

# Career and Technical

While the primary focus of career and technical programs is to prepare students for immediate employment following graduation, the division also offers instruction in programs to assist in meeting the needs of students planning to transfer to four-year institutions to pursue a major that requires career or technical courses. Included in the career and technical division are Air Conditioning and Refrigeration, Automotive Technology, Business Technologies, Child Development, Cosmetology, Computer Information Science, Criminal Justice, Electrical Technology, Engineering Graphics, Esthetics Technology, Industrial Systems Technology, Masonry Technology, Nail Technology, and Welding Technology.

Each of these programs includes theory-based classroom instruction and laboratory components where students are provided with hand-on experiences. In addition, some programs include special topic, co-op, and internship components. Graduates of career and technical programs are prepared for entry level positions in the career field for which they trained and many are eligible to make application for program appropriate certifications.

## Prior Learning Credit (PLA)

Prior learning credit in career and technical (CTE) programs is available to students through the Prior Learning Assessment (PLA) process. The PLA allows applicants to receive credit for life experiences which may include employment, training, professional certifications, noncredit courses, and other experiences. Applicants must document that they have obtained a mastery of skills equivalent to the course objectives. The procedures regarding prior learning credit through Portfolio/Assessment Evaluation is outlined in the PLA process. Prior learning credit should be requested prior to enrollment or within the first semester of enrollment. Before seeking credit for prior learning, please make an appointment to meet with advisors and/or the CTE Associate Dean. Any exceptions to the process must be approved by the Dean of Instructional Affairs.