AREA 31 CAREER PROGRAMS

Career and Technical Education

Career and Technical Education (CTE) Programs prepare students for careers and/or further study at a post-secondary institution. Most programs are offered at the Area 31 Career Center at Ben Davis High School. Opportunities exist for students of all abilities in a variety of programs. Area 31 does not discriminate on the basis of race, color, gender, national origin, religion, creed, disability, sexual orientation or gender identity. Local employers provide curriculum direction and employment, including work based learning experiences. Most career and technical education programs enable a student to receive college credit. Some programs offer state approved industry certifications that can be used to meet technical honors diploma requirements. Other departments including Business, Communications, Science, and Engineering and Technology Education have course offerings that will help students choose a career pathway.

NOTE: Before enrolling in any Career and Technical Education program, the student must complete an enrollment form and return it to a counselor.

Course offerings include:

- Advanced Manufacturing I & II**
- Automotive Service Technology I & II**
- Aviation Flight**
- Aviation Operations Management**
- Aerospace Engineering**
- Aviation Maintenance Technology I & II**
- Collision Repair Technology I & II**
- Construction Trades I & II**
- Cosmetology I & II**
- Criminal Justice I**
- Culinary Arts I (Culinary Arts and Hospitality Management)**
- Culinary Arts II (Advance Culinary Arts)**
- Dental Careers**
- Early Childhood Education I**
- Early Childhood Education II (Co-op)**
- Emergency Medical Services (Fire & Rescue II)**
- Fire and Rescue I**
- Graphic Imaging Technology I & II**
- Health Science Education I**
- Health Science Education II (CNA Co-op)**
- Heating and Air (HVAC I & II)**
- Horticulture & Landscape Mgmt I & II**
- Medical Assisting**
- Networking & Computer Tech Support**
- Pharmacy Tech**
- Precision Machining I & II**
- Radio Broadcasting I & II**
- Supply Chain Management/Logistics
- Television Broadcasting I & II**
Tractor/Trailer Operation**
Welding Technology**
**College credit available

Note: *Indiana college credit is generally transferable from one Indiana educational institution to another; however, students and parents should research the transfer themselves just to be sure. One educational institution cannot make a transfer call for another. Students and parents should contact an advisor at the institution where they want to attend and ask if the credit being offered will count toward the degree of their choice.*

ADVANCED MANUFACTURING I
Length/Credits: 1 period – 1 credit
Offered: 2 semester program
Open to: Grade 10, 11, 12
Prerequisite: None
Dual Credit: Ivy Tech Community College – 6 credits

- Use modern manufacturing processes to obtain resources and change them into industrial materials and consumer products
- Investigate properties of engineered materials such as: metallics; polymers; ceramics; and composites
- Study six major types of material processes: casting and molding; forming; separating; conditioning; finishing; and assembling
- Gain a basic understanding of tooling, electrical skills, operation skills, inventory principles, Material Safety Data Sheets, chart and graph reading, and Manufacturing Skills Standards Council (MSSC) concepts
- Obtain APICS Certificate: Logistics; APICS Certificate: Operations; MSSC Certificate: Certified Logistics Associate

Ivy Tech Community College credit can be earned for the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>MPRO 100</td>
<td>Intro to Plant Floor &amp; CNC</td>
<td>3 credits</td>
</tr>
<tr>
<td>MPRO 106</td>
<td>Intro to Workplace Safety</td>
<td>3 credits</td>
</tr>
</tbody>
</table>

ADVANCED MANUFACTURING II
Length/Credits: 3 period block; 3 credits
Offered: 2 semester program
Open to: Grade 11, 12
Prerequisite: Advanced Manufacturing I
Dual Credit: Ivy Tech Community College – 9 credits

- Introduce to basic blueprint reading, Computer Numerical Control (CNC) operation, and commonly used skills in the manufacturing industry
- Use Computer Aided Design software (CAD) to create 3D models and working drawings.
- Setup and operate a CNC mill and lathe using multiple machine tool controllers
- Study robotics, automation and Computer Integrated Manufacturing Technology (CIMT)
• Obtain MSSC Certificate: Safety; Quality, Mfg. Processes and Production, and Maintenance Awareness. (Certified Production Technician Accreditation)

Ivy Tech Community College credit can be earned for the following course:

**MPRO 102 Intro to Print Reading** 3 credits
**MPRO 122 Mechatronics Electrical** 3 credits
**MPRO 201 Lean Manufacturing** 3 credits

### AUTOMOTIVE SERVICE TECHNOLOGY I

**AUTOMOTIVE SERVICE TECHNOLOGY II**

Length/Credits: 3 period block; 3 credits
Offered: 4 semester program
Open to: Grades 11, 12
Prerequisite: None
Dual Credit: Ivy Tech Community College – 15 credits

• Develop skills for entry level positions in eight specialty areas based on National Institute for Automotive Service Excellence: automatic transmission/transaxle, brakes, electrical systems, engine performance, engine repair, heating and air conditioning, manual drive train and axles, and suspension and steering
• Work with customers to service real vehicles
• Work based learning experience possible for second year seniors with recommendation; transportation required to worksite

