Lively Technical Center

Change Your Life

Course Catalog
2016-2017

Mission Statement

The American workforce needs have changed drastically over the course of history in our country. This creates a constant need for highly trained individuals in numerous areas that must be met. Lively Technical Center strives constantly to provide the training to meet these needs. It is our hope that we provide the training, skills and knowledge that will make you successful in the workplace. Lively Technical Center welcomes you.

Lively Technical Center, in partnership with the extended community, empowers students for success in a career focused education. We hope this mission provides you with the training necessary to be a success in your chosen field.

Accredited by:
The Accrediting Commission of the Council on Occupational Education
7840 Roswell Road, Building 300, Suite 325, Atlanta, Georgia 30350
770.396.3898.

AdvancED Florida (SACSCASI) University of West Florida, 11000 University Parkway, Pensacola, FL 32514 800.865.9068

Lively is approved for training by the following State Approved Agencies: The Florida Department of Veterans Affairs, The Florida Board of Cosmetology, The Florida State Board of Nursing, The Federal Aviation Administration, The Florida Real Estate Commission, The Florida Department of Insurance, The Florida of Business and Professional Regulation, The American Heart Association, The Florida Department of Transportation, The Department of Highway Safety and Motor Vehicles, The Florida Rider Training Program, The Motorcycle Safety Foundation, The HVAC Excellence for Heating & Air, ASE Certified, NATEF and The Lively Technical Center Medical Assisting Program is accredited by the Commission on Accreditation of Allied Health Education Programs (CAAHEP), on recommendation of the Curriculum Review Board of the American Association of Medical Assistants' Endowment (AAMAE). Commission on Accreditation of Allied Health Education Programs, 25400 US Highway 19 North, Suite 158, Clearwater, Florida 33763, 727.210.2350

**Any academic requirement, course or program offering, business policy, fee, and/or information contained in this publication are subject to change or revocation without notice.

Lively Technical Center

500 North Appleyard Drive
Tallahassee, Florida 32304

LEON COUNTY SCHOOLS SUPERINTENDENT
Jackie Pons

LEON COUNTY SCHOOL BOARD MEMBERS
DeeDee Rasmussen (Chair)
Georgia "Joy" Bowen (Vice-Chair)
Maggie Lewis-Butler
Dee Crumpler
Alva Striplin

DEPUTY SUPERINTENDENT
Dr. Marvin Henderson

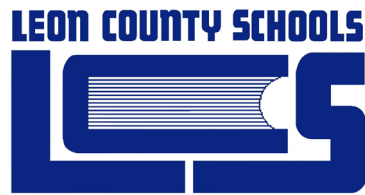DIVISIONAL DIRECTOR
Dr. Randy Pridgeon

LIVELY PRINCIPAL
Vernea Randolph

LIVELY ASSISTANT PRINCIPALS
Randy Free
Michael McDaniel

NONDISCRIMINATION NOTIFICATION AND CONTACT INFORMATION

LEON COUNTY SCHOOLS
LCS

"No person shall on the basis of race, color, ethnicity, national origin, religion, age, sex (including transgender, gender nonconforming and gender identity), marital status, disability, pregnancy, sexual orientation or genetic information be denied employment, receipt of services, access to or participation in school activities or at Lively Technical Center if qualified to receive such services, or otherwise be discriminated against or placed in a hostile environment in any vocational program or activity including those receiving federal financial assistance, except as provided by law." No person shall deny equal access or a fair opportunity to meet to, or discriminate against, any group officially affiliated with the Boy Scouts of America, or any other youth group listed in Title 36 of the United States Code as a patriotic society. Admission policies and practices are outlined in the Lively Technical Center Course Catalog/Student Handbook, as well as at www.livelytech.com.

An employee, student, parent or applicant alleging discrimination with respect to employment, or any educational program or activity may contact:

Dr. Kathleen L. Rodgers
Equity Coordinator and Title IX Compliance Officer
Leon County School District
2757 West Pensacola Street
Tallahassee, Florida 32304
(850) 487-7306
rodgersk@leonschools.net

A student or parent alleging discrimination as it relates to Section 504 of the Rehabilitation Act may contact:
Dr. Alan Cox, 504 Specialist
Leon County School District
2757 West Pensacola Street
Tallahassee, Florida 32304
(850) 487-7190
coxa@leonschools.net

Mrs. Vernea Randolph

Lively Technical Center provides a safe, innovative and challenging learning environment for all students, with a range of personnel available to provide support services.

Lively enjoys a well deserved reputation of academic excellence. The highly skilled and professional staff specializes in teaching, evidenced by a long history of outstanding results. Our dedicated and talented teaching and support staff are justifiably proud of all that Lively has to offer. We also encourage personal development through student participation in a wide range of hands on activities.

All students are expected to achieve their personal best and it is our aim to work with the community and students to enable a successful transition to employment, training or further education at the completion of their time at Lively.

I encourage you to browse this site to get a sense of our community and the many options we offer our students. I hope you will take the opportunity to contact us and arrange a visit so that you can see for yourself why Lively Technical Center is leading the way in Vocational Education.

Mrs. Vernea Randolph, Principal

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STUDENT CALENDAR

The school calendar operates on a semester system. Each semester is eighteen (18) weeks. The fall semester begins in August and the spring semester in January. Each semester requires registration. Registration takes place prior to the term of enrollment. All fees are due at the time of registration unless a deferment has been issued by Financial Aid or a letter of intent to pay for tuition has been issued by a government agency or private business. Counselors and Financial Aid are located in Building 9. Registration is located in Building 8.

FOUR DAY WEEK SCHEDULE
MONDAY- THURSDAY, 8:00 A.M.- 4:00 P.M.

First Semester
Fall Semester
August 15 - December 15, 2016

Registration
May 24 - August 15, 2016

Late Registration
August 16 - 19, 2016

Second Semester
Spring Semester
January 4 - May 25, 2017

Registration
November 2, 2016 - January 4, 2017

Late Registration
January 5 - 10, 2017

FIVE DAY WEEK SCHEDULE (AVIATION)
MONDAY- FRIDAY, 8:00 A.M.- 3:00 P.M.

First Semester
Fall Semester
August 15 - December 16, 2016

Registration
May 24 - August 15, 2016

Late Registration
August 16 - 19, 2016

Second Semester
Spring Semester
January 4 - May 25, 2017

Registration
November 2, 2016 - January 4, 2017

Late Registration
January 5 - 10, 2017

Winter Break: December 19, 2016 - January 2, 2017 (LTC will be closed)
Spring Break: March 13-17, 2017 (Hours of operation may vary)
Graduation Ceremonies: December 8, 2016 & May 18, 2017

2016-2017 LIVELY TECHNICAL CENTER 4-DAY SCHOOL CALENDAR

LEON COUNTY SCHOOLS- 2016-2017
4 DAY SCHOOL CALENDAR

2016

August	5	Last Four Day Workweek
	8	Teachers Report
	8-12	Teacher Planning/Inservice Days (Districtwide)
	15	Students Report
September	5	Labor Day Holiday (Districtwide)
October	12	Fall Holiday (Districtwide)
	20	Teacher Planning/Inservice Day (Students Out) – (Districtwide)
November	10	Teacher Planning
	11	Veterans Day Holiday (Districtwide)
	23	Thanksgiving Holiday (Students & Teachers Out)
	24-25	Thanksgiving Holidays (Districtwide)
December	16	End of First Semester (**66 days**)
	19-31	Winter Holidays (Districtwide)

2017

January	1-2	Winter Holidays (Districtwide)
	3	Teacher Planning/Inservice Days (Students Out)
	3	District Staff and Teachers Return
	4	Students Return
	16	Martin Luther King Holiday (Districtwide)
February		
March	13-17	Spring Break (Students & Teachers Out)
	20	Teacher Planning/Inservice Day (Students Out)
	21	Students Return
April		
May	29	Memorial Day Holiday (Districtwide)
	30	Last Day of School/ End of Second Semester (**77 days**)
	31	Teacher Planning/Inservice Day
June	1	Teacher Planning/Inservice Day
		Last Day for Teachers
	5	Four Day Workweek Begins
		Extended Year School (EYS) Begins
July	3-6	Students Out (EYS)
	4	Fourth of July Holiday (Districtwide)
	10	Students Return (EYS)
	27	Last Day of School (EYS) (**28 days**)
August	4	Last Day of Four Day Workweek
Tentative:	8	Teachers Report/Teacher Planning/Inservice Day
	15	Students Report

2016-2017 LEON COUNTY SCHOOLS 5-DAY SCHOOL CALENDAR

LEON COUNTY SCHOOLS - 2016-2017
REGULAR SCHOOL CALENDAR
SCHOOL BOARD ADOPTED 1/12/2016

2016

August	5	Last Four Day Workweek
	8	Teachers Report
	8-12	Teacher Planning/Inservice Days
	15	Students Report
September	5	Labor Day Holiday (Districtwide)
October	12	Fall Holiday (Districtwide)
	20	End of First Nine Weeks (47 day nine weeks)
	21	Teacher Planning/Inservice Day (Students Out)
November	11	Veterans Day Holiday (Districtwide)
	23	Thanksgiving Holiday (Students & Teachers Out)
	24-25	Thanksgiving Holidays (Districtwide)
December	14-16	Middle and High School Exam Days/Elementary, Middle and High Early Release
	16	End of Second Nine Weeks (36 day nine weeks/83 day first semester)
	19-31	Winter Holidays (Districtwide)

2017

January	1-2	Winter Holidays (Districtwide)
	3	Teacher Planning/Inservice Days (Students Out)
	3	District Staff and Teachers Return
	4	Students Return
	16	Martin Luther King Holiday (Districtwide)
February		
March	10	End of Third Nine Weeks (47 day nine weeks)
	13-17	Spring Break (Students & Teachers Out)
	20	Teacher Planning/Inservice Day (Students Out)
	21	Students Return
April		
May	25,26,30	Middle and High School Exams Days/Elementary, Middle and High Early Release
	29	Memorial Day Holiday (Districtwide)
	30	Last Day of School/ End of Fourth Nine Weeks (50 day nine weeks/97 day semester)
	31	Teacher Planning/Inservice Day
June	1	Teacher Planning/Inservice Day
	1-2	Teacher Inservice ESE/Reading Summer Academy
	5	Four Day Workweek Begins
	5-15	ESE Summer Services
	5-22	Reading Summer Services
July	4	Fourth of July Holiday (Districtwide)
	10-20	Reading Summer Services
	10-27	ESE Summer Services
August **Tentative:**	4	Last Day of Four Day Workweek
	7	Teachers Report/Teacher Planning/Inservice Day
	14	Students Report

GENERAL SCHOOL INFORMATION

Contact Information

Local area code is 850

Main Campus 487-7555
  Fax 922-3880

Administration............................. 487-7456
  Fax 922-3880

Aviation Program 488-2461
  Fax 488-2735

Business Office 487-7413
  Fax 487-7492

Financial Aid................................. 487-7592
  Fax 487-7589

Learning Resource
  Services & Testing Center 487-7467
  Fax 487-7416

Public Relations 487-7634
  Fax 922-3880

Registration 487-7414
  Fax 487-7424

Student Services........................... 487-7473
  Fax 487-7430

Mailing Address

Lively Technical Center
500 North Appleyard Drive
Tallahassee, FL 32304-2895

Office Hours

7:30 a.m. to 4:30 p.m. Monday-Thursday
7:30 a.m. to 2:00 p.m. Friday
Summer and holiday hours may vary.

