, MO 64801

Phone: (417) 659-4452

Fax: (417) 659-4408

Email: [pennywilliams@joplinschools.org](mailto:pennywilliams@joplinschools.org)



# Diesel Mechanic

**Beginning: August 2018**

Contact: Penny Williams  
[pennywilliams@joplinschools.org](mailto:pennywilliams@joplinschools.org)  
Phone: 417-659-4452

*Additional details coming soon.*

## 720 Clock Hour Certificate Program – Evening

Instruction covers mechanical skills needed by individuals to enter the workforce as entry-level diesel mechanics. Classroom and Lab instructions are effectively coordinated to give the student the skills and education needed in the areas of driving performance, electrical systems, diesel engine construction and operation, fuel systems, tune ups, steering and suspension systems, and brake systems.

### Areas of Study:\*

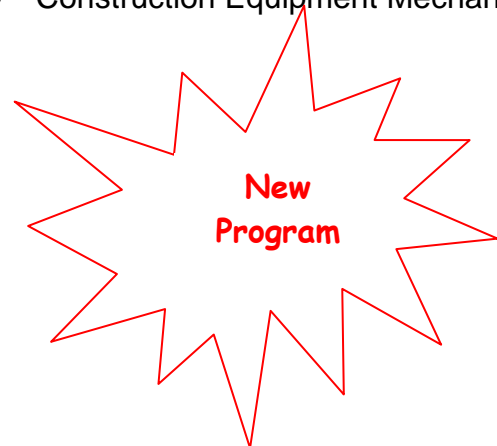
- Safety
- Diesel Engines
- Preventive Maintenance
- Troubleshooting
- Service and Repair
- Air and Hydraulic Brake Systems
- Steering and Suspension Systems
- Powertrains
- Fuel Systems
- Transmissions
- Electrical and Electronics Systems
- Fuel Injection Systems
- HVAC Systems
- Differentials and Drive Line
- Tune ups

### Students will also be introduced to:

- Using computers to diagnose
- Operating various pieces of shop machinery and equipment
- Selecting and using precision tools
- Heavy Equipment Maintenance Mechanic
- Construction Equipment Mechanic

### Entry Level Employment Opportunities:

- Diesel Safety Inspector
- Diesel Engine Mechanic
- Fleet Maintenance Mechanic



# Franklin Technology Center Trade & Technical Programs

## Application Procedure

### STEP 1 – Complete and return application

In order to be considered for the program, the first step in the process is receiving this packet with the enclosed information, completing the application, and paying the application fee. Once your application has been submitted, you will move to STEP 2. Please do the following in **STEP 1**:

- Read the enclosed information about the program.
- Review program cost sheet and keep a copy (Important: The school reserves the right to adjust program tuition and fees prior to the start of the program.
- Complete the application form and sign.
- Return the application along with a non-refundable \$50.00 application fee to the FTC business office in the Mills Anderson Public Safety Center on MSSU campus.

Please direct all correspondence and inquires to:

Franklin Technology Center @ MSSU  
Mills Anderson Public Safety Center Suite 50  
3950 E. Newman Road  
Joplin MO 64801  
Telephone: (417) 659-4400 Fax: (417) 659-4408

### STEP 2 – Contact Financial Aid Office

- All applicants must contact the Financial Aid Office at 417-625-9865 or [cherylbrown@joplinschools.org](mailto:cherylbrown@joplinschools.org)

**Important:** In addition to completion of the Financial Aid application you must *ALSO* complete the FTC program application and pay the \$50.00 application fee as listed in STEP 1.

### STEP 3 – Submit the following:

- Official High School transcript or GED
- Signed Consent for Criminal Background Check Form

**\*\*Tuition and Fees for 2018-19 are estimates only and are subject to change\*\***

# FRANKLIN TECHNOLOGY CENTER

## Diesel Mechanic

School Year **2018-19**

Beginning Date: August 2018

Ending Date: April 2019

Non-Refundable Application Fee of \$50.00 Required Prior to Acceptance Into Program

TUITION\*\* \$10,000.00

SUPPLIES, BOOKS and FEES\*\* \$1,440.00

<b>GRAND TOTAL</b>	<b>\$ 11,440.00</b>
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**\*\*Tuition and Fees for 2018-19 are estimates only and are subject to change\*\***