Ivy Tech-Richmond credit can be earned for the following courses:

**AUTI 126 Steering and Suspension** 3 credits
**AUTI 127 Engine Repair** 3 credits
**AUTI 100 Basic Automotive Service** 3 credits
**AUTI 109 Engine Performance** 3 credits
**AUTI 113 Electrical & Electronics** 3 credits

### AVIATION FLIGHT

Length/Credits: 1 period; 1 credit
Offered: 2 semester program
Open to: Grades 11, 12
Prerequisite: None
Dual Credit: Vincennes University - 9 credits

• Learn skills needed to pass the Federal Aviation Agency written pilot examination
• Study theory of aerodynamics, aircraft performance specifications, weight and balance, Airman’s Information Manual, ground and flight maneuvers required for flight, complete study of piston type aircraft engines, accessories and propellers
• Develop skills for navigation, meteorology, radio, communications, and Federal Air Regulations

Vincennes credit may be earned for the following courses:

**AFLT 210 Instruments, Radios, Systems** 2 credits
**AVIATION OPERATIONS MANAGEMENT**
Length/Credits: 1 period; 1 credit
Offered: 2 semester program
Open to: Grades 11, 12
Prerequisite: None
Dual Credit: Vincennes University – 5 credits

- Explore employment opportunities and careers IN AVIATION
- Develop skills in aviation safety practices, aviation regulations, regulatory process, federal regulatory systems
- Acquire initial skills required for a career and degree in Airport Management, Airline Management and Air Traffic Control

Vincennes credit may be earned for the following courses:
- AMNT 100  Intro to Aviation  2 credits
- AFLT 258  Air Transportation  3 credits

**AVIATION AEROSPACE ENGINEERING (PLTW)**
Length/Credits: 1 period; 1 credit
Offered: 2 semester program
Open to: Grades 11, 12
Prerequisite: None
Dual Credit: Vincennes University - 7 credits

- Apply mathematical, scientific, and engineering principles to aerospace concepts
- Design, develop, and evaluate aircraft, space vehicles and their operating systems
- Design, test, and evaluate a variety of air and space vehicles with creative thinking and problem-solving skills
- Investigate characteristics of flight and aerodynamics

Vincennes University credit can be earned for the following:
- AFLT 190  Aircraft Propulsion & System  4 credits
- AMNT 103  Aircraft Science  3 credits

**AVIATION MAINTENANCE I**
**AVIATION MAINTENANCE II**
Length/Credits: 3 period block; 3 credits
Offered: 2 or 4 semester program
Open to: Grade 11, 12
Prerequisite: None
Dual Credit: Vincennes University - 37 credits
Note: Students must provide their own transportation to ATC, 2175 S. Hoffman Road, Indianapolis
• Study the mechanics of an airplane engine; how it works, and how to repair
• Study and experience aircraft servicing, operations, general electricity, publications, instrumentation, fire protection, cabin atmosphere, fuel systems and welding
• Learn from instruction by Vincennes University at the Aviation Technology Center at Indianapolis International Airport
• Requires excellent attendance (missed instructional time must be made up as required by F.A.A. regulations).
• Note: If enrolled as Early College Program, summer classes will be required between junior and senior year

Vincennes credit can be earned for the following courses:

**Sem. 1**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMNT 102</td>
<td>General Aviation Maintenance</td>
<td>4 credits</td>
</tr>
<tr>
<td>AMNT 106</td>
<td>Materials, Process, Welding</td>
<td>4 credits</td>
</tr>
</tbody>
</table>

**Sem. 2**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMNT 162</td>
<td>Aircraft Sheet Metal</td>
<td>4 credits</td>
</tr>
<tr>
<td>AMNT 166</td>
<td>Composite &amp; Nonmetallic Structures</td>
<td>4 credits</td>
</tr>
</tbody>
</table>

**Sem. 3**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMNT 104</td>
<td>Basic Electricity</td>
<td>4 credits</td>
</tr>
<tr>
<td>AMNT 164</td>
<td>Aircraft Systems</td>
<td>4 credits</td>
</tr>
<tr>
<td>AMNT 167</td>
<td>Aircraft Electrical</td>
<td>4 credits</td>
</tr>
</tbody>
</table>

**Sem. 4**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMNT 266</td>
<td>Aircraft Inspection</td>
<td>4 credits</td>
</tr>
<tr>
<td>AMNT 274</td>
<td>FAA Certification</td>
<td>1 credit</td>
</tr>
</tbody>
</table>

**Summer Semester (between Junior and Senior year) for Early College**

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>AMNT 107</td>
<td>Hydraulics &amp; Pneumatics</td>
<td>4 credits</td>
</tr>
</tbody>
</table>

**COLLISION REPAIR TECHNOLOGY I**

**COLLISION REPAIR TECHNOLOGY II**

Length/Credits: 3 period block; 3 credits
Offered: 4 semester program
Open to: Grades 11, 12
Prerequisite: None
Dual Credit: Vincennes University – 16 credits
Note: Juniors are scheduled into the morning class; seniors are scheduled into the afternoon class.