Main Campus

On the west side of Tallahassee, the main campus is located at 500 North Appleyard Drive between Pensacola Street (Hwy. 20) and West Tennessee Street (Hwy. 90)

Aviation Campus

The Aviation campus is located at the Tallahassee Regional Airport. Entrance is located north of the terminal at 3290 Capital Circle S.W., Tallahassee, FL 32310

CAMPUS MAP

500 NORTH APPLEYARD DRIVE
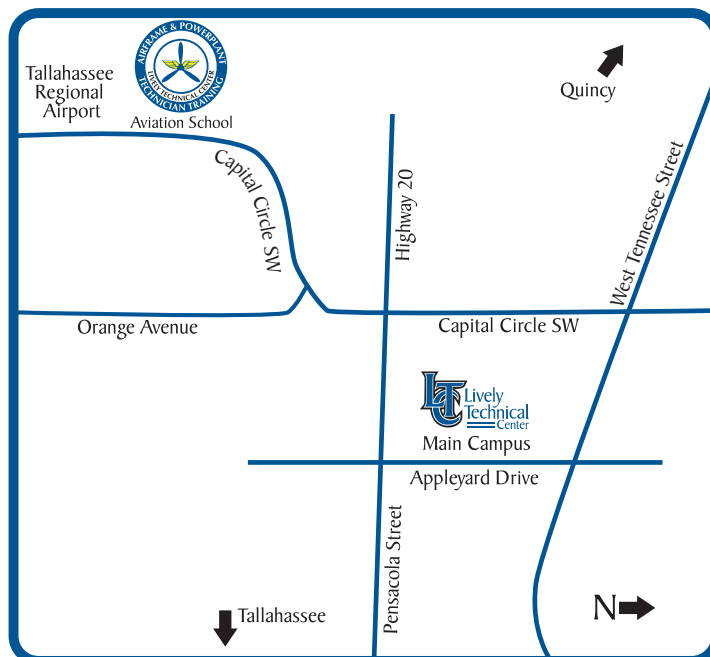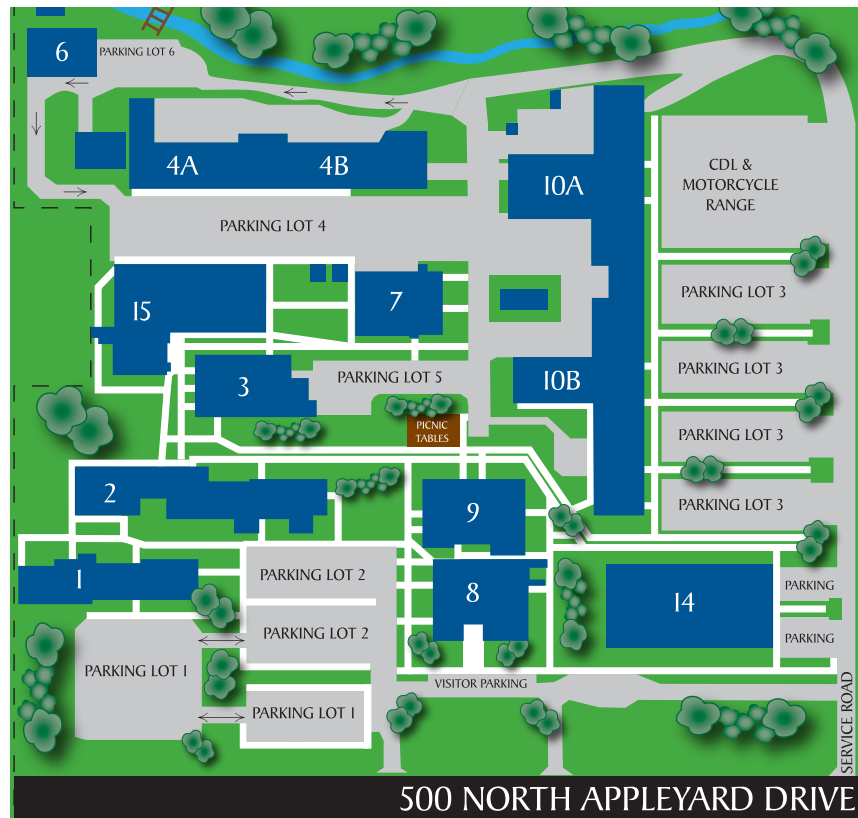
Program/Department	Bldg/Rm
Accounting Operations	10A-111
Administration	8-103
Administrative Office Specialist	10A-111
Air Conditioning Refrigeration & Heating Technologies	10A-151
Applied Academics for Adult Education	10B-113
Automotive Service Technology	10A-130
Aviation	Tallahassee Regional Airport
Barbering	7-108
LTC Bookstore	9-113
Business Office	8-104
CDL	CDL Range/Parking Lot 3
CNG	10A-147
Commercial Foods & Culinary Arts	3-112
Commercial Photography Technology	4B-134
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Digital Media/Multimedia Design	10A-108
Electricity	10B-162
ESE Transition	10-212, 212A
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Health Education	15

Program/Department	Bldg/Rm
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ENROLLMENT INFORMATION

Steps to Enrollment
Step One – Pre-Enrollment   ******NEW ONLINE PRE-REGISTRATION******

Students who wish to enroll in Lively Technical Center may begin the process online. To begin an enrollment application online, please go to www.livelytech.com/enroll. Enrollment information and program availability may also be obtained by visiting Lively Technical Center Student Services. Student advisors are available to complete the online application process. **PLEASE NOTE: You must visit Student Services to complete registration. **

Step Two – Apply for Financial Aid
Apply for the Federal Pell Grant at www.fafsa.ed.gov. This application is free. Lively Technical Center's school code is 013997. Please wait seven business days before contacting LTC Financial Aid Department at 850-487-7592 to verify receipt. All school-awarded waivers, scholarships, and supplemental grants also require a successfully completed FAFSA application for consideration. LTC welcomes our Veteran students and thanks you for your service. Please contact the Veteran's Affairs office at 850-487-7422 for more information regarding VA Benefits.

Step Three – Assessment Testing
Students who possess a college degree at the associate of applied science or higher are exempt from assessment testing, as well as any student who is serving as an active duty member of any branch of the United States Armed Services. In addition, anyone who entered the 9th grade of a Florida public school in 2003-2004 school year, or any year after, and earned a Florida standard high school diploma is also exempt from assessment testing. Other forms of acceptable assessments may also be used. (Please see student services, the Course Catalog, or the Student Handbook for a complete list of acceptable assessments.) Official transcripts must be provided to receive exemption. All other students must complete the TABE (Test of Adult Basic Education) prior to enrollment.

TABE testing is available in the Testing Center Monday - Thursday from 8:00 am to 4:00 pm (full battery testing must begin by 1:00 pm) and on Fridays 8:00 am - 2:00 pm (full battery testing must begin by 10:30 am). **PLEASE NOTE: Testing is not available on Fridays during summer break. ** Students must present a valid picture I.D. Testing fee is $25.00 and due at time of testing. Students will be provided a copy of test scores upon completion. Transcripts may be faxed at an additional cost of $20.00 per institution. For more information, please contact the Testing Center at 850-487-7467.

Step Four – Student Services
Visit Student Services in Building 9. Do not forget to bring proof of Florida residency (if applicable), valid TABE scores or transcript for exemption, high school diploma (if necessary), proof of background check for all Health Education programs and any financial aid information to complete your application.

Step Five – Financial Aid
Documentation may be required by the Federal Government to complete your application. All Financial Aid applications must be verified by the Financial Aid officer who will inform you of any additional verification requirements. Students eligible for school deferment will be issued one at this time. Students using Florida Prepaid, Bright Futures, or other scholarship must bring documentation.

Step Six – Registration
CONGRATULATIONS! You are now ready to register!
Please bring all enrollment information including proper identification, residency information, etc. to Student Services to complete the enrollment process. You will take all approved documentation to Registration in Building 8 to officially register. Payment for any fees not covered by deferment, scholarship, etc. are due at this time. LTC gladly accepts the following forms of payment: cash, Visa,

MasterCard, money order and/or cashier's check. LTC also accepts Florida Prepaid, Bright Futures, AmeriCorps, and other scholarships.

CLOCK HOUR SCHOOL

Lively Technical Center is a clock hour school. A clock hour is defined as a period of time consisting of a 50- to 60-minute class, lecture, recitation, faculty-supervised lab, shop training, or internship period.

ACADEMIC YEAR

Our Academic Year is classified as 900 clock hours and 30 weeks.

COST OF ATTENDANCE

Program enrollment costs are broken down by enrollment period. However, our Cost of Attendance (COA) is the estimated full and reasonable cost of completing a full year as a full-time student. Numbers below are based on 2014-15 rates.

Cost of Attendance
(9 month estimate of expenses)

Dependents		Independents		Out-of-State Independent	
Tuition	3,110.00	Tuition	3,110.00	Tuition	12,647.00
Registration / Lab Fees	1,350.00	Registration / Lab Fees	1,350.00	Registration / Lab Fees	1,350.00
Books / Supplies	500.00	Books / Supplies	500.00	Books / Supplies	500.00
Room / Board	-	Room / Board	6,300.00	Room / Board	6,300.00
Other (Pers / Transportation)	3,960.00	Other (Pers / Transportation)	3,960.00	Other (Pers / Transportation)	3,960.00
TOTAL	$8,920.00	TOTAL	$15,220.00	TOTAL	$24,757.00

TUITION & FEES

The Leon County School Board, within the guidelines set forth by the Florida legislature, approves tuition fee schedules. For Florida residents tuition fees for a Workforce Education Certificate Program are assessed at a rate* of $2.92 per hour for Florida residents and assessed a rate of $11.71 per hour for Non-Florida residents. Continuing Workforce Education course at a rate* of $5.84 per hour for Florida residents and assessed a rate of $23.42 per hour for Non-Florida residents. A tuition fee is assessed for all post-secondary (adult) students. Non- residents and most foreign students must pay out-of-state tuition fees. Additional costs include the purchase of all required texts, uniforms, shoes, license or certification fees, where appropriate, and certain personal materials, tools and equipment as determined by the area of training. *Rates are based on the 2014-15 school year and are subject to change.

FEE EXEMPTION REQUEST

All fee exemptions must be submitted to Student Services for authorization prior to registration. Authorized exemptions must be presented at time of enrollment.

LATE REGISTRATION

Late registration is held the first week of each semester. A late fee of $75.00 is assessed to students registering during the first week of the semester.

STUDENT ACCIDENT INSURANCE

All students are offered the opportunity to purchase student accident insurance through a carrier approved by the Leon County School Board. Students are encouraged to purchase the policy, especially those enrolling in shop courses that have exposure to potentially dangerous materials and equipment. Student insurance forms are available in Student Services.

STUDENT ID/PARKING PERMIT

Access/ID cards and parking permits are issued in Registration each school year. There is a replacement fee of $20.00 for an access/ID card and $20.00 for a parking permit.

Lively's facility is a limited-access campus. Student ID's are to be worn at all times while students are on Lively Technical Center's campus. Parking in all lots other than designated visitor parking is by permit only. Student vehicles are required to be registered and must display a valid Lively parking permit. Temporary parking permits must be displayed in plain view on the vehicle's dashboard. GED students will be issued a temporary parking permit by their instructor. Unauthorized and improperly parked vehicles may be ticketed and/or towed at owner's expense.

TRANSFER POLICY

Intra school transfers are permitted within the first five days of the semester only. Such transfers must be approved by the instructor to whom the student is transferring, a Student Services staff member (who verifies student's standing in current program) and, if applicable, the agency funding the student's program costs. Eligible students are permitted one program transfer per semester for a total of two per year.

Transfers from other institutions are evaluated by the program instructor and Student Services staff, using the F.A.S.T.E.R. system, a review of the official records indicating clock/credit hours, attainment of occupational completion points and/or competencies according to the curriculum frameworks approved by the Florida Department of Education. Unless federal or state requirements prohibit the attainment of competencies based on mastery, incoming transfer students may obtain additional credit toward program completion based upon demonstrated master and/or other assessment as documented by the program instructor. In case of dispute, the final determination shall be made by the program administrator, based on the recommendation of the program instructor.

TRANSCRIPTS

Transcript request must be submitted to Registration, along with a $10.00 service charge. Requests typically take 3-5 business days to complete.

WORKFORCE EDUCATION CERTIFICATE PROGRAM REFUND POLICY

Tuition and lab fees will be routinely refunded if a class or course does not begin as scheduled or is cancelled. Workforce Education Certificate Program refunds shall be permitted only under the following circumstances:

Program Completer
When a student completes all requirements for the Workforce Education Certificate Program, a tuition refund will be pro-rated based on completion date. Lively Technical Center will initiate refund.

Class Rescheduled
In the event Lively Technical Center must reschedule a class, course or program, including change in date or time, tuition, lab and registration fees will be refunded. Lively Technical Center will initiate refund.

CONTINUING EDUCATION COURSE REFUND POLICY

Courses under 75 hours will not receive a refund of any kind unless the course is cancelled or a change is initiated by Lively Technical Center. Tuition, fees and lab fees are routinely refunded if a continuing education course does not begin as scheduled or is cancelled. Students will not be eligible for a refund or transferred to another class unless the student meets one of the following criteria:

MEDICAL WITHDRAWAL

In the event a student is required to withdraw due to an ongoing medical condition, it is the responsibility of the student to provide documentation from a physician. If approved, tuition refund will be pro-rated to the last date of attendance. Students must notify registration with appropriate documentation within five working days of the last class day of attendance. Upon approval, Lively Technical Center will initiate refund.

DEATH

In the event of a death of the student, parent, child, or spouse, notification must be provided with proper documentation to the Registration Office within five business days of the student's last date of attendance. Tuition refund will be pro-rated. Upon approval, Lively Technical Center will initiate refund.

WITHDRAWALS

Add/Drop

Students who withdraw prior to or during the first week of classes for any Workforce Education Certificate Program will be refunded tuition and lab fees only. Students must withdraw through Student Services. It is the responsibility of the student to provide documentation to the Registration Office within the five business days of the last date of attendance. Upon approval, Lively Technical Center will initiate refund.

Medical Withdrawal

In the event a student is required to withdraw due to an ongoing medical condition, it is the responsibility of the student to provide documentation from a physician. If approved, tuition refund will be pro-rated to the last date of attendance. Students must notify registration with appropriate documentation within five working
days of the last class day of attendance. Upon approval, Lively Technical Center will initiate refund.

Death

In the event of a death of the student, parent, child or spouse, notification must be provided with proper documentation to the Registration Office within five business days of the student's last date of attendance. Tuition refund will be pro-rated. Upon approval, Lively Technical Center will initiate refund.