Revised **02/2018**

# Franklin Technology Center

## Trade and Technical Programs Application

Date received: \_\_\_\_\_  
Receipt: \_\_\_\_\_  
Agency: \_\_\_\_\_  
Counselor: \_\_\_\_\_  
Copy to Bookkeeper \_\_\_\_\_

- Diesel Mechanics (evening)       Auto Tech  
 Collision Repair (evening)       HVAC (evening)       Welding (evening)

### **PERSONAL INFORMATION** (please print clearly)

Name: \_\_\_\_\_ Maiden: \_\_\_\_\_  
(First) (M.I.) (Last)

Address \_\_\_\_\_  
(City) (State) (Zip)

SS#: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Phone: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

### **EDUCATIONAL HISTORY**

I graduated in \_\_\_\_\_ from \_\_\_\_\_, \_\_\_\_\_  
(MM/YY) (Name of School) (City) (State)

I completed my GED in \_\_\_\_\_ in the state of \_\_\_\_\_.  
(MM/YY)

Have you completed any college coursework? \_\_\_ Yes \_\_\_ No If yes, where? \_\_\_\_\_  
(Include state)

List any college degrees or vocational certificates held: \_\_\_\_\_

### **EMPLOYMENT HISTORY** (list your last two places of employment beginning with most recent)

1. Employer, w/address \_\_\_\_\_

Phone: \_\_\_\_\_ Date Employed: \_\_\_\_\_ Date of Termination \_\_\_\_\_

Reason for leaving (optional): \_\_\_\_\_

2. Employer, w/address \_\_\_\_\_

Phone: \_\_\_\_\_ Date Employed: \_\_\_\_\_ Date of Termination: \_\_\_\_\_

Reason for leaving (optional): \_\_\_\_\_

3. \_\_\_ I have not been employed outside the home.

### **EMERGENCY CONTACT INFORMATION** (List three people we may contact in case of emergency)

1. Name: \_\_\_\_\_ Address: \_\_\_\_\_ City, St, Zip \_\_\_\_\_

Home Phone: \_\_\_\_\_ Wrk# \_\_\_\_\_ Relationship: \_\_\_\_\_

2. Name: \_\_\_\_\_ Address: \_\_\_\_\_ City, St, Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Wrk# \_\_\_\_\_ Relationship: \_\_\_\_\_

3. Name: \_\_\_\_\_ Address \_\_\_\_\_ City, St, Zip: \_\_\_\_\_

Home Phone: \_\_\_\_\_ Wrk# \_\_\_\_\_ Relationship: \_\_\_\_\_

\*\*\*A \$50.00 non-refundable fee must accompany this application\*\*\*

**CRIMINAL BACKGROUND CHECK: (ONLY APPLIES TO DAYTIME PROGRAMS)**

All applicants applying for FTC programs will be required to undergo a criminal background check. This background check will be through Validity background check services. Students that are accepted through false or incorrect information for the background check will be terminated from the educational program. **Anyone who has been convicted of a felony cannot be enrolled in any program with minors, however a felony conviction does not necessarily exclude an individual from an evening, adults only, program.**

**Have you ever been convicted as an adult offender of any crime?**     Yes     No

If yes, is your name on the Department of Social Services Disqualification List? (This list includes people who have pled guilty to any A or B felony violation of chapters 565,566,569 RSMo). The felonies covered in these chapters focus primarily on crimes against another person and are listed below. Please check which ones apply to you:

- |   |   |   |
|---|---|---|
| <input type="checkbox"/> Voluntary Manslaughter                           | <input type="checkbox"/> 1 <sup>st</sup> & 2 <sup>nd</sup> degree Arson | <input type="checkbox"/> 1 <sup>st</sup> & 2 <sup>nd</sup> degree Robbery |
| <input type="checkbox"/> 1 <sup>st</sup> & 2 <sup>nd</sup> degree Assault | <input type="checkbox"/> Murder   | <input type="checkbox"/> Sexual Offender                                  |
| <input type="checkbox"/> Other (Specify) _____                            |   |   |

**PROGRAM INFORMATION:**

Have you taken any entrance exam for a program?     Yes     No  
Which test have you taken?     HOBET     TABE

How did you hear about the Franklin Tech Trade & Tech programs?  
 Radio     School Sign     Friend     Other  
 TV     Brochure     Newspaper

THE SCHOOL DISTRICT OF JOPLIN DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, DISABILITY OR VETERAN STATUS, NOR WITH ANY PROVISIONS FOR THE “AMERICANS WITH DISABILITIES ACT” OF THE APPLICANT (SECTION IV).