• Transform dents and dings into works of art
• Learn to work on the bodies of cars and move into a wide variety of job possibilities
• Learn basics of computerized frame measuring; computerized estimate writing; metal working skills; hammer and dolly; filler applications, blocking and sanding; shrinking and stretching methods; refinish techniques and use of spray painting equipment, computerized mixing and matching of paints (solvent and water based)
• Develop skills in MIG welding and plasma cutting
• Provide required work clothing and shoes
• Work based learning experience possible for second year seniors with recommendation; transportation required to worksite; basic hand tools required for employment
Vincennes University credits may be earned for the following courses:

**AUTO 105** Transportation Fundamentals 2 credits

**BODY 100** Non-Structural Anal Damage Repair 3 credits

**BODY 100L** Non-Structural Anal Damage Repair –Lab 4 credits

**BODY 150** Painting and Refinishing 3 credits

**BODY 150L** Painting and Refinishing-Lab 4 credits

**CONSTRUCTION TRADES I**

**CONSTRUCTION TRADES II**

Length/Credits: 3 period block; 3 credits

Offered: 4 semester program

Open to: Grades 11, 12

Prerequisite: None

Dual Credit: Ivy Tech (Indy) – 30 credits

- Experience construction from the foundation up
- Explore career possibilities in the construction industry: carpentry, masonry, electrical, plumbing, concrete, painting, roofing, and drywall
- Build a new home/building or renovate an existing building; emphasis placed on construction and practice
- Work in the heat and cold and everything in between; will need coveralls and winter clothing; tools, approximate cost $60
- Possible work based learning experience for second year seniors with recommendation and transportation to job site

Ivy Tech - Indy credits for the following courses:

**BCOT 105** Roof Construction 3 credits

**BCTI 100** Intro to Construction 3 credits

**BCTI 101** Intro to Carpentry- part 1 3 credits

**BCTI 102** Intro to Carpentry-part 2 3 credits

**BCTI 103** Carpentry Framing & Finish, 1 3 credits

**BCTI 104** Carpentry Framing & Finish, 2 3 credits

**BCOT 104** Floor & Wall Layout 3 credits

**BCOT 105** Roof Construction 3 credits

**BCOT 113** Interior Finishes 3 credits

**BCOT 114** Exterior Finishes 3 credits

**COSMETOLOGY I**

**COSMETOLOGY II**

Length/Credits: 4 period block; 3 credits

Offered: 4 semester program

Open to: Grades 11, 12

Prerequisite: None

Note: Applicants must have a cumulative GPA of 2.0 (C average) and good attendance record

Dual Credit: Vincennes University – 30 credits
• Develop proficiency in all skills of beauty culture to qualify for the State Board of Beauty Culture examination
• Attend 4-hour class, am or pm at Ben Davis High School; or am at PJ's in Brownsburg for first year students
• Attend P. J.'s Beauty College in Plainfield or Brownsburg for second year students; must have own transportation and attend on Saturdays
• Demonstrate skills in shampoos and sets, iron outs, updos, permanents, relaxers, scalp treatments, facial treatments, haircuts, haircolor, manicures, pedicures, waxing, proper sanitation, and personal hygiene
• Complete required 1500 hours in two-year period;
• Provide services on manikins, other students, and clients hair, skin and nails
• Purchase beautician kit before the start of school; contains supplies and materials used every day; 1st year cost is approximately $575; 2nd year cost is approximately $250
• Provide a Non-refundable deposit of $50 by June 1st; credited toward the cost of the kit
• Indiana State Board of Cosmetology Certification

Vincennes University credit can be earned for the following courses with required grade. Identified *courses must pass Accuplacer testing:

*COSM 100 Cosmetology I 7 credits
COSM 150 Cosmetology II 7 credits
COSM 200 Cosmetology III 7 credits
COSM 250 Cosmetology IV 9 credits

CRIMINAL JUSTICE I
Length/Credits: 3 period block; 3 credits
Offered: 2 semester program
Open to: Grades 11, 12
Prerequisite: None
Dual Credit: Vincennes University- 12 credits

• Study fundamentals of criminal investigation, theory and history; and techniques appropriate to specific crime scenes
• Learn traffic administration and control: its impact as a control method, driver licensing local traffic control systems, accident causation and investigation, identification and analysis of traffic problems, traffic safety coordination, and the use of selective enforcement as a method of traffic control
• Study US criminal justice system
• Explore forensic science and its value in the courtroom: laboratory procedures and capabilities; crime scene searching and sketching; photography; firearms and tool mark identification; fingerprints; shoe and tire impressions; headlamp examination; arson; analysis and preservation of trace evidence
• Uniform required (approximately $150)

Vincennes University credits may be earned for the following courses:

LAWE 100 Survey of Criminal Justice 3 credits
LAWE 150 Introduction to Criminology 3 credits
CULINARY ARTS AND HOSPITALITY MANAGEMENT (I)
ADVANCED CULINARY ARTS (II)
Length/Credits: 3 period block; 3 credits
Offered: 4 semester program
Open to: Grades 11, 12
Prerequisite: None
Dual Credit: Vincennes University – 36 credits

- Prepare for entry-level positions in the culinary field, and who knows... maybe even open your own restaurant one day!
- Learn safety and sanitation, food costs, management skills, and continued exploration of basic cooking techniques, table service, food and culture, and careers
- Gain first hand kitchen and dining room experience by operating a student run restaurant open for the public
- Explore employment opportunities include prep cook, line cook, kitchen manager, sous chef, or chef host/hostess, servers assistant, server, assistant manager, or manager.
- Earn nationally recognized ServSafe Certification
- Required uniform: chef coat (3), hat (2), pants (1), and apron (2); approximate cost $120

Vincennes University credit can be for the following courses:

- **CULN 110** Quality Food Production - Lab 5 credits
- **CULN 210** Pastry & Bake Shop – Lab 5 credits
- **REST 100** Intro to Hospitality Mgmt. 3 credits
- **REST 120** Food Service Sanitation 3 credits
- **REST 230** Menu Planning 3 credits
- **CULN 150** Adv Culinary and Food – Lab 5 credits
- **CULN 215** Supervision of Quality Foods 3 credits
- **CULN 260** Haute Cuisine & Specialty 5 credits
- **REST 210** Beverage Sales Services 3 credits
- **REST 211** Beverage I – Responsible Alcohol 1 credit

Note: The following courses CULN 150 and CULN 215 may require student payment of $25 per credited hour in order to earn the credit; possibility of additional courses requiring $25 per credited hour payments will be determined next year.

DENTAL CAREERS
Length/Credits: 3 period block; 3 credits
Offered: 2 semester program
Open to: Grade 12
Prerequisite: None
Dual Credit: Brightwood College – 23 1/2 credits
• Participate in one of the fastest-growing occupations in the nation through the year 2020.
• Receive hands-on training to develop skills necessary to succeed on the job as a dental assistant
• Perform duties such as instrument sterilization, tray setups, four-handed dentistry, equipment maintenance, impressions, model trimming, charting, and dental reception duties
• Required to wear uniforms, white leather tennis shoes, and name tag
• Required to provide a TB and Hepatitis B health certificate

Brightwood College credit can be earned for the following courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>DAKL 151</td>
<td>Foundation Skills Dental Asst</td>
<td>6</td>
</tr>
<tr>
<td>DAW 151</td>
<td>Tech &amp; Terminology for Dental</td>
<td>6</td>
</tr>
<tr>
<td>DAY 151</td>
<td>Diagnostic Assisting</td>
<td>5</td>
</tr>
<tr>
<td>DAG 151</td>
<td>Patient Interaction</td>
<td>6.5</td>
</tr>
</tbody>
</table>

**EARLY CHILDHOOD EDUCATION I**

Length/Credits: 3 period block; 3 credits
Offered: 2 semester program
Open to: Grades 11, 12
Prerequisite: None
Dual Credit: Ivy Tech Community College – 9 credits

- Learn stages of a child's physical, emotional, social, and cognitive development, and skills in instruction and observation
- Develop skills and techniques for providing appropriate environments and care for young children
- Participate at Giant Preschool Learning Center (ages 3, 4, and 5) and Chapelwood Elementary school and possible Early Learning Academy: observing, teaching, and working one-on-one with students
- Students must complete: physical, TB test and documentation, and an Indiana State Police Criminal History
- Complete training in: First Aid, CPR, and Universal Precautions

Ivy Tech Community College credits upon successful completion of coursework with a grade of A or B. Identified *courses must pass Accuplacer testing:

*ECED 100  Intro to Early Childhood Ed 3 credits
*ECED 101  Health, Safety & Nutrition 3 credits
*ECED 103  Curriculum in the Classroom 3 credits

**EARLY CHILDHOOD EDUCATION II (Coop)**

Length/Credits: 3 period block; 3 credits
Offered: 2 semester program
Open to: Grade 12
Prerequisite: Early Childhood Education I and teacher recommendation
Dual Credit: Ivy Tech Community College – 3 credits

- Work and receive high school credit while gaining work experience for CDA (Child Development Associate) credentialing
- Students work in a licensed day care center in the community
- Teacher recommendation is required for second year enrollment and participation in the program
• Personal transportation required to jobsite
• Competitive placement – must interview for a position
• Grades, classroom performance, and attendance are reviewed before acceptance in the second year work based learning program
• Students will complete CDA portfolio/test/verification visit

Ivy Tech Community College credits can be earned for the following course:

ECED 105  CDA Process  3 credits

**EMERGENCY MEDICAL SERVICES**
**(FIRE & RESCUE II)**

Length/Credits: 2 period block; 2 credits
Offered: 2 semester program
Open to: Grade 12
Prerequisite: None
Dual Credit: Vincennes University – 6 credits
Note: Students must be 18 years of age prior to completion of clinical experiences for certification as an EMT.