ENROLLMENT REQUIREMENTS

Florida Residency

A Florida "resident for tuition purposes" is an independent person who has, or a dependent person whose parent or legal guardian has, established and maintained legal residence in Florida for at least twelve (12) months. Residency in Florida must be for the purpose of establishing a permanent legal residence and not merely to just attend school at an institution of higher education. To qualify as Florida resident for tuition purposes, you must be a U.S. citizen, permanent resident alien, or legal alien granted indefinite stay by the Bureau of Citizenship and Immigration Services. Other persons not meeting the twelve (12) month legal residence requirement may be classified as Florida residents for tuition purposes only, if they fall within one of the limited special categories authorized by the Florida Legislature and Florida Board of Education for exemption. All other persons are ineligible for classification as a "Florida Resident for Tuition Purposes."

Documents supporting the establishment of legal residence in Florida must be dated, issued, or filed 12 months prior to the first day of classes of the term for which an in-state classification is sought.

Who may be eligible to establish Florida residency for tuition purposes?
- U.S. citizens, permanent resident aliens, and certain Visa categories
    - Independent persons (not claimed by anyone other than themselves for Federal Income Tax purposes), who have resided, and been employed in a permanent, full-time position, in Florida for the last 12 months or more.
        - Independent: 24 years of age or older; married (must provide marriage certificate if student is under 24); has children who receive more than half of their support from the student; has other dependents who live with and receive more than half their support; is a veteran of the U.S. Armed Forces or is currently serving on active duty (provide DD214); both of the student's parents are deceased (provide death certificates); student was (until age 18) a ward of the court.
        - Dependent: All students who do not meet the definition of an independent student shall be classified as dependent.
    - Either parent or legal guardian of a dependent child. Federal Income Tax documents will be required to prove dependency. The term "dependent child" means any person, whether or not living with his/her parent or legal guardian, who is eligible to be claimed by his/her parent or legal guardian as a dependent under the Federal Income Tax and who receives more than 50% of the true cost of living expenses from his/her parent or legal guardian.

Who is not eligible to establish Florida residency for tuition purposes?
- Students who are dependent on out-of-state parents (claimed on the parent(s) Federal Income Tax form).
- Students who moved to the State of Florida for the sole purpose of attending an institution of higher education.
- Students who claim independence but cannot document independence.
- Certain Visa categories.

Who is exempt from establishing Florida residency for tuition purposes?
- Students who are exempt from paying fees (DCF, homeless waivers) are exempt from providing proof of residency F.S. 1009.25(2)(c)(d) and (f). Provide proof of exemption.
- Students paying with Florida Prepaid College Program. Each qualified beneficiary shall be classified as resident for tuition purposes, regardless of his or her actual legal residence. F.S. 1009.98(a) 1. Provide copy of FL Prepaid card.
- New 7/1/2014: Out-of-state fee waiver for honorably discharged veterans of the U.S. Armed Forces, U.S.
Reserve Forces, or the National Guard, who reside in the state while enrolled at a state university, FCS
institution, career center operated by a school district under s. 1001.44, or charter technical center. F.S 1009.26. Provide copy of DD214.

SECONDARY STUDENTS (DUAL-ENROLLED)

Secondary students may elect to be dually enrolled at their high school and Lively. Dual-enrolled students will attend class part-time at their home school and enroll part-time in a workforce education program on the Lively campus or designated secondary school.

Students must meet the following criteria:

- Have a minimum 2.0 GPA
- Have satisfactory attendance
- Have completed the 9th grade or be 16 years old
- Take the TABE test

To apply, students must contact their high school guidance counselor and Student Services at 850-487-7473.

TESTING REQUIREMENTS

Lively Technical Center follows recommendations established by the Florida Department of Education and Division of Workforce Education for technical assistance on assessment. Students who are not exempt from TABE testing must test prior to enrollment. The basic skills requirements for career education programs are exit requirements, not entry or placement requirements. A student may enter the career education program before reaching the minimum basic skills levels, but may not receive a Career Certificate of Completion until basic skills requirements are met. Students exempted from the minimum basic skills test would need to meet the guidelines in accordance with Section 1004.91. F.S. Remediation must be provided to assist students to attain the required basic skills levels. The remediation may be provided concurrently with enrollment in the career education program, or, in certain cases (i.e. programs with waiting lists), prior to entry into the career education program. Students who do not meet the basic skills requirement upon entry shall be concurrently enrolled in the Applied Academics Adult Education program for remediation or must provide proof of ongoing remediation with another facility or institution. Students who are more than two grade levels below the exit level requirement shall be enrolled part-time into to a career education program and AAAE for enrichment. Students who withdraw from AAAE prior to meeting exit level requirements will be withdrawn from career education program as well. All students who are enrolled in a Workforce Education Certificate Program 450 hours or more will complete a basic skills examination approved by the Florida Department of Education.

TABE EXEMPTIONS

You may be EXEMPT from TABE testing if you:

- possess a college degree (associates of applied science or higher)
- have taken one of the following within the last two years: CPT, Accuplacer, ACT, SAT, PERT,
- earned a valid Florida standard public high school diploma (Student must have entered 9th grade in 2003-04 school year or any year thereafter. Please verify official transcript with Student Services.)
- Have taken and pass the GED in 2014 or later. (Please verify official transcript with Student Services.)
- are an active duty member of any branch in US Armed Services
- passed a state or national industry certification or licensure examination identified in State Board of Education rules and aligned to the career education program which you are enrolled

You MUST provide an official high school transcript with graduation code at time of registration for exemption.

REGISTRATION

Upon completion of all enrollment requirements, students are to take all documentation to the Registration Office in Building 8. It is at this time that fees and tuition are paid. Lively accepts payment in cash, VISA, MasterCard, cashier's check or money order. Student schedule changes are permitted within the first five days of the semester only. This includes program changes and/or any changes to the student's schedule.

STUDENT SERVICES

Lively Technical Center's Student Services is comprised of multiple resources for students, including Financial Aid, Testing, Guidance, Learning Resource Services, and Placement Services.

Hours of Operation
7:30 a.m. – 4:30 p.m. Monday - Thursday; 7:30 a.m. – 2:00 p.m. Friday

For the week proceeding each semester and the first week of classes, Registration and Student Services hours may be extended. Summer and holiday hours may vary and will be posted.

GRADUATION

Students who have completed all program requirements are eligible to participate in the graduation ceremony. The ceremony is held twice a year (Thursday, December 15, 2016, and Thursday, May 18, 2017) and family and friends are invited. The graduation/completion requirements are outlined in each program. Information will be provided to eligible students nearing completion. There is a fee of $100.00 for all health education programs and $90.00 for all other programs to participate in graduation ceremonies. This fee is non-refundable.

FINANCIAL AID

Federal Pell Grant Program
The Federal Pell Grant provides financial aid to eligible students for tuition, lab and registration fees. Eligibility is determined by a Financial Aid staff member. Students must have a high school diploma or GED. The Federal Pell Grant supports Lively Technical Center programs of 600 or more hours. Students must be enrolled a minimum of 225 hours per semester. A Free Application for Federal Student Aid (FAFSA) application must be completed online at www.fafsa.ed.gov. Please include Lively Technical Center's school code 013997.

For more information about policies and requirements, please see the Financial Aid Policies and Procedures packet available in Financial Aid.

Federal Student Assistance Grant (FSAG)
The FSAG grant is a state funded grant and is utilized for fees, books and supplies. The FSAG grant is a "first come, first serve" grant based on need and availability of funds. All students must apply for the Federal Pell Grant, be a Florida resident and enrolled at full time status to be eligible to receive the FSAG grant. Eligible students will be offered FSAG application based on the outcome of FAO verification and award process. Eligible students may receive a credit (amount determined by the Financial Aid Office and availability of funds) to be applied to their Lively Technical Center student account.

Federal Supplemental Education Opportunity Grant (FSEOG)

This is a federally funded grant which is awarded to students who demonstrate significant financial need. Awards are calculated by the Financial Aid Office automatically and are determined by need and availability of funds. Students must apply for and be eligible to receive a Pell Grant for the same academic year.

Bright Futures

Lively Technical Center proudly accepts the following Bright Futures scholarships: Florida Academic Scholars, Florida Academic Top Scholars, Florida Medallion Scholars, and Gold Seal Vocational Scholars. Please see the Financial Aid Office for additional information. Prospective students must be accepted and enrolled for at least
180 clock hours per term. Students should apply for the scholarships during the last year of high school.

Florida Prepaid & Other Scholarships

Florida Prepaid can be used at Lively Technical Center. There are many other scholarships that are accepted at Lively Technical Center with individual guidelines. It is the student's responsibility to secure these scholarships and provide the necessary documentation to the Lively Technical Center Business Office. There are also a limited number of additional scholarships available in various programs, including the Wyatt Lambeth (Welding), and the NAWIC (National Association of Women in Construction) scholarships. See the program instructors for details.

Financial Aid Fee Trust (FAFT)

Tuition assistance is available to qualified students through the Financial Aid Fee Trust Program based on availability of funds. Student eligibility is determined by the guidelines provided in the Financial Aid Policies and Procedures information. All prospective recipients must complete a FAFSA application.

TESTING CENTER

Test of Adult Basic Education (TABE)

The Test of Adult Basic Education (TABE) measures basic skills in reading, mathematics and english / language. TABE testing is available in the Testing Center Monday - Thursday from 8:00 am to 4:00 pm (full battery testing must begin by 1:00 pm) and on Fridays 8:00 am-2:00 pm (full battery testing must begin by 10:30 am). Students must present a valid picture I.D. Testing times may be extended during registration when necessary. These changes will be posted in Student Services and Testing. Please call 850-487-7467 for a complete schedule. Summer and holiday hours will vary.

No appointment is required. Test takers should allow two to three hours to complete the entire test and plan on an additional 15 minutes in order to register and pay a fee before the test begins. The fee for the TABE is $25.00 and is not refundable. A valid photo ID is required. Register in the Registration Office in Building 8. A copy of test scores will be provided upon completion of the examination. If a sealed transcript is required or you wish to have test scores faxed to another institution, a fee of $20.00 is required.

TABE Exemptions

You may be EXEMPT from TABE testing if you:

- possess a college degree (associates of applied science or higher)
- have taken one of the following within the last two years: CPT, Accuplacer, ACT, SAT, PERT,

- earned a valid Florida standard public high school diploma (Student must have entered 9th grade in 2003-04 school year or any year thereafter. Please verify official transcript with Student Services.)
- Have taken and pass the GED in 2014 or later. (Please verify official transcript with Student Services.)
- are an active duty member of any branch in US Armed Services
- passed a state or national industry certification or licensure examination identified in State Board of Education rules and aligned to the career education program which you are enrolled

You MUST provide an official high school transcript with graduation code at time of registration for exemption.

Certiport, ServSafe

Lively Technical Center in conjunction with Certiport, and ServSafe offers a wide variety of higher education computerized testing, as well as many other professional licensure and certification exams. Testing is open to Lively Technical Center students, staff and faculty, and the general public. The LTC Testing Center does not take walk-ins for PearsonVUE, Certiport, or ServSafe exams.

You must register for PearsonVUE, Certiport, or ServSafe exams 24 hours in advance. You will need to provide your name, address, phone number, email, and credit card or voucher information. For more information contact the LTC Testing Center at 850-487-7467. To register, visit the individual testing websites: PearsonVUE [CERTIPORT] or [ServSafe] ort.com, ServSafe: www. servsafe.com.

Florida CHOICES

Florida CHOICES is the state career delivery system. It provides career and education exploration and information. Florida CHOICES includes assessments for interests, aptitudes, skills and values. Counselors can use the results to help the student develop a career path. Florida CHOICES is available through the LTC Testing Center on a regular basis. There is no fee for this test.

ACADEMIC ENRICHMENT & GUIDANCE

Applied Academics for Adult Education

Graduates of Workforce education certificate programs are required to achieve a minimum basic skills exit level on the TABE test before a certificate is awarded. Required exit scores for Workforce programs are available in the course catalog. If the test indicates a need for academic enrichment, the prospective student will be referred for assistance. Academic enrichment for basic skills may occur prior to or concurrent with enrollment in certificate programs. Students shall enroll in the Applied Academics for Adult Education (AAAE) program unless documentation is provided that the student is currently enrolled in an approved alternative corrective program. The Florida resident fee for AAAE is $30.00 per semester and $120.00 for non-residents per semester. The required basic skills level must be achieved.

Applied Academics for Adult Education (AAAE) is designed to provide academic enrichment based upon individualized assessed needs identified from the student's Test of Adult Basic Education (TABE) within the content areas of: English/Language Arts, Reading, and Mathematics. The program is characterized by open entry/open exit, self-paced instructional modules, and performance-based evaluation. The laboratory is equipped and designed to provide a comprehensive academic support program through the utilization of technology, multipurpose instructional materials, and classroom resources. This program strives to inspire and motivate students to become productive, self-sufficient members of society.

Enrollment within this program may occur prior or concurrent with enrollment in a vocational training program. Students requiring academic enrichment based on TABE results will be provided an individual study program and upon completion of their individualized study plan (60 hours of instruction) the student will be retested on content areas needed. Distance learning (Hybrid) is available with approval from the AAAE Instructor.