If accepted as a student, I give FTC permission to release a copy of my school records to inquiries such as employment for educational purposes, according to the Family Educational and Privacy Act of 1974. In connection with my application with the school, I understand that a consumer report, which may contain public record information, is being requested. This report may include the following types of information: Names and dates of previous employers, credit information, etc. I further understand that such report may contain public record information concerning my credit, bankruptcy proceeding, and etc. from federal, state and other agencies that maintain such records.

I authorize, without reservation, any party or agency contacted to furnish the above-mentioned information. I certify that the information provided on this application is correct to the best of my knowledge and that I am at least 17 years of age. **Falsification of any part of this application may be grounds for dismissal from FTC.**

Date: \_\_\_\_\_

Signature: \_\_\_\_\_



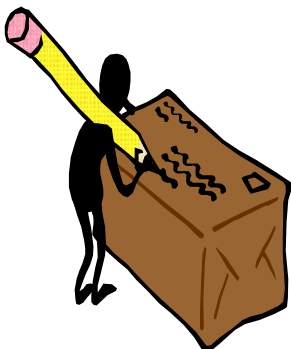
# The Next Step



1. Complete your FAFSA online at [fafsa.ed.gov](https://fafsa.ed.gov). Call the FTC Financial Aid Office at 417-625-9865 if you have questions on how to fill it out or if you don't have access to a computer.



2. In order to fill out your FAFSA, last year's federal tax return must be completed. If married, you must include spouse's information or if you answer all questions with a NO on Step 3 of the FAFSA, you are required to include parent's information on Step 4.



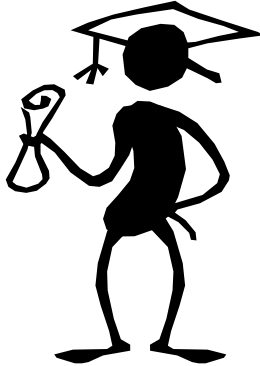
3. Once your FAFSA is submitted, wait 2-3 business days then call the FTC Financial Aid Office to set up an appointment to complete the financial aid process.



4. You will receive a Student Aid Report (SAR) from the US Department of Education in approximately 2 weeks. Verify that all information is correct.



5. Your FTC Award letter will be given to you at the beginning of the program.



6. Study hard and attend classes and you should receive your graduation certificate.

If a funding agency will be providing any monies toward your program costs we must have the following documentation on file before you can attend any program classes. It is the student's responsibility to work closely with their counselor to insure proper documentation has been received by the FTC bookkeeping or financial aid office.

1. Written letter on agency letterhead for \$50 application fee
2. Funding voucher, training agreement, etc. for any program costs



Prior to acceptance into a Franklin Technology Center adult program, all applicants must demonstrate that they have earned a high school diploma or GED certificate. Proof requires an official transcript sent from the school or Department of Education directly to Franklin Technology Center. A copy of the diploma, transcript, or GED certificate does not qualify as an official transcript. Applicants should complete this form and mail it directly to the appropriate institution.

**GED/HIGH SCHOOL/COLLEGE  
OFFICIAL TRANSCRIPT  
REQUEST FORM**

**THE FOLLOWING INFORMATION MUST BE INCLUDED ON THE TRANSCRIPT:**

**GED Transcript:**

1. The state in which the GED was earned.
2. The month and year the GED was earned.
3. The scores received on all subject tests.
4. The official seal of the office issuing the transcript.

**HIGH SCHOOL AND COLLEGE Transcripts:**

1. The name of the institution and the city and state in which it is located.
2. The school seal and/or the official signature of the registrar mailing the transcript.
3. The month and year of entry into the institution.
4. The month and year of graduation from the institution.

My name on GED or school records \_\_\_\_\_

Date GED granted or graduated \_\_\_\_\_ Social Security Number \_\_\_\_\_

My present name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Telephone \_\_\_\_\_

**It is YOUR responsibility to request your transcript using this form.**  
(there may be a charge for this service)

Signature \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*\*\* Attention School Official \*\*\*\*\*

**Mail the official transcript and this form directly to the address below:**

**Franklin Technology Center @ MSSU  
3950 East Newman Road  
Joplin, MO 64801**