• Learn about life and death situations, spontaneous decision making, and careers in advanced medical positions
• Prepare for further study for an associate degree in Emergency Medical Services
• Learn to recognize a patient’s condition; the seriousness, and how to use appropriate emergency care techniques and equipment to stabilize the patient
• Earn certifications which include American Heart Association (AHA) Healthcare Provider CPR or American Red Cross (ARC) Professional Rescuer CPR
• Document clinical experiences, some to be completed on student’s own time (evenings and weekends)
• Provide a limited criminal history check and immunization records
• State of Indiana Emergency Medical Technicians Certification available upon completion of standards and state test
• Required uniform will cost approximately $60

Vincennes University credits may be earned for the following course:

EMTB 212  Emergency Medical Technician-Basic  6 VU credits

**FIRE AND RESCUE I**

Length/Credits: 3 period block; 3 credits
Offered: 2 semester program
Open to: Grades 11, 12
Prerequisite: None
Dual Credit: Ivy Tech – 12 credits
Note: Classes at the ESEC (Emergency Service Education Center) at 700 North High School Road; Students must provide their own transportation to ESEC

• Experience an adrenaline rush, burning buildings, blazing fires
• Prepare for entry-level positions or further study in fire service
• Study fire protection systems, fire prevention and safety education, building construction and floor plans, fire, safety and construction codes
• Prepare for Firefighter I & II certifications exams
• Learn the importance of on-scene and on-the-job firefighter health, safety and fitness
• Uniform required: shirts, safety glasses, gloves; approximately $110
• ISHAA physical is required

Ivy Tech credits may be earned for the following courses:

\[
\begin{align*}
HPS 106 & \quad \text{Fire Suppression} & 3 \text{ credits} \\
HPS 121 & \quad \text{Hazmat Awareness and Operations} & 3 \text{ credits} \\
HPS 165 & \quad \text{Firefighter I} & 3 \text{ credits} \\
HPS 167 & \quad \text{Firefighter II} & 3 \text{ credits}
\end{align*}
\]

**GRAPHIC IMAGING TECHNOLOGY I**

**GRAPHIC IMAGING TECHNOLOGY II**

Length/Credits: 3 period block; 3 credits
Offered: 4 semester program
Open to: Grades 11, 12
Prerequisite: None
Dual Credit: Vincennes University – 9 credits

• Create your own logo, then sport it, spread it, promote it! What's your brand?
• Provide hands-on training utilizing current graphic arts fundamentals
• Create computer-generated imagery and image assembly, graphic reproduction methods, and current technology available in finishing and bindery
• Experience real time production work in a graphics laboratory
• Train on state-of-the-art equipment in the most technically current printing facility available in a high school setting
• Work based learning experience possible for second year seniors with acceptable grades, good attendance, and a recommendation; transportation required to work site

Vincennes University credit may be earned for the following courses:

\[
\begin{align*}
DESN 120 & \quad \text{Computer Illustration} & 3 \text{ credits} \\
DESN 140 & \quad \text{Computer Imaging} & 3 \text{ credits} \\
DESN 155 & \quad \text{Computer Page Layout} & 3 \text{ credits}
\end{align*}
\]

**HEALTH SCIENCE EDUCATION I**

Length/Credits: 3 period block; 3 credit
Offered: 2 semester program
Open to: Grades 11, 12
Prerequisite: None
Dual Credit: Ivy Tech Community College – 11 credits

• Experience the high demand of the health care field
• Build foundational skills in preparation to enter the medical field: medical, dental, laboratory, or nursing
• Focus on medical terminology, anatomy/physiology, professional development (career investigation, job search, medical hands-on tasks, leadership, etc.), and Certified Nurse Aide (CNA) training
• Complete a clinical experience at an approved health care facility under the supervision of a licensed nurse
• Costs for clinical experience is approximately $250, also required physical, TB test, and criminal background check
• Other costs possible: transportation and the state certification exam (approximately $75.00)
• Required uniform cost is approximately $50
• Grades, classroom performance, and attendance are reviewed before acceptance in a second year program
• CPR certification approximately $10

Ivy Tech Community College credits may be earned in the following courses if the student completes the course with a grade of A or B. Identified * courses must pass Accuplacer testing:

<table>
<thead>
<tr>
<th>Course</th>
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</tr>
</thead>
<tbody>
<tr>
<td>HLHS 100</td>
<td>Intro to Health Careers 3 credits</td>
</tr>
<tr>
<td>*HLHS 101</td>
<td>Medical Terminology 3 credits</td>
</tr>
<tr>
<td>HLHS 107</td>
<td>CNA Preparation 5 credits</td>
</tr>
</tbody>
</table>

**HEALTH SCIENCE EDUCATION II**
*(CNA CO-OP)*
Length/Credits: 3 period block; 3 credit
Offered: 2 semester program
Open to: Grades 12
Prerequisite: Teacher recommendation and State CNA Certification
CPR Certification