Guidance & Counseling Services
The Student Services Department provides counseling services for prospective and currently enrolled students. Individual counseling sessions are available. In counseling sessions, test scores are explained and other information is provided to assist in decision-making. Student Services assists students exploring career options in order to make appropriate workforce training choices. The primary focus of counseling is to help individuals become more aware of their interests, abilities, personal and social behaviors, values and work preferences as they relate to career choices. Guidance will assist you in choosing realistic career goals. Students may see a guidance counselor and/or student services advisor on a walk-in basis or by appointment. Students are provided with information about Lively programs. Information is also provided concerning local job markets, pay scales and limitations (if any) imposed by working conditions.

General Education Development (GED) Prep
The GED program helps prepare students for academic and personal success through obtaining the necessary skills required to pass the GED test and be awarded a State of Florida High School Diploma. This program strives to motivate students not only to obtain a GED but also to utilize the acquired skills in the workforce and to achieve career and vocational training. This program is provided on the Lively campus through the Leon County Schools Adult and Community Education Program. For more information call 850-922-5343 and/or visitwww.ace.leon.org.

LEARNING RESOURCE SERVICES

Learning Resource Services provides resources and services that support, facilitate and enhance the needs of the students and faculty of Lively Technical Center, providing an atmosphere that fosters and promotes information, competency and intellectual independence. Internet-based professional training to further prepare students to meet the needs of potential employers is available.

Students using the resources during class time must have a Learning Resource Services pass signed by the program instructor. All students wishing to use the Internet in the Learning Resource Services must fill out and follow the Leon County School District/Media Services Acceptable Use Policy form. Use of the Internet is limited to school-related research and/or to access information that falls within the guidelines as established by Leon County Schools. Use of the resources and materials of the Learning Resource Services is a privilege. Failure to adhere to the policies and procedures in the use of these materials and resources may result in a loss of these privileges.

PLACEMENT & FOLLOW-UP SERVICES

The LTC Placement Center coordinates all follow-up activities pertaining to the successful placement of LTC Students. The LTC Placement Center staff is directly responsible for gathering all appropriate information according to the Placement & Follow-Up Plan and utilizing it to for the benefit and promotion of all successful program completers in coordination with individual instructors. The Placement Center will work closely with individual completers to promote their success in attaining beneficial employment in their designated field by utilizing contacts including but not limited to Occupation Advisory Committees, LTC Business Partners, Chamber of Commerce and local agencies. All eligible students who have met all aspects of program completion and have successfully met TABE exit score requirements who have not attained an employment position in their field may submit a resume and introduction letter including a copy of their transcript and/or certificate to be forwarded

to potential employers who contact Lively Technical Center.

VETERANS AFFAIRS

Lively Technical Center is approved for training of qualified veterans under the Veterans Readjustment Benefit Act of 1966. Training is also approved for most programs under Public Law 894 (Disabled Veterans) and Public Law 634 (War Orphans). Interested students should contact the Veterans Affairs official in Financial Aid. Any veteran or other eligible student who receives benefits under Chapter 30 or Chapter 35 will be entitled to one deferment each academic year and an additional deferment each time there is a delay (documentation from VA required) in the receipt of benefits. Any veteran who receives benefits under Chapter 33 (Post 9/11). Effective July 1, 2012, the Veterans Retraining Assistance program is also accepted by Lively Technical Center. Interested students should contact Veterans Affairs office in Student Services for more information.

CAREERSOURCE FLORIDA

Training opportunities are available through programs funded through CareerSource Florida Capital Region, which serves Gadsden, Leon and Wakulla counties. These programs utilize numerous activities for transition a person from unemployment or low-wage employment to gainful, self-sufficient employment. Scholarships provide funding for tuition and books. CareerSource also provides job search assistance, plus various workshops to assist students back to the workforce.

Contact CareerSource Florida at 850-617-4508 or online at www.careersourcecapitalregion.com/contact.

OCCUPATIONAL ADVISORY COMMITTEES (OAC)

Each program at Lively Technical Center maintains contact with private industry through its occupational advisory committees. These committees are comprised of competent and respected business and industry leaders who are interested in Lively's efforts to produce quality graduates in their occupational field.

Occupational advisory committees contribute significant input regarding current employer/industry needs.

SCHOOL ADVISORY COUNCIL (SAC)

Lively Technical Center is also served by a school advisory council comprised of community and business leaders, faculty, staff and students. The purpose of the School Advisory Council is similar to that of the Occupational Advisory Committee except that the SAC addresses all Lively functions. Input is also a SAC contribution on the development and implementation of the School Improvement Plan.

POST-SECONDARY WORKFORCE PROGRAMS

Workforce education certificate programs are offered at the post-secondary adult level. Recognition for completing these programs is in the form of a certificate of completion. Certificates are recognized by private and public sector employers. If a student chooses not to complete the total course, the student will receive recognition for his/her completion of one or more of the Occupational Completion Points (OCPs) that comprise the certificate program. Approved dual-enrolled high school students also receive high school credit for completion of Workforce education certificate programs. Employability skills are included in all Workforce education certificate programs. Externship programs are offered, where appropriate, so that the student may gain additional skills and reinforce skills learned in the classroom.

PROGRAM OFFERINGS BY CAREER CLUSTER

Adult General Education
Applied Academics For Adult Education (AAAE)

Architecture And Contruction
Air Conditioning Refrigeration & Heating Technology 1 & 2 (Hvac)
Electrician

Arts, A/V Technology & Communication
Digital Design 1 & 2
Digital Media / Multimedia Design
Commercial Photography Technology 1
Commercial Photography Technology 2

Business Management & Adminsitration
Accounting Operations
Administrative Office Specialist
Legal Administrative Specialist
Medical Administrative Specialist

Health Science
Massage Therapy
Medical Assisting
Patient Care Technician
Pharmacy Technician
Practical Nursing

Hospitality & Tourism
Commercial Food & Culinary Arts

Human Services
Barbering
Cosmetology

Information Technology
Applied Cybersecurity
Cloud Computing & Virtualization
Web Development

Manufacturing
Welding Technology
Welding Technology- Advanced

Transportation, Distribution & Logistics
Automotive Service Technology 1
Automotive Service Technology 1 & 2
Automotive Service Technology Cng/Lpg
Aviation Airframe Mechanics
Aviation Powerplant Mechanics

Short Courses
Commercial Vehicle Driving Refresher Course
Facial Specialty
Motorcycle Safety – Basic Rider
Nail Specialty

APPLIED ACADEMICS FOR ADULT EDUCATION (AAAE)

Program S990001   CIP 1199002SN

Program Description

Applied Academics for Adult Education (AAAE) is designed to provide academic enrichment based upon individualized assessed needs identified from the student's Test of Adult Basic Education (TABE) within the content areas of: English/Language Arts, Reading, and Mathematics. The program is characterized by open entry/open exit, self-paced instructional modules and performance-based evaluation. The lab is equipped and designed to provide a comprehensive academic support program through the utilization of technology, multipurpose instructional materials, and classroom resources. This program strives to inspire and motivate students to become productive, self-sufficient members of society.

The primary objective of this instruction is to assist the student in meeting the state's basic skill exit level requirement for the workforce certificate program in which the student is or will be enrolled. This is required to obtain a certificate from a workforce certificate program that is 450 hours or more. The requirements for each workforce program are available in Student Services.

Enrollment within this program may occur prior or concurrent with enrollment in a workforce certificate program. Students who do not meet the required scores shall enroll in Applied Academics for Adult Education unless documentation is provided stating the student is currently enrolled in an approved alternate public or private school remedial program. Distance learning (online) is available with approval from the AAAE Instructor.

Students will retest on content areas needed after completing 60 hours of instruction or at the instructor's discretion, per mastery.

Program Structure

The following table illustrates the Adult General Education program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
S990011	LCP A	Mathematics	N/A	
S990021	LCP B	Reading	N/A	
S990031	LCP C	Language	N/A	
S990041	LCP A-C	Comprehensive A-C		$30.00 per term for any or all courses

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

AGE: 16 years or older
DIPLOMA: N/A

All tuition received from the Applied Academics for Adult Education (AAAE) shall be used only for Adult General Education programs effective July 1, 2014, Section 1009.22(3)(c), F.S.

AAAE students will be permitted one attempt per survey for each section of the TABE test unachieved during the semester of enrollment. Additional testing will be $5.00 per survey during the enrolled semester.

Students must be enrolled in a Workforce Program and sign an LTC Financial Aid Authorization form for Pell eligibility to occur.

AIR CONDITIONING REFRIGERATION & HEATING TECHNOLOGY 1 & 2

Program # I470203   1350 HOURS   PELL ELIGIBLE
CIP 0647020106   45 WEEKS

Program Description

The Air Conditioning, Refrigeration & Heating Technology program is designed to prepare students for employment or advanced training in the heating, air conditioning and refrigeration and ventilation industry. The student should obtain EPA certification prior to completion in order to be employed in any job that requires work with refrigerants. This program is designed to train the student in the basic theory, fundamental principles, and the practical applications which develop the knowledge and skills necessary for entry into the basic industry service and installation occupations.
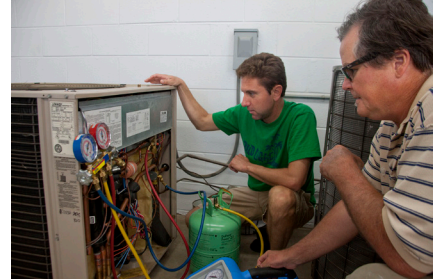
The Air Conditioning program was awarded a national accreditation by the ESCO Institute in 1999. Lively Technical Center is an approved testing site for the E.P.A. Section 608 Freon Certification and R410A Safety Certification. The program has an active advisory committee that works closely with the Externship Program to provide students valuable field experience upon completion of the course study. The program is accredited by HVAC Excellence through 2017.

This program is eligible for full-time or part-time enrollment.

Occupation Description

Heating, air conditioning and refrigeration mechanic, air conditioning installer.

Program Structure

The following table illustrates the PSAV program structure:

COURSE NUMBER HVAC 1	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
ACR0041	A	Air Conditioning, Refrigeration & Heating Helper	250	$730.00
ACR0043	B	Air Conditioning, Refrigeration & Heating Mechanic Assistant	250	$730.00
ACR0047	C	Air Conditioning, Refrigeration & Heating Mechanic 1	250	$730.00
		TOTAL	750	$2190.00

COURSE NUMBER HVAC_2	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
ACR0049	A	Air Conditioning, Refrigeration & Heating Mechanic 2	250	$730.00
ACR0044	B	Air Conditioning, Refrigeration & Heating Technician	350	$1022.00
		TOTAL	600	$1752.00
		Total Program Hours for HVAC 1 & 2	1350	

Additional Costs:	
Registration Fee ($75.00 per semester x 3 semesters)	$225.00
Lab Fee ($150.00 per semester x 3 semesters)	$450.00
Textbooks (Estimated)	$250.00
Flaring and Swage Kit with Tool Bag	$400.00
Approximate Total Program Cost	$5267.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 10.0, LANGUAGE 9.0, READING 9.0
               Or met other basic skill requirements

Industry Certifications:

HVAC Excellence Employment Ready – Heat Pump
HVAC Excellence Employment Ready – Air Conditioning
HVAC Excellence Employment Ready – Light Commercial Air Conditioning
HVAC Excellence Employment Ready – Electric Heat
HVAC Excellence Employment Ready – Light Commercial Refrigeration
HVAC Excellence Employment Ready – Gas Heat
HVAC Excellence Employment Ready -Electrical
Testing Fees may apply

Potential Earnings

Graduates of this program earn an average of $10.00 to $14.00 per hour.

Employers of Graduates

Barineau & Sons Heating & Air, Keith Lawson Air Conditioning, Trane of Buckeye, Brown's Refrigeration, C & C Mechanical Contractors, Leon County Schools, Florida Air Specialists, Inc., Parker Services, Inc., Florida A&M University, Central Heating Consultants, and Tony Kelly Heating & AC

Program Completion Rate   85%
Program Placement Rate   100%

ELECTRICITY

Program I460312   1200 HOURS   PELL ELIGIBLE
CIP 0646030202   40 WEEKS

Program Description
The Electricity program prepares students for employment as an electrician's helper, residential electrician, and commercial electrician.
This program is eligible for full-time or part-time enrollment.

Occupation Description
Specialized classroom instruction and laboratory practical application trains the student in the installation and maintenance of electrical wiring and equipment such as motors, motor controls, and power and lighting systems in residential, commercial, and industrial applications.
Students learn how to locate and correct electrical and equipment malfunctions using electrical test instruments such as the ammeter and volt-ohmmeter.

Program Structure
The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
BCV0603	A	Electrician Helper	300	$876.00
BCV0640	B	Residential Electrician	450	$1314.00
BCV0652	C	Commercial Electrician	450	$1314.00
		TOTAL	1200	$3504.00

Additional Costs:	
Registration Fee ($75.00 per semester x 3 semesters)	$225.00
Lab Fee ($175.00 per semester x 3 semesters)	$525.00
Textbooks	$800.00
Student Tool Kit	$185.00
CPR Certification	$40.00
Approximate Total Program Cost	$5279.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 9.0
               LANGUAGE 9.0
               READING 9.0
               Or met other basic skill requirements

Industry Certifications:

NCCER Electrical – Levels 1, 2, 3, 4,
Testing fees may apply

Potential Earnings

Graduates of this program earn an average of $10.00 to $14.00 per hour.

