



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

Automotive Technology

Information Guide and Application - 2019

August 12, 2019 - June 16, 2020

FRANKLIN TECHNOLOGY CENTER

Mills Anderson Justice Center, Suite 50

3950 East Newman Rd

Joplin, MO 64801

Phone: 417-659-4400

Fax: 417-659-4408

Email: jamichaligoj@joplinschools.org

Program Coordinator: Jami Chaligoj

Phone: 417.625.9571

jamichaligoj@joplinschools.org



950 Clock Hour Certificate Program – Evening

The modern automobile has become a technically complex device to maintain and repair. The technician must call upon knowledge of sound mechanical and electrical principles to service the integrated systems of the automobile. These skills are needed by individuals to enter the work force as entry-level automotive service technicians. Intensive career preparation is provided through a combination of classroom instructions and hands-on experience.

Areas of Study*:

- Brakes
- Steering and suspension
- Electrical and electronics
- Engine performance
- Safety inspections

Automotive Technology is designed to teach the various mechanical aspects of the Automotive service field such as:

Diagnosis & Repair of:

- Electrical Systems
- Steering Suspension
- Brake Systems (including ABS)
- Engine Performance (Computerized Engine Controls)
- Training in the use of the latest tools & equipment
- Proficient in repair estimates
- MO Safety Inspection Training for certification
- ASE Certified Program with 288 hands on competencies

Entry Level Employment Opportunities:

- Retail and Wholesale Automobile Dealers
- Independent Automotive Repair Shops
- Automobile Manufacturing Plants
- Automotive Parts Supply Stores
- Self-Employment
- Automotive Service Facilities

**** Instruction subject to change, as determined by FTC.**

Step 1 - Complete and return application

In order to be considered for the program, the first step in the process is 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 information about the program.

Review program cost sheet (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.

Submit 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 inquiries to:

Franklin Technology Center @ MSSU
Mills Anderson Public Safety Center Suite 50
3950 E. Newman Rd
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. 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 of GED
Signed Consent for Criminal Background Check Form

Applicants for whom English is a second language may be required to take the Test of English as a Foreign Language (TOEFL iBT) test. Non-English speaking applicants must meet the same general admission requirements as all other applicants. The TOEFL test is offered only at select sites and select dates in Missouri. Applicants are responsible for making their own arrangements for taking the TOEFL tests.

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Automotive Technology

Beginning date: August 12, 2019 ~ Ending Date: June 16, 2020

Non-Refundable Application Fee of \$50.00 is required prior to acceptance into program.

Tuition**: \$9,200.00

Supplies, Books, and Fees**: \$1,800.00

GRAND TOTAL: \$11,000.00

Revised 02/2019

Tuition Withdrawal Policy

A Title IV refund is completed on all financial aid recipients. The Title IV refund is calculated per payment period. If a student completes 60% of a payment period, a Title IV refund is not required.

NOTE: Any Title IV financial aid returned by FTC to the Direct Loan(s) and/or the US Dept. of Ed for Pell Grants will be charged back to the students account and will be his/her responsibility.

Institutional charges are due as follows: Days=class days

Student withdraws during the first 4 days of the pay period - 2% due *Fees, books, and supply fees will be assessed on usage

Student withdraws from the 5th day through the 9th day of the pay period - 5% due

Student withdraws from the 10th day through the 15th day of the pay period - 10% due

Student withdraws from the 16th day through 21st day of the pay period - 20% due

Student withdraws from the 22nd day through the 30th day of the pay period - 40% due

Student withdraws after 30th day of pay period - 100% due

All costs including tuition, books, and supplies are considered institutional costs and are figured in the refund calculation. *Fees, books, and supply fees will be assessed on usage.

All Credit balances must be eliminated before a Title IV refund calculation can be performed.

All Students completing a withdrawal form and received a Direct loan are required to complete an exit counseling session online at www.nsls.ed.gov

School will determine the student's withdrawal date as the last date the student ceased attendance.

All Title IV funds WILL BE RETURNED no later than 45 days after it determines the student withdrew.

NOTE: If a student withdraws (a leave of absence is not included) from a program and wishes to re-enter at a later time, he/she will be responsible for any previous tuition, books, and fees owed and any additional and/or increased tuition, books, and fees of the rear re-entered. If tuition has increased the student will be responsible for the additional costs. The re-entry request must be approved by the Program Coordinator and Director of FTC before a student can begin in the program. If a student withdraws twice from any program at FTC he/she will not be allowed to re-enter ANY FTC program.

Franklin Technology Center Auto Technology Application

Date received: _____
Receipt: _____
Agency: _____
Counselor: _____
Copy to Bookkeeper _____

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: _____

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 require the applicant to list all states the applicant has resided in since 18 years of age. 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:

Voluntary Manslaughter 1st & 2nd degree Arson 1st & 2nd degree Robbery
 1st & 2nd degree Assault Murder Sexual Offender
 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: _____