• On the job training; work in a health-related environment
• Completion of the CNA certification will increase employment possibilities
• Students must furnish their own transportation to job sites
• Or enroll in medical assisting, dental assisting, pharmacy technician, or emergency medical services programs

**HEATING AND AIR - HVAC I**
**HEATING AND AIR - HVAC II**
Length/Credits: 3 period block; 3 credits
Offered: 4 semester program
Open to: Grades 11, 12
Prerequisite: None
Dual Credit: Ivy Tech Community College – 9 credits

• Prepare and explore careers in the field of Heating and Air
• Study tools, safety, electrical circuits, proper handling of equipment, temperature control, installation of equipment, sheet metal layout and design, pipefitting, and work attitudes
• Work based learning experience possible for second year seniors with recommendation and transportation to job site
Ivy Tech Community College credits may be earned for the following courses:

- HVAC 101  Heating Fundamentals  3 credits
- HVAC 103  Refrigeration I  3 credits
- INDT 113  Basic Electricity  3 credits

**HORTICULTURE & LANDSCAPE MANAGEMENT I**

Length/Credits: 3 period block; 3 credits
Offered: 4 semester program
Open to: Grades 11, 12
Prerequisite: None
Dual Credit: Vincennes University – 12 credits

- Study basic horticulture & landscape skills and career opportunities
- Practice landscaping, study weed problems and control, non-pathogenic problems and diseases, and management of these problems
- Identify plants for landscaping and turf management & horticulture management
- Analyze growth characteristics of grass species used in lawns in the Midwest and Great Lakes areas
- Experience horticulture & landscape labs that include greenhouse and outdoor work

Vincennes University credits may be earned for the following courses with required grade. Identified *courses must pass Accuplacer testing.

- AGBS 101  Intro to Agribusiness mgmt.  3 credits
- HORT 105  Intro to Horticulture  3 credits
- *HORT 205  Elementary Landscape Design  3 credits
- HORT 255  Advanced Landscape  3 credits

**MEDICAL ASSISTING**

Length/Credits: 3 period block; 3 credits
Offered: 2 semester program
Open to: Grade 12
Prerequisite: None
Dual Credit: Brightwood College – 21 credits
Note: Students must provide a TB and Hepatitis B health certificate.

- Complete part of the Kaplan Medical Assisting curriculum in this one year program
- Learn duties and responsibilities of administrative and clinical medical assistants
- Learn to assist in minor surgical procedures, record vital signs, perform venipuncture, administer EKGS and injections
- Understand anatomy and physiology: all body systems and organization
- Study exam room procedures, aseptic practices, spelling and terminology, and law and ethics
- Learn to implement basic accounting procedures, file insurance claims, bill and schedule patients, prepare medical charts, reports, keyboarding and dictation and correspondence
- Requirements: Kaplan approved uniform, shoes, nametag, TB and Hepatitis B health certificate.
- After graduation, students will need to complete the program at Kaplan as well as a 2-3 month externship
• Taught by Kaplan College at Area 31 Career Center

Brightwood College credit can be earned for the following courses:

<table>
<thead>
<tr>
<th>Course Code</th>
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<th>Credits</th>
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</thead>
<tbody>
<tr>
<td>AH 101</td>
<td>Fund. Of Allied Health</td>
<td>3</td>
</tr>
<tr>
<td>AH 102</td>
<td>Intro to Allied Health Careers</td>
<td>4</td>
</tr>
<tr>
<td>CS 101</td>
<td>Academic Strategies</td>
<td>4</td>
</tr>
<tr>
<td>CS 102</td>
<td>Academic Skills</td>
<td>4</td>
</tr>
<tr>
<td>MAY 155</td>
<td>Integumentary, Urinary, &amp; Repro.</td>
<td>6</td>
</tr>
</tbody>
</table>

NETWORKING & COMPUTER TECH SUPPORT

Length/Credits: 3 period block; 3 credits
Offered: 2 semester program
Open to: Grades 11, 12
Prerequisite: None
Dual Credit: Vincennes University – 9 credits

• Create a network, hack your rivals, and win if you keep them out too!
• Troubleshoot and repair real computer hardware and software
• Learn basic systems technology concepts and management, personal computer components, common problems
• Learn to network operating systems: install, administer, control, manage and diagnose problems on a variety of systems
• Earn A+ Certification (testing fees approximately $388)
• Earn CISCO certification upon successfully completion of course materials
• Engage in work based learning experience for second year seniors with recommendation; transportation required

Vincennes University credits may be earned for the following course:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Title</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>CMET 140</td>
<td>Computer Maintenance I</td>
<td>3</td>
</tr>
<tr>
<td>CPNS 101</td>
<td>LAN Basics &amp; OSI Model</td>
<td>3</td>
</tr>
<tr>
<td>CPNS 102</td>
<td>WAN Basics &amp; Routers</td>
<td>3</td>
</tr>
</tbody>
</table>

PHARMACY TECH

Length/Credits: 3 period block; 3 credits
Offered: 2 semester program
Open to: Grade 12
Prerequisite: None
Dual Credit: Vincennes University – 25 credits
Note: Students must provide a background check in order to apply for Indiana Technician in Training License.