Employers of Graduates

All Florida Electric of Florida, Inc., Weston-Trawick, Inc., Fraser Electric, Inc., Joyner Electric, Inc., Foy Electric, Inc., Williams Electric

Program Completion Rate   69%
Program Placement Rate   100%

DIGITAL DESIGN 1 & 2

Program K700100 (#1) 1200 HOURS   PELL ELIGIBLE
CIP 0510030307   40 WEEKS
Program K700200 (#2)   CIP 0510030308

Program Description

The Digital Design program offers a broad foundation of knowledge and skills to prepare students for employment in digital publishing positions. This program is designed to prepare students for employment as an information technology assistant, production assistant, digital assistant designer, graphic designer, and multi-media designer. The content includes enhanced practical experiences in computer generated art and text, graphic design, graphic production, electronic skills design, preparation of electronic layouts and illustrations, electronic scanning, as well as development of specialized skills in multimedia presentations. Over the course of the program, the students will create a series of projects that will serve in the development of both printed and digital portfolios.

This program is eligible for full-time or part-time enrollment.

Occupation Description

The content includes enhanced practical experiences in computer generated art and text, graphic design, graphic production, electronic design skills, preparation of electronic layouts and illustrations, electronic scanning, as well as development of specialized skills in multimedia presentations. This program focuses on broad, transferable skills and stresses understanding and demonstration of the following elements of the digital publishing industry: planning, management, finance, technical and production skills with underlying principles of technology and design.

Program Structure

The following table illustrates the PSAV program structure:

COURSE NUMBER DIGITAL DESIGN 1	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
OTA0040	A	Information Technology Assistant	150	$438.00
GRA0024	B	Production Assistant	150	$438.00
GRA0025	C	Digital Assistant Designer	300	$876.00
		TOTAL	**600**	**$1752.00**

COURSE NUMBER DIGITAL DESIGN 2	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
GRA0026	A	Graphic Designer	300	$876.00
GRA0027	B	Media Designer	300	$876.00
		TOTAL	600	$1752.00

Additional Costs:	
Registration Fee ($75.00 per semester x 3 semesters)	$225.00
Lab Fee ($160.00 per semester x 3 semesters)	$480.00
Textbooks	$350.00
Approximate Total Program Cost	$4559.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements
AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 9.0
              LANGUAGE 9.0
              READING 9.0
              Or met other basic skill requirements

Industry Certifications:
Adobe Certified Associate (InDesign)
Adobe Certified Associate (Illustrator)
Adobe Certified Associate (Dreamweaver)
Adobe Certified Associate (Photoshop)
Microsoft Office Specialist (MOS)

Potential Earnings
Graduates of this program earn an average of $27,000 to $60,000 per year.

Employers of Graduates
Leon County Schools, City of Tallahassee, Event Photography Group, Homes.com, United Way of the Big Bend, Graceful Solutions for the Aging, 180 Communications

Program Completion Rate   80%
Program Placement Rate   100%
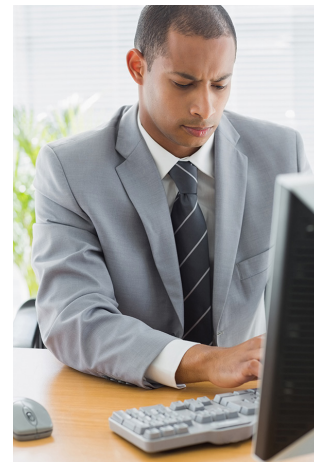
DIGITAL MEDIA/ MULTIMEDIA DESIGN

Program K100200   1050 HOURS   PELL ELIGIBLE
CIP 0609070208   35 WEEKS

Program Description

In Florida, the growth of the media production and entertainment industry has increased the demand for experienced multimedia production professionals in private industry, public service and education. A multimedia designer is a highly capable designer that turns any idea into a professional design by incorporating images, graphics, text, animations, video and audio. All Digital Media/ Multimedia Design Technology students acquire knowledge and skill through the use of self-paced interactive software and hands-on exercises that are accompanied by teacher-led lectures and demonstrations. Through the application of a variety of computer software programs, students learn to create an assortment of multimedia design projects that are refined over time for their final professional portfolio.

This program is eligible for full-time or part-time enrollment.

Occupation Description

Graphic Designer: Design or create graphics to meet specific commercial or promotional needs, such as packaging, displays, or logos. May use a variety of mediums to achieve artistic or decorative effects.

Multimedia Artist & Animator: Create special effects, animation, or other visual images using film, video, computers, or other electronic tools and media for use in products or creations, such as computer games, movies, music videos, and commercials.

Program Structure

The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
DIG0081	A	Theory and Foundations of Design	150	$438.00
DIG0082	B	Multimedia Digital/Print Designer	300	$876.00
DIG0083	C	Multimedia Web Interactive Designer	300	$876.00
DIG0084	D	Multimedia Integrated Producer Designer	300	$876.00
		TOTAL	1050	$3066.00

Additional Costs:	
Registration Fee ($75.00 per semester x 2 semesters)	$150.00
Lab Fee ($160.00 per semester x 2 semesters)	$320.00
Textbooks	$290.00
Approximate Total Program Cost	$3826.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 10.0
                  LANGUAGE 10.0
                  READING 10.0
                  Or met other basic skill requirements

Industry Certifications:

Adobe Certified Associate (InDesign)
Adobe Certified Associate (Illustrator)
Adobe Certified Associate (Dreamweaver)
Adobe Certified Associate (Flash)
Adobe Certified Associate (Photoshop)
Adobe Certified Associate (Premiere Pro)
Microsoft Office Specialist (MOS)

Potential Earnings

Graduates of this program earn an average of $27,000 to $32,000 per year.

Employers of Graduates

Web design companies, graphic design companies, public relations firms, advertising companies, state agencies, City of Tallahassee.

Program Completion Rate   81%
Program Placement Rate   90%

COMMERCIAL PHOTOGRAPHY TECHNOLOGY 1

Program K610100   700 HOURS   PELL ELIGIBLE
CIP 0650040605   24 WEEKS

Program Description

Students in this program will concentrate on creating and developing finished prints that involve digital camera functions, composition, outdoor and studio lighting, posing, post capture editing (Adobe Photoshop CC), color management workflow, advanced printmaking, and final print presentation, including custom picture framing techniques. The program will also cover business skills that relate to the freelance, studio, and fine art photographer.

This program is eligible for full-time or part-time enrollment.

Occupation Description

The Commercial Photography Technology program offers a sequence of courses that provide coherent and varied content that prepares students to be professional photographers in today's digital imaging world. Upon completion of this program, students will attain employable skills sought out by advertising and graphic arts agencies, commercial and fine art photography studios, art galleries and custom picture frame shops. This program is also designed to provide the training necessary for the graduate to run their own photography-based business.

Program Structure

The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
PGY0180	A	Photographic Imaging Specialist 1	250	$730.00
PGY0181		Photographic Imaging Specialist 2	250	$730.00
PGY0182	B	Photography Specialist/Lab Tech	200	$584.00
		TOTAL	**700**	**$2044.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 2 semesters)	$150.00
Lab Fee ($150.00 per semester x 2 semesters)	$300.00
Student Portfolio Fee	$100.00
Textbooks	$60.00
Student Camera, two lenses, camera case	$710.00
Approximate Total Program Costs	$3364.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

*Note: Students are required to own or purchase a camera prior to enrollment in the first semester of classes. It is required that the camera be a digital camera capable of shooting in RAW format, have the ability to interchange lenses and have at a minimum the following automatic modes: program, aperture priority, shutter priority and full manual mode. The recommended starter camera is the Canon T5 camera body with 18-55 kit lens. Please contact the photography instructor for additional information and guidance regarding any camera specification.

Program Admission Requirements

AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 9.0
                   LANGUAGE 9.0
                   READING 9.0
                   Or met other basic skill requirements

Industry Certification:

Adobe Lightroom 5
Testing fees may apply

Potential Earnings

Graduates of this program earn an average of $15.00 to $75.00 per hour.

Employers of Graduates

Tallahassee Photo Center, Michael's, Hobby Lobby, Ron Sachs Communication, Florida Department of Law Enforcement

Program Completion Rate   78%
Program Placement Rate   80%

COMMERCIAL PHOTOGRAPHY TECHNOLOGY 2

Program K610200   950 HOURS   PELL ELIGIBLE
CIP 0650040606   32 WEEKS

Program Description

This is the second program in Commercial Photography Technology. Students in this program will concentrate on creating and developing finished prints that involve digital camera functions, composition, outdoor and studio lighting, posing, post capture editing (Adobe Photoshop CC), color management workflow, advanced printmaking, and final print presentation, including custom picture framing techniques. The program will also cover business skills that relate to the freelance, studio, and fine art photographer.

This program is eligible for full-time or part-time enrollment.

Occupation Description

The Commercial Photography Technology program offers a sequence of courses that provide coherent and varied content that prepares students to be professional photographers in today's digital imaging world. Upon completion of this program, students will attain employable skills sought out by advertising and graphic arts agencies, commercial and fine art photography studios, art galleries and custom picture frame shops. This program is also designed to provide the training necessary for the graduate to run their own photography-based business.

Program Structure

The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
PGY0183	A	Portrait Photographer 1	250	$730.00
PGY0184		Portrait Photographer 2	250	$730.00
PGY0185	B	Commercial Photographer	450	$1314.00
		TOTAL	**950**	**$2774.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 2 semesters)	$150.00
Lab Fee ($150.00 per semester x 2 semesters)	$300.00
Photo Supplies	$100.00
Textbooks	$60.00
Approximate Total Program Costs	$3384.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

*Note: Students are required to own or purchase a camera prior to enrollment. It is required that the camera be a digital camera capable of shooting in RAW format, have the ability to interchange lenses and have at a minimum the following automatic modes: program, aperture priority, shutter priority and full manual mode. The recommended starter camera is the Canon T5 camera body with 18-55 kit lens. Please contact the photography instructor for additional information and guidance regarding any camera specification.

Program Admission Requirements

AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 9.0
              LANGUAGE 9.0
              READING 9.0
              Or met other basic skill requirements
              Students should have already completed Commercial
              Photography Technology 1 prior to enrollment.

Industry Certification:

Adobe Lightroom 4
Adobe Photoshop
Testing fees may apply

Potential Earnings

Graduates of this program earn an average of $15.00 to $75.00 per hour.

Employers of Graduates

Tallahassee Photo Center, Michael's, Hobby Lobby, Ron Sachs Communication, Florida Department of Law Enforcement

Program Completion Rate   78%
Program Placement Rate   80%

CAREER IN A YEAR!

ACCOUNTING OPERATIONS

Program B070110   900 HOURS   PELL ELIGIBLE
CIP 0552030202   30 WEEKS

Program Description

The Accounting Operations program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for a career in Accounting. The content includes, but is not limited to, double-entry accounting principles; methods of recording business transactions; preparation and analysis of various documents and financial statements; payroll records and tax forms; accounting control systems; account and transaction analysis; inventory methods; the aging process; depreciation; and the application of accounting principles to various entities.

This program is eligible for full-time or part-time enrollment.

Occupation Description

Information Technology Assistant, Accounting clerk, Accounting Associate, and Accounting Assistant in the Business Management and Administration fields.
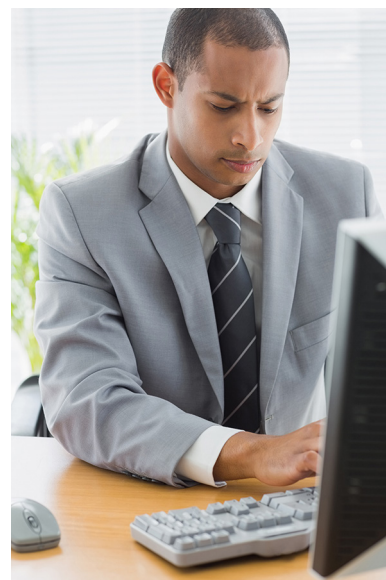
Program Structure

The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
OTA0040	A	Information Technology Assistant	150	$438.00
ACO0040	B	Accounting Clerk	300	$876.00
ACO0041	C	Accounting Associate	300	$876.00
ACO0042	D	Accounting Assistant	150	$438.00
		TOTAL	**900**	**$2628.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 2 semesters)	$150.00
Computer Access Codes (First Semester Only)	$ 20.00
Lab Fee ($160.00 per semester x 2 semesters)	$320.00
Textbooks	$700.00
Approximate Total Program Cost	$3818.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 10.0
                 LANGUAGE 10.0
                 READING 10.0
                 Or met other basic skill requirements

Industry Certifications:

Microsoft Office Specialist (MOS) Bundle Certification (3 of 6 – Word, Excel, PowerPoint, Access, Outlook, SharePoint)
National Occupational Competency Testing Institute (NOCTI) Accounting Basic
INTUIT QuickBooks Certification
Testing Fees may apply

Potential Earnings

Graduates of this program earn an average of $10.00 to $14.00 per hour.

Employers of Graduates

Florida State University, Florida Department of Banking and Finance, Florida Department of Children and Families, Florida Department of Revenue, and Leon County Schools

Program Completion Rate   85%
Program Placement Rate   100%

CAREER IN A YEAR!

ADMINISTRATIVE OFFICE SPECIALIST

Program B070330   1050 HOURS   PELL ELIGIBLE
CIP 0552040103   35 WEEKS

Program Description

The Administrative Office Specialist program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in the Business, Management, and Administration career cluster; provides technical skill proficiency, and includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, occupation-specific skills, and knowledge of all aspects of the Business, Management, and Administration career cluster.

This program is eligible for full-time or part-time enrollment.

Occupation Description

The content includes but is not limited to the use of technology to develop communications skills, higher level thinking skills, and decision making skills; the performance of office procedures tasks; the production of quality work in an efficient manner using advanced features of business software applications; research of job opportunities; and the production of high quality employment portfolios and job-seeking documents.

Program Structure

The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
OTA0040	A	Information Technology Assistant	150	$438.00
OTA0041	B	Front Desk Specialist	300	$876.00
OTA0030	C	Assistant Digital Production Designer	150	$438.00
OTA0043	D	Administrative Office Specialist	450	$1314.00
		TOTAL	**1050**	**$3066.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 2 semesters)	$150.00
Computer Access Codes (First Semester Only)	$ 20.00
Lab Fee ($160.00 per semester x 2 semesters)	$320.00
Approximate Total Program Cost	$3556.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 10.0
LANGUAGE 10.0
READING 10.0
Or met other basic skill requirements

Industry Certifications:

Microsoft Office Specialist (MOS) Bundle Certification (3 of 6 – Word, Excel, PowerPoint, Access, Outlook, SharePoint)

Potential Earnings

Graduates of this program earn an average of $10.00 to $14.00 per hour.

Employers of Graduates

Florida State University, Florida A&M University, Department of Education, Florida Department of Revenue, Attorney General's Office, and Leon County Courthouse

Program Completion Rate   93%
Program Placement Rate   100%

CAREER IN A YEAR!

LEGAL ADMINISTRATIVE SPECIALIST

Program B072000   1050 HOURS   PELL ELIGIBLE
CIP 0522030103   35 WEEKS

Program Description

The Legal Administrative Specialist program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers as an Information technology assistant, front desk specialist, administrative support, and legal administrative specialist in the Business, Management, and Administration career cluster. These courses provide technical skill proficiency, and include competency-based applied learning that contribute to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of the Business, Management, and Administration career cluster.
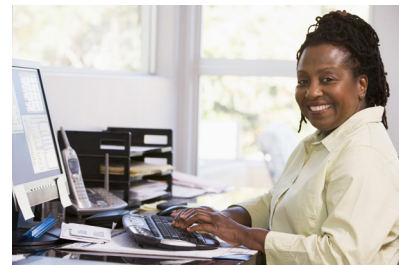
This program is eligible for full-time or part-time enrollment.

Occupation Description

The content includes, but is not limited to, the use of technology to develop communications skills, higher level thinking skills, and decision making skills; legal terminology; the performance of office procedures specific to the legal environment; transcription of legal documents from machine dictation; the production of quality work in an efficient manner using advanced features of business software applications; research of job opportunities; and the production of high quality employment portfolios and job-seeking documents.

Program Structure

The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
OTA0040	A	Information Technology Assistant	150	$438.00
OTA0041	B	Front Desk Specialist	300	$876.00
OTA0042	C	Administrative Support	150	$438.00
OTA0050	D	Legal Administrative Specialist	450	$1314.00
		TOTAL	**1050**	**$3066.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 2 semesters)	$150.00
Lab Fee ($160.00 [er semester x 2 semesters)	$320.00
Computer Access Codes (First Semester Only)	$ 20.00
Textbooks	$900.00
Approximate Total Program Cost	$4456.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 10.0
                 LANGUAGE 10.0
                 READING 10.0
                 Or met other basic skill requirements

Industry Certifications:

Microsoft Office Specialist (MOS) Bundle Certification (3 of 6 – Word, Excel, PowerPoint, Access, Outlook, SharePoint)

Potential Earnings

Graduates of this program earn an average of $16.00 to $20.00 per hour.

Employers of Graduates

Florida A&M University, Leon County Schools, City of Tallahassee, Leon County, Florida State University, State of Florida, and private law firms

Program Completion Rate   85%
Program Placement Rate   100%

CAREER IN A YEAR!

MEDICAL ADMINISTRATIVE SPECIALIST

Program B070300   1050 HOURS   PELL ELIGIBLE
CIP 0551071603   35 WEEKS

Program Description

The Medical Administrative Specialist program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers as an information technology assistant, front desk specialist, medical office technologist, and medical administrative specialist. This program provides technical skill proficiency and includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning, problem-solving skills, work attitudes, general employability skills, technical skills, occupation-specific skills, and knowledge of all aspects of the business, management, and administration career cluster.

This program is eligible for full-time or part-time enrollment.

Occupation Description

Graduates of this program are able to perform administrative duties using specific knowledge of medical terminology and hospital, clinic, or laboratory procedures. Duties may include scheduling appointments, billing patients, and compiling and recording medical charts, reports, and correspondence.

Program Structure

The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
OTA0040	A	Information Technology Assistant	150	$438.00
OTA0041	B	Front Desk Specialist	300	$876.00
OTA0631	C	Medical Office Technologist	300	$438.00
OTA0651	D	Medical Administrative Specialist	300	$1314.00
		TOTAL	**1050**	**$3066.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 2 semesters)	$150.00
Miscellaneous Fees: Computer Access Codes (First Semester Only)	$ 20.00
Lab Fee ($160.00 per semester x 2 semesters)	$320.00
Textbooks	$900.00
Approximate Total Program Cost	$4456.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements
AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 10.0
                   LANGUAGE 10.0
                   READING 10.0
                   Or met other basic skill requirements

Industry Certifications:
Microsoft Office Specialist (MOS) Bundle Certification (3 of 6 – Word, Excel, PowerPoint, Access, Outlook, SharePoint)

Potential Earnings
Graduates of this program earn an average of $10.00 to $11.00 per hour.

Employers of Graduates
Tallahassee Memorial Healthcare, Patients First, Tallahassee Capital Regional Medical Center

Program Completion Rate   88%
Program Placement Rate   87%
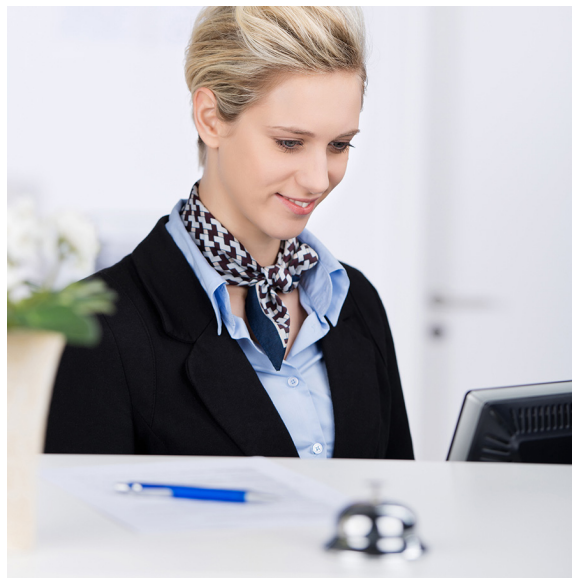
CAREER IN A YEAR!

MASSAGE THERAPY

Program H120405   750 HOURS   PELL ELIGIBLE
CIP 0351350100   25 WEEKS

Program Description
Massage Therapy prepares students for employment as a licensed massage therapist. Content includes, but is not limited to, the theory and practice of massage, theory and practice of hydrotherapy, hygiene, practice demonstration, human anatomy and physiology, legal aspects of massage practice, allied modalities, leadership and human relations skills, health and safety, CPR, and employability skills. The student will develop skills in the manipulation of soft tissues of the human body through instruction by demonstration.

This program requires full-time enrollment. Night classes available.

Occupation Description
Massage therapists treat clients by using touch to manipulate the muscles and other soft tissues of the body. With their touch, therapists relieve pain, help heal injuries, improve circulation, relieve stress, increase relaxation, and aid in the general wellness of clients.

Program Structure
The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
HSC0003	A	Basic Healthcare Worker	90	$262.80
MSS0205	B	Massage Therapist 1	360	$1051.20
MSS0206		Massage Therapist 2	300	$876.00
		TOTAL	**750**	**$2190.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 2 semesters)	$150.00
Lab Fee ($260.00 per semester x 2 semesters)	$520.00
Textbooks	$230.00
Computer Access Codes (First Semester Only)	$ 20.00
Drug Screening Fee (2 screenings per program)*	$84.00
Liability Insurance	$30.00
CPR Certification	$50.00
Simplicity Practice Essentials Kit	$350.00
Heather Gray Massage Therapy Polo with Black Scrub pants	$40.00
Approximate Total Program Cost	$3664.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

AGE: 18 years or older

DIPLOMA: Standard High School Diploma or
                   Graduate Equivalency Diploma (GED)

TABE: MATH 9.0
                   LANGUAGE 10.0
                   READING 10.0
                   Or met other basic skill requirements
                   Level 2 Background Screening (Prior to Enrollment)
                   *Students are randomly drug tested once enrolled

Industry Certification:

MBLEx (Massage and Bodyworker Licensing Exam)
Testing Fees may apply

Potential Earnings

Graduates of this program who successfully pass the MBLEx earn an average of $25.00 per hour. Contracted LMT's can earn up to $25.00 per massage.

Employers of Graduates

Massage therapy offers many exciting career choices. As a professional massage therapist, you can work for spas; resorts; clinics; health clubs; pro sports teams; cruise lines or even your own business, providing massage therapy from your home.

Program Completion Rate   94%
Program Placement Rate   100%

MEDICAL ASSISTING

Program H170515   1300 HOURS   PELL ELIGIBLE
CIP 0351080102   44 WEEKS

Program Description

Medical Assisting (MA) is accredited by the Commission on Accreditation of Allied Health Education Program (CAAHEP) and is designed to prepare students for employment in various medical settings, such as a physician's office, clinics, and certain hospital settings. This program will prepare the student to function in a medical office or clinical environment as a medical receptionist, administrative assistant, insurance coder/biller, phlebotomist, EKG Technician, and as a back office clinical assistant/patient educator.

This program requires full-time enrollment.

Occupation Description

Medical assistants complete administrative and clinical tasks in the offices of physicians, hospitals, and other healthcare facilities. Their duties vary with the location, specialty, and size of the practice.

Program Structure

The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
HSC0003	A	Basic Healthcare Worker	90	$262.80
MEA0002	B	Introduction to Medical Assisting	250	$730.00
MEA0501		Medical Office Procedures	75	$219.00
MEA0521	C	Phlebotomist, MA	75	$219.00
MEA0543	D	EKG Aide, MA	75	$219.00
MEA0581		Clinical Assisting	230	$617.60
MEA0530		Pharmacology for Medical Assisting	90	$262.80
MEA0573	E	Laboratory Procedures	125	$365.00
MEA0506		Administrative Office Procedures	90	$262.80
MEA0942		Practicum Experience	200	$584.00
		TOTAL	**1300**	**$3796.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 3 semesters)	$225.00
Lab Fee ($200.00 per semester x 3 semesters)	$600.00
Textbooks	$580.00
Drug Screening Fee (2 screenings per program)	$84.00
Liability Insurance	$30.00
CPR Certification	$50.00
Vital Signs Kit	$50.00
Real Teal Scrub Top and Pants	$35.00
Approximate Total Program Cost	$5450.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

AGE: 18 years or older
DIPLOMA: Standard High School Diploma or
            Graduate Equivalency Diploma (GED)
TABE: MATH 10.0
            LANGUAGE 10.0
            READING 10.0
            Or met other basic skill requirements
            Level 2 Background Screening (Prior to Enrollment)
            *Students are randomly drug tested once enrolled

Industry Certification:

American Medical Technologists RMA Exam (Testing Fees may apply)

Potential Earnings

Graduates of this program who successfully pass the RMA Exam earn an average of $10.00 - $12.00 per hour.

Employers of Graduates

Medical Group of North Florida, Patients First, North Florida Women's Care, Tallahassee Diagnostic Imaging, Janet Johnson, M.D., Dr. Jana Forstheofel, M.D., Magnolia Pediatrics, Digestive Disease Clinic

Program Completion Rate   88%
Program Placement Rate   100%

As of July 1, 2009, any felony conviction, plea of nolo contender or Medicaid/ Medicare fraud will prohibit the eligibility of license, certification or registry in Florida for 15 (fifteen) years after the end of the probation period. For further information please contact Florida Department of Health, Division of Medical Quality Assurance, 4052 Bald Cypress Way, Tallahassee, FL 32399 (850-245-4125). 25400 US Highway 19 North, Suite 158 Clearwater, FL 33763

CAREER IN A YEAR!

PATIENT CARE TECHNICIAN

Program H170694   600 HOURS   PELL ELIGIBLE
CIP 0351390205   20 WEEKS

Program Description

This program is designed to prepare students for employment as advanced cross trained nursing assistants, patient care technicians, health technologists, health care technicians, patient care assistants, nursing aides and orderlies, home health aides, or allied health assistants. This program offers a broad foundation of knowledge and skills, expanding the traditional role of the nursing assistant, for both acute and long term care settings.