• Learn how to assist licensed pharmacists and provide medication and other healthcare products to patients
• Perform routine duties such as counting tablets, labeling bottles, updating patient information and contacting insurance companies
• Learn about patient confidentiality and ethics governing pharmacy practice; policies and procedures related to a pharmacy tech position; purchasing, inventory control, and record keeping involved in drug orders
• Conduct labs including storage, packaging, and labeling requirements of drugs, prescriptions, and drug orders
• Apply arithmetic calculations required for dosage determinations
• Job shadow and include other work-based learning activities

Students may earn Vincennes University credits at $25 per credit hour for the following courses with required grade. Identified *courses must pass Accuplacer testing:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>*HIMT 110</td>
<td>Medical Term</td>
<td>3</td>
</tr>
<tr>
<td>PHARM 106</td>
<td>Pharmacology II</td>
<td>3</td>
</tr>
<tr>
<td>PHARM 111</td>
<td>Dispensing Lab II</td>
<td>3</td>
</tr>
<tr>
<td>PHARM 115</td>
<td>Pharmacy Law for Technicians</td>
<td>3</td>
</tr>
<tr>
<td>PHARM 200</td>
<td>Pharmacy Mgmt</td>
<td>3</td>
</tr>
<tr>
<td>PHARM 105</td>
<td>Pharmacology I</td>
<td>3</td>
</tr>
<tr>
<td>PHARM 110</td>
<td>Dispensing Lab I</td>
<td>2</td>
</tr>
<tr>
<td>PHARM 120</td>
<td>Pharmacy Calculations</td>
<td>3</td>
</tr>
<tr>
<td>PHARM 125</td>
<td>Practicum</td>
<td>2</td>
</tr>
</tbody>
</table>

**PRECISION MACHINING I**
**PRECISION MACHINING II**

Length/Credits: 3 period block; 3 credits

Offered: 4 semester program

Open to: Grades 11, 12

Prerequisite: Algebra I

Dual Credit: Vincennes University – 24 credits

• Develop skills to become employed immediately out of school
• Prepare for employment within the machine tool technology industry
• Study measurement, layout and inspection; machine tool processes and operations; metallurgy, welding, shop math, and reading blueprints
• Learn operation of band saw, drill press, lathe, milling machine and surface grinder
• College Credits transferable into Vincennes University’s Machine Trades Technology programs

Vincennes University credits may be earned for the following courses:

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Course Name</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>PMTD 110</td>
<td>Manufacturing Processes</td>
<td>2</td>
</tr>
<tr>
<td>PMTD 110L</td>
<td>Manufacturing Processes Lab</td>
<td>1</td>
</tr>
<tr>
<td>PMTD 117</td>
<td>Basic Machining I</td>
<td>2</td>
</tr>
<tr>
<td>PMTD 120</td>
<td>General Machines</td>
<td>6</td>
</tr>
<tr>
<td>PMTD 118</td>
<td>Basic Machining II</td>
<td>3</td>
</tr>
<tr>
<td>PMTD 150</td>
<td>Precision Tooling</td>
<td>6</td>
</tr>
<tr>
<td>PMTD 125</td>
<td>CNC Programming &amp; Operations</td>
<td>4</td>
</tr>
</tbody>
</table>

**RADIO BROADCASTING I**

Length/Credits: 1, 2 or 3 periods; up to 3 credits
Offered: 2 semester program
Open to: Grades 11, 12
Prerequisite: None
Dual Credit: Vincennes University – 3 credits

- You could be on the air, 90.9, "First on your dial for variety,"
- Learn firsthand on WBDG, a student run 400 Watt FCC-licensed FM radio station
- Learn basic operation of a radio station, radio programming, voice and diction, organization, time management, and teamwork
- Specialty areas include: sports announcing, disc jockeying, voice-over work, news casting, news reporting, broadcast writing, non-commercial fundraising, and audio production
- Complete real-world projects and learn by doing, by correcting mistakes, and by improving on a daily basis
- May require before, during, and after school assignments as a part of the course curriculum

Vincennes University credit may be earned for the following courses:

MCOM 102 Intro Audio/Visual Production 3 credits

RADIO BROADCASTING II
Length/Credits: 1, 2, or 3 periods; up to 3 credits
Offered: 2 semester program
Open to: Grades 12
Prerequisite: Instructor’s approval
Dual Credit: Vincennes University – 3 credits

- Broadcast your own radio show on the air
- Members become leaders in the WBDG program
- Management opportunities available
- Internships possible
- Projects and skills in Radio Broadcasting
- Day-to-day WBDG management responsibilities
- May require before, during, and after school assignments as a part of the course curriculum

Vincennes University credits may be earned for the following course with required grade and Accuplacer test scores.