This program requires full-time enrollment.

Occupation Description

Home Health Aide: Provide routine individualized healthcare, such as changing bandages and dressing wounds, and applying topical medications to the elderly, convalescents, or persons with disabilities at the patient's home or in a care facility. Monitor or report changes in health status. May also provide personal care such as bathing, dressing, and grooming of patient.

Nursing Assistant: Provide basic patient care under direction of nursing staff. Perform duties such as feed, bathe, dress, groom, or move patients, or change linens. May transfer or transport patients. Includes nursing care attendants, nursing aides, and nursing attendants.

Program Structure

The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
HSC0003	A	Basic Healthcare Worker	90	$262.80
HCP0121	B	Nurse Aide & Orderly (Articulated)	75	$219.00
HCP0332	C	Advanced Home Health Aide	50	$146.00
HCP0020	D	Patient Care Assistant	75	$219.00
HSC0016	E	Allied Health Assistant	150	$438.00
MEA0580	F	Advanced Allied Health Assistant	100	$292.00
PRN0094	G	Patient Care Technician	60	$175.20
		TOTAL	**600**	**$1752.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 2 semesters)	$150.00
Lab Fee ($200.00 per semester x 2 sememsters)	$400.00
CPR Certification Fee	$ 50.00
Drug Screening (2 screenings per program)	$84.00
Liability Insurance	$30.00
Prometric Testing	$25.00
Vital Signs Kit	$50.00
Textbooks	$422.00
Pewter Scrubs (Two sets recommended)	$69.00
Approximate Total Program Cost	$3032.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

AGE: 18 years or older at time of program completion
DIPLOMA: Standard High School or
            Graduate Equivalency Diploma (GED)
TABE: MATH 10.0
            LANGUAGE 10.0
            READING 10.0
            Or met other basic skill requirements

Students must provide proof of Level 2 criminal background screening prior to enrollment.
Students must also provide: immunization records from birth, physical exam or waiver on file, current Hepatitis B immunization or a signed waiver on file, and a current negative TB Skin Test. Students undergo random drug testing once enrolled.

Industry Certification:
Certified Nursing Assistant (CNA)
Patient Care Technician National Exam - National Healthcareer Association
Testing Fees apply

Potential Earnings
Graduates of this program earn an average of $9.00 to $12.00 per hour.

Employers of Graduates
Health care facilities, hospitals, nursing homes, laboratories, and home health care agencies

Program Completion Rate   67%
Program Placement Rate   80%
Program Licensure Pass Rate   70%

PRACTICAL NURSING

Program H170605   1350 HOURS   PELL ELIGIBLE
CIP 0351390100   45 WEEKS

Program Description
Becoming a Licensed Practical Nurse (LPN) is the quickest way to enter a nursing career. It requires three regular semesters for full time day students and four semesters for part-time evening students. Practical nurses must be very compassionate and patient, and be excellent caregivers. LPNs perform a variety of tasks, including monitoring patients and medical equipment, gathering and recording information from patients, administering medications, and patient care.

This program requires full-time (day) enrollment. Night classes are available. Program length is extended for night classes.

Occupation Description
Provide basic nursing care under the direction of registered nurses and supervisors. Licensing required

Program Structure
The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
HSC0003	A	Basic Healthcare Worker	90	$262.80
HCP0121	B	Nurse Aide and Orderly (Articulated)	75	$219.00
PRN0091		Practical Nurse 1	285	$832.20
PRN0092	C	Practical Nurse 2	450	$1314.00
PRN0096		Practical Nurse 3	450	$1314.00
		TOTAL	**1350**	**$3942.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 3 semesters)	$225.00
Lab Fee ($275.00 per semester x 3 semesters)	$825.00
CPR Certification Fee	$ 50.00
Drug Screening (2 screenings per program)	$84.00
Liability Insurance	$30.00
TMH Identification Card	$5.00
ATI Testing Fee	$400.00
ATI PassAssured Class Fee (billed final semester)	$350.00
Textbooks	$900.00
Royal Blue Scrubs (Two sets recommended)	$76.00
Approximate Total Program Cost	$6887.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

Practical Nursing students are required to submit an application packet prior to enrollment. Please check the website at www.livelytech.com for admission packet deadlines.

AGE: 18 years or older at time of program completion
DIPLOMA: Standard High School or
                    Graduate Equivalency Diploma (GED)
TABE: MATH 11.0
                    LANGUAGE 11.0
                    READING 11.0
                    Or met other basic skill requirements

ADDITIONAL TESTING ATI-TEAS V*: 55.0
                          (must be taken prior to submitting
                          admissions packet)

*TEAS – Only 3 attempts in a calendar year (January – December) – Scores are valid for 1 year only.
Students must provide proof of Level 2 criminal background screening prior to enrollment.
Students must also provide: Immunization records from birth, physical exam or waiver on file, current Hepatitis B immunization or a signed waiver on file, current negative TB Skin Test.
Students undergo random drug testing once enrolled.

Industry Certification:
Licensed Practical Nurse (LPN)
In Florida, to become a Licensed Practical Nurse an individual must be at least 18 years of age, possess a high school diploma or its equivalent, have successfully completed the Practical Nursing program under rules established by the Florida Board of Nursing (FBON), submit application to the board and pay fees to the FBON and take the NCLEX examination, submit information to the board for a statewide criminal records correspondence check through FDLE, be in good mental and physical health, and be able to communicate in the English language (Florida Statutes 464.008).
Testing Fees apply

Potential Earnings
Graduates of this program earn an average of $13.00 to $19.00 per hour.

Employers of Graduates
Tallahassee Memorial Healthcare, Capital Regional Medical Center, Tallahassee Orthopedic Clinic, Tallahassee Digestive Disease Clinic, North Florida Obstetrics, Healthsouth Rehab Hospital, Children's Medical Services, Patients First, Eden Springs, Westminster Oaks, Wakulla Health Department, Apalachee Center, North Florida Women's Care

Program Completion Rate   92%
Program Placement Rate   100%
Program Licensure Pass Rate: 91%

PHARMACY TECHNICIAN

Program H170500   1050 HOURS   PELL ELIGIBLE
CIP 0351080506   35 WEEKS

Program Description

Pharmacy Technician prepares students for employment as pharmacy technicians. The content includes, but is not limited to, metric system, medical terminology, medicinal drugs, IV preparation, preparing purchase orders, receiving and checking supplies purchased, printing labels, typing prescription labels, delivering medications, pricing prescription drug orders and supplies, prepackaging unit dose packages, patient record systems, control records, and health and safety, including CPR.

This program requires full-time enrollment.

Occupation Description

Prepare medications according to prescription orders.

Program Structure

The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
HSC0003	A	Basic Healthcare Worker	90	$262.80
PTN0084		Pharmacy Technician 1	360	$1051.20
PTN0085	B	Pharmacy Technician 2	300	$876.00
PTN0086		Pharmacy Technician 3	300	$876.00
		TOTAL	1050	$3066.00

Additional Costs:	
Registration Fee ($75.00 per semester x 2 semesters)	$150.00
Lab Fee ($160.00 per semester x 2 semesters)	$320.00
CPR Certification Fee	$ 50.00
Drug Screening (2 screenings per program)	$84.00
Liability Insurance	$30.00
PassAssured Computer Program Fee	$300.00
Textbooks	$340.00
Dark Green Scrubs (Two sets recommended)	$69.00
Approximate Total Program Cost	$4409.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

AGE: 18 years or older
DIPLOMA: Standard High School or
            Graduate Equivalency Diploma (GED)
TABE: MATH 11.0
            LANGUAGE 10.0
            READING 10.0
            Or met other basic skill requirements

Students must provide proof of Level 2 criminal background screening prior to enrollment.

Students undergo random drug testing once enrolled.

Industry Certifications:

Pharmacy Technician, Certified Pharmacy Technician (CPhT)
Testing Fees apply

Potential Earnings

Graduates of this program earn an average of $20,000 to $25,000 annually.

Employers of Graduates

Retail or mail-order pharmacies, hospitals, long-term care facilities, assisted living facilities.

Program Completion Rate   83%
Program Placement Rate   89%

COMMERCIAL FOODS & CULINARY ARTS

Program N100500   1200 HOURS   PELL ELIGIBLE
CIP 0412050312   40 WEEKS

Program Description

This training will prepare students for employment in the food service/hospitality industry. The content includes, but is not limited to: preparation, presentation, serving of a wide variety of foods, leadership, community skills, employability skills, and safe and efficient work practices.

This program is eligible for full-time and part-time enrollment.

Occupation Description

Food Preparation Worker: Perform a variety of food preparation duties other than cooking, such as preparing cold foods and shellfish, slicing meats, and brewing coffee and tea.

Restaurant Cook: Prepare, season and cook dishes such as soups, meats, vegetables or desserts in restaurants. May order supplies, keep records and accounts, price food items on menu, or plan menu.

Chef/Head Cook: Direct and may participate in the preparation, seasoning and cooking of salads, soups, fish, meats, vegetables, desserts, and other foods. May plan and price menu items, order supplies, and keep records and accounts.

Food Service Manager: Plan, direct and coordinate activities of an organization or department that serves food and beverages.

Program Structure

The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
HMV0100	A	Food Preparation	300	$876.00
HMV0170	B	Cook, Restaurant	300	$876.00
HMV0171	C	Chef/Head Cook	300	$876.00
HMV0126	D	Food Service Management	300	$876.00
		TOTAL	**1200**	**$3504.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 3 semesters for full–time students)	$225.00
Uniform Fee: 3 Chef Jackets, 2 Black Pants, black closed in skid proof shoes (First Semester Only)	$ 150.00
Lab Fee ($200.00 per semester x 3 semesters for full –time students)	$600.00
Approximate Total Program Cost	$4479.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 9.0
                    LANGUAGE 9.0
                    READING 9.0
                    Or met other basic skill requirements

Industry Certification:

ServSafe: Certified Food Handler/ Food Protection Manager Other testing fees may apply

Potential Earnings

Graduates of this program earn an average of $9.00 to $15.00 per hour.

Employers of Graduates

101 Restaurant & Lounge, Food Glorious Food, Double Tree Hotel, Publix, Leon County Civic Center, Leon County Schools, FSU University Center, and Longhorn Steak House

Program Completion Rate   89%
Program Placement Rate   80%

BARBERING

Program I120402   1200 HOURS   PELL ELIGIBLE
CIP 0612040200   40 WEEKS

Program Description
The content includes, but is not limited to, communication skills, leadership skills, human relations skills, employability skills, safe and efficient work practices, knowledge of Florida barber law and rules, barbering and its related chemistry, bacteriology, anatomy and physiology, and development of skill in performing the manipulative technique required in the practice of barbering.

This program requires full-time enrollment.

Occupation Description
The Barbering program is designed to prepare students for employment as restricted barbers or barbers and to successfully complete the Florida Barber License Examination. Instruction and learning activities are provided in a laboratory setting using hands-on experience with tools and chemicals appropriate to the program content and in accordance with safety and sanitation practices in the trade.

Program Structure
The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
COS0150		Restricted Barber (1 of 3)	333	$972.36
COS0151	A	Restricted Barber (2 of 3)	333	$972.36
COS0152		Restricted Barber (3 of 3)	334	$975.28
COS0671	B	Barber	200	$584.00
		TOTAL	**1200**	**$3504.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 3 semesters)	$225.00
Barber Kit and all textbooks (First Semester Only)	$ 840.00
Tool Case and Etch Hair Pattern Pencils	$100.00
Lab Fee ($200.00 per semester x 3 semesters)	$600.00
Barber Jacket	$30.00
Approximate Total Program Cost	$5299.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

AGE:	16 years or older
DIPLOMA:	N/A
TABE:	MATH 9.0
	LANGUAGE 9.0
	READING 9.0
	Or met other basic skill requirements

Industry Certification

Licensed Barber

To become a licensed Barber in the state of Florida, an individual must be at least 16 years of age (or have received a high school diploma), have completed a minimum of 1200 hours of training as established by the Barber's Board, made application to the Florida Department of Business and Professional Regulation, paid all test fees and passed the licensure examination.

Potential Earnings

Graduates of this program earn an average of $9.35 to $30.00 per hour.

Employers of Graduates

Zack's In & Out, Hairsmith, Renegade, Northwood Mall Barber Shop, Randazzles Hair Company, Changes Hair Salon, Stylish Shears, Ambiance, Toppers Salon, Master Cuts, Shear Image, Jerry's Barbershop, Super Cuts, and Haute Headz

Program Completion Rate	70%
Program Placement Rate	95%
Program Licensure	95%

COSMETOLOGY

Program D500100   1200 HOURS   PELL ELIGIBLE
CIP 0612040102   40 WEEKS

Program Description
The Cosmetology program is designed to prepare students for employment as a licensed hairdresser and cosmetologist. Instruction is designed to qualify students for employment upon successfully obtaining a cosmetology license. Specialized instruction and practical experience in hair, nail, and skin care procedures; related chemistry; anatomy; physiology; safety; and Florida Cosmetology Law are combined with communication and leadership skills to provide our graduates a "cutting edge" in the cosmetology industry.

This program requires full-time enrollment.