BCST 120 Audio Production I 3 credits

SUPPLY CHAIN MANAGEMENT/LOGISTICS
Length/Credits: 3 periods – 3 credits
Offered: 2 semesters
Open to: Grades 11, 12
Prerequisite: None
Certifications: Program includes:

GLA – Global Logistics Associate (GLA)
OSHA 10-Hour General Industry Safety Training
FLE – Fork-lift Essentials (for students 18 or older)

NOTE: Students must provide their own transportation to Vincennes University Logistics Training and Education Center, 853 S. Columbia Rd., Suite 151, Plainfield, Indiana

- Explore the variety of entry-level positions in the field of supply chain management and logistics
- First semester students will participate in the Global Logistics Associate certification program (GLA). This program focuses on general knowledge of supply chain, warehousing and distribution, and associated functions necessary for the delivery of goods
- Subjects covered include: workplace essentials, supply chain management, transportation management, warehouse management, computer systems, and safety and awareness
- Students will have extensive hands-on instruction and experience real-life workplace scenarios in VU’s 30,000 square foot warehouse, utilizing various material handling equipment and technology found in the industry
- Second semester students will have paid internship opportunities either on site at the VU Logistics Training and Education Center or with a local employer
- Students must provide own transportation

TELEVISION BROADCASTING I
Length/Credits: 2 or 3 periods; up to 3 credits
Offered: 2 semester program
Open to: Grades 11, 12
Prerequisite: Instructor’s approval
Dual Credit: Vincennes University – 3 credits

- Be a star on WBDTV or work behind the scenes; lights, cameras, action!
- Learn television camera operations, audio, lighting, writing, and editing
- “Hands-on” approach to learning about studio production: anchoring, directing, producing, studio cameras, audio, and studio lighting
- Produce programming that will be aired on closed-circuit television at Ben Davis High School

Vincennes University credits may be earned for the following courses with required grade and Accuplacer scores:

- **MCOM 102 Intro to Audio/Visual Production** 3 credits

TELEVISION BROADCASTING II
Length/Credits: 2 or 3 periods; up to 3 credits
Offered: 2 semester program
Open to: Grades 11, 12
Prerequisite: Instructor’s approval
Dual Credit: Vincennes University – 3

- Live from Ben Davis, it’s WBDTV!
- Continue working with the components of television broadcasting and studio production in this “project oriented” class
- Provide content for and the production of programs produced by BDTV including the announcement newscast and any cable programs
• Use everything you learned in the previous semesters
• Opportunity for work based learning experiences at local TV stations

Vincennes University credits may be earned for the following course with required grade and Accuplacer test scores.  

**BCST 140  Visual Production I  3 credits**

**TRACTOR/TRAILER OPERATION**  
Length/Credits: 3 period block, 3 credits  
Offered: 1 semester program (Spring)  
Open to: Grades 12  
Prerequisite: None  
Dual Credit: Vincennes University – 16 credits; TTD 9130 Certificate of Program Completion (C.P.C)  
NOTE: Students must provide their own transportation to Vincennes Logistics Training & Education Center, 853 S. Columbia Rd., Ste.151, Plainfield, Indiana

Offered Semester 2 only - must be 18 years old by April 1

• Provided by Vincennes University at the Logistics Training & Education Center  
• Participate in classroom instruction - Monday through Friday from 1:00 p.m. to 4:00 p.m. (First 6 weeks of the semester)  
• Remaining weeks focus on hands-on, behind-the-wheel, road driving experience and backing skills  
• Must pass a DOT physical exam and drug screen.

Approximate expenses for student include:

• $17 CDL Learners Permit (CLP): payable to the IN BMV  
• $175 Final driving tests scheduled by Vincennes University at an approved IN 3rd Party CDL exam site  
• $36 Commercial Driver’s License; payable to the IN BMV

Upon passing the IN State BMV exam, students will be qualified to operate Class A commercial vehicles on Indiana roads.

Vincennes University credits may be earned in the following courses upon successful completion of the program with a grade of A or B:  

**TTDT 100  Basic Commercial Operations  3 credits**  
**TTDT 125  Preventive Maintenance  3 credits**  
**TTDT 150  Basic Control Skills  5 credits**  
**TTDT 175  Road Driving  5 credits**

**WELDING TECHNOLOGY I**  
Length/Credits: 2 periods – 2 credits  
Offered: 2 semester program  
Open to: Grades 11, 12  
Prerequisite: None  
Dual Credit: Vincennes University – 6 credits

• Become proficient in welding technique and primary bonding processes
- Study shielded arc metal welding technology, how it is applied in industry, and gas metal arc welding technology
- Earn American Welding Society (AWS) certification upon completing the course and passing certification test

Vincennes college credit may be earned for the following courses:

<table>
<thead>
<tr>
<th>Course</th>
<th>Description</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>WELD 102</td>
<td>Shielded Metal Arc Welding</td>
<td>3 credits</td>
</tr>
<tr>
<td>WELD 103</td>
<td>Gas Metal Arc Weld</td>
<td>3 credits</td>
</tr>
</tbody>
</table>