Occupation Description
There is a variety of employment opportunities upon successful completion of the cosmetology program and licensure. Graduates can pursue jobs as nail technicians, facial specialists, estheticians, hairstylists, makeup stylists as well as many other careers in the design and entertainment industries.

Program Structure
The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
CSP0009		Grooming and Salon Services, Facials and Nails	225	$657
COS0002	A	Cosmetologist and Hairdresser 1	300	$876.00
COS0003		Cosmetologist and Hairdresser 2	300	$876.00
COS0009		Cosmetologist and Hairdresser 3	375	$1095
		TOTAL	**1200**	**$3504.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 3 semesters)	$225.00
Miscellaneous Fees: Cosmetology Kit and all textbooks (Freshman & Senior kit sold separately)	$ 830.00
Lab Fee ($200.00 per semester x 3 semesters)	$600.00
Scrubs - Navy-Freshmen; Black -Senior ($30.00per set x 2 sets)	$60.00
Approximate Total Program Cost	$5219.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 8.0
                LANGUAGE 8.0
                READING 9.0
                Or met other basic skill requirements

Industry Certification

Licensed Cosmetologist
To become a licensed cosmetologist in the state of Florida, an individual must be at least 16 years of age (or have received a high school diploma), have completed a minimum of 1000 hours of training as established by the Board of Cosmetology, made application to the Florida Department of Business and Professional Regulation, paid all test fees and passed the licensure examination.

Potential Earnings

Graduates of this program earn an average of $12.00 to $60.00 per hour.

Employers of Graduates

Independent salons, franchise salons, full-service salons, day spa salons, national chain salons, specialty salons, and retail salons

Program Completion Rate   70%
Program Placement Rate   100%

CAREER IN A YEAR!

APPLIED CYBERSECURITY

Program Y100300   750 HOURS   PELL ELIGIBLE
CIP 0511100302   25 WEEKS

Program Description

Cybersecurity is one of the most rapidly growing areas in the IT industry. Candidates are in large demand in all facets of government, education, and business. Cybersecurity is the branch of computer science that studies cyber threats in order to develop tools and strategies that help provide for a stable, safe and resilient cyberspace. This 25-week hands-on program will give students real world security scenarios. Students learn to protect computers from hackers, secure wireless networks, protect computers from malware and identify security threats.
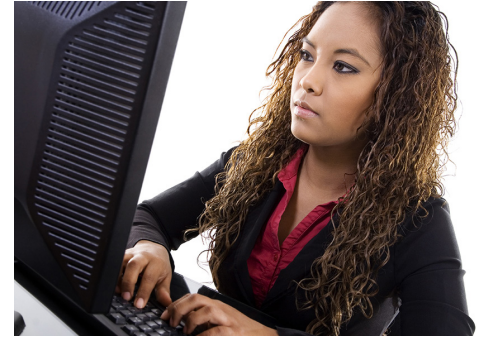
This program is eligible for full-time or part-time enrollment.

Occupation Description

Information Security Analysts: Plan, implement, upgrade, or monitor security measures for the protection of computer networks and information. May ensure appropriate security controls are in place that will safeguard digital files and vital electronic infrastructure. May respond to computer security breaches and viruses.

Program Structure

The following table illustrates the PSAV program structure:
Please note: All students complete CTS0018 Cybersecurity Associate and one additional course from the list below.

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
CTS0018	A	Cybersecurity Associate	600	$1752.00
CTS0019		Information Security Manager OR	150	$438.00
CTS0021		Data Security Specialist OR	150	$438.00
CTS0060	B	Software Security Specialist OR	150	$438.00
CTS0085		Web Security Specialist OR	150	$438.00
CTS0089		Information Security Administrator	150	$438.00
		TOTAL	**750**	**$3942.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 2 semesters)	$150.00
Lab Fee ($250.00 per semester x 2 semesters)	$500.00
Textbooks (estimate only - based on course selection)	$700.00
Approximate Total Program Cost	$5292.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 10.0
            LANGUAGE 9.0
            READING 9.0
            Or met other basic skill requirements

Industry Certifications:

CIW Network Technology Associate
CompTIA Security+
TestOut Security Pro
CIW Web Security Associate
CIW Web Security Professional
CIW Web Security Specialist
Testing Fees may apply

Potential Earnings

Graduates of this program earn an average of $10.00 to $14.00 per hour.

Employers of Graduates

Florida State University, Florida Department of Banking and Finance, Florida Department of Children and Families, Florida Department of Revenue, and Leon County Schools

Program Completion Rate   New Program
Program Placement Rate   New Program

CAREER IN A YEAR!

CLOUD COMPUTING & VIRTUALZATION

Program Y100400   900 HOURS   PELL ELIGIBLE
CIP 0511100303   30 WEEKS

Program Description

This program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers such as a computer support assistant, network support technician, cloud specialist, cloud virtualization engineer in the Information Technology career cluster. It also provides technical skill proficiency, and includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of the Information Technology career cluster.

The content includes but is not limited to instruction in computer literacy; software application support; basic hardware configuration and troubleshooting; networking technologies, troubleshooting, security, and administration; and customer service and human relations skills. This program is eligible for full-time or part-time enrollment.

Occupation Description

Cloud Computing Specialist
Cloud Virtualization Specialist

Program Structure

The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
OTA0040	A	Information Technology Assistant	150	$438.00
EEV0504	B	Computer Support Assistant	150	$438.00
CTS0026	C	Network Support Technician	150	$438.00
CTS0054	D	Cloud Analyst	150	$438.00
CTS0056	E	Cloud Virtualization Specialist	300	$876.00
		TOTAL	**900**	**$2628.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 2 semesters)	$150.00
Lab Fee ($250.00 per semester x 2 semesters)	$500.00
Textbooks (estimate only - based on course selection)	$350.00
Approximate Total Program Cost	$3628.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 9.0
            LANGUAGE 9.0
            READING 9.0
            Or met other basic skill requirements

Industry Certification:

Cloud Virtualization Specialist
Testing Fees may apply

Potential Earnings

New Program

Employers of Graduates

New Program

Program Completion Rate   New Program
Program Placement Rate   New Program

CAREER IN A YEAR!

WEB DEVELOPMENT

Program Y700100   1050 HOURS   PELL ELIGIBLE
CIP 0511080100   35 WEEKS

Program Description

The Web Development program offers self-paced, hands-on instruction in the latest technical skills to individuals who are training for careers in the field of Web Development. This program offers a sequence of courses that provides coherent and rigorous content with challenging academic standards and relevant technical knowledge and skills necessary to obtain entry-level positions for careers in the field. Over the course of the program, each student creates a number of projects that serve as a portfolio of work that may be presented to prospective employers.

This program is eligible for full-time or part-time enrollment.

Occupation Description

Design, create, and modify web sites. Analyze user needs to implement web site content, graphics, performance, and capacity. May integrate web sites with other computer applications. May convert written, graphic, audio, and video components to compatible web formats by using software designed to facilitate the creation of web and multimedia content.

The ability to apply logical thinking to problem solving is critical to one's success in this field. Students should also possess excellent reading skills, as the web development profession requires one to read and comprehend a large volume of technical material. Creativity and artistic ability are also essential.

Program Structure

The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
OTA0040	A	Information Technology Assistant	150	$438.00
CTS0070	B	Web Design Foundations	150	$438.00
CTS0071		Web Interface Design	150	$438.00
CTS0049	C	Web Scripting	150	$438.00
CTS0015		Web Media Integration	150	$438.00
CTS0016	D	Web E-commerce	150	$438.00
CTS0017		Web Interactivity	150	$438.00
		TOTAL	**1050**	**$3066.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 2 semesters)	$150.00
Lab Fee ($160.00 per semester x 2 semesters)	$320.00
Textbooks	$380.00
Approximate Total Program Costs	$3916.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 9.0
            LANGUAGE 9.0
            READING 9.0
            Or met other basic skill requirements

Industry Certifications:

Adobe Certified Associate (Dreamweaver)
Adobe Certified Associate (Flash)
Adobe Certified Associate (Photoshop)
Adobe Certified Associate (Premiere Pro)
Microsoft Office Specialist (MOS)

Potential Earnings

Graduates of this program earn an average of $27,000 to $32,000 per year.

Employers of Graduates

Florida Supreme Court, State of Florida, Florida Fish & Wildlife Conservation Commission, Innovative Technologies Group, Inc., Effective Communication & Design, 180 Communications, Infinity Software Development

Program Completion Rate   81%
Program Placement Rate   100%

CAREER IN A YEAR!

WELDING TECHNOLOGY

Program J400400   1050 HOURS   PELL ELIGIBLE
CIP 0648050805   35 WEEKS

Program Description
Welding Technology prepares students in the basic and the necessary advanced skills in the welding field. The program teaches welding techniques used in the workforce such as: SMAW-shielded metal arc welding, GMAW-gas metal arc welding, FCWA-flux core arc welding, and GTAW-gas tungsten arc welding. Different types of oxygen and acetylene cutting and welding techniques and proper safety precautions are also covered. The program is certified through the AWS (American Welding Society).

Occupation Description
The Welding Technology program is designed to prepare students for employment or advanced training in a variety of occupations in the welding industry. This program focuses on broad, transferable skills and stresses understanding and demonstration of the following elements of the welding industry; planning, management, finance, technical and product skills, underlying principles of technology, labor issues, community issues and health, safety, and environmental issues.

This program requires full-time enrollment.

Program Structure
The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
PMT0070	A	Welder Assistant 1	150	$438.00
PMT0071		Welder Assistant 2	150	$438.00
PMT0072	B	Welder, SMAW 1	150	$438.00
PMT0073		Welder, SMAW 2	150	$438.00
PMT0074	C	Welder	450	$1314.00
		TOTAL	**1050**	**$3066.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 2 semesters)	$150.00
Basic Welding Gear (welding hood, welding jacket, glasses, hammer, welding gloves, measuring tape, welding jacket, access) (First Semester Only)	$352.00
Lab Fee ($850.00 per semester x 2 semesters)	$1700.00
Textbook Fees (Pearson Access Cards)	TBA
Approximate Total Program Costs	$5268.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 9.0
            LANGUAGE 9.0
            READING 9.0
            Or met other basic skill requirements

Industry Certification:

American Welding Society (AWS) Certification
Other testing fees may apply

Potential Earnings

Graduates of this program earn an average of $12.00 to $30.00 per hour.

Employers of Graduates

Kelly Sheet Metal, W.W. Gay, Zachary Construction, Aker Construction, Bechtel, Jackson Cook, Kelly Brothers, Performance Construction, Yates Construction, United Association of Plumbers and Pipefitters

Program Completion Rate   87%
Program Placement Rate   100%

WELDING TECHNOLOGY ADVANCED

Program J400410   750 HOURS   PELL ELIGIBLE
CIP 0648050806   25 WEEKS

Program Description
The Welding Technology - Advanced program is designed to prepare students for employment or advanced training in a variety of occupations in the welding industry. This program focuses on broad, transferrable skills stressing the understanding of the following elements of the welding industry: planning, management, finance, technical and product skills, underlying principles of technology, labor issues, community issues, health and safety, and environmental issues.

Occupation Description
After successfully completing the advanced program, the student will be able to perform the following: apply intermediate to advanced skills using shield metal arc welding (SMAW) process for pipe welding on carbon steel pipe from schedule 40 (intermediate) to heavy wall pipe (advanced); apply advanced gas-tungsten arc welding (GTAW) pipe skills on carbon steel and stainless steel alloys; apply and understand fabrication techniques; and apply emerging welding techniques. New technology will consist of orbital welding, CNC plasma cutting, along with downhill pipe welding and/or advanced aluminum.

This program requires full-time enrollment.

Program Structure
The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
PMT0075	A	Advanced Welder 1	600	$1752.00
PMT0076	B	Advanced Welder 2	150	$438.00
		TOTAL	**750**	**$2190.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 2 semesters)	$150.00
Miscellaneous Fees: Advanced Welding Gear Kit: Tote Bag, Tig Rig & Gauge, Pliers, Consumables for Tig Rig. (First Semester Only)	$ 369.00
Lab Fee ($850.00 per semester x 2 semesters)	$1700.00
Textbook Fees (Pearson Access Cards)	TBA
Approximate Total Program Costs	$4409.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 9.0
               LANGUAGE 9.0
               READING 9.0
               Or met other basic skill requirements

Industry Certifications:

American Welding Society (AWS) Certification (Price TBA)
Certified Welder –NCCER Level 1,2,3,4 Other testing fees may apply

Potential Earnings

Graduates of this program earn an average of $24.00 to $55.00 per hour.

Employers of Graduates

W.W. Gay, Zachary Construction, Aker Construction, KBR, Bechtel, Kelly Brothers, Performance Construction, Yates Construction, United Association of Plumbers and Pipefitters

Program Completion Rate   New Program
Program Placement Rate   New Program

CAREER IN A YEAR!

AUTOMOTIVE SERVICE TECHNOLOGY 1

Program T400700   1050 HOURS   PELL ELIGIBLE
CIP 0647060411   35 WEEKS

Program Description

The Automotive Services Technology program trains the student with the latest software, simulators, and diagnostic equipment in all phases of automotive services and electronics technologies. The program combines classroom instruction with hands-on laboratory training in the troubleshooting, service, and repair of automotive systems as well as a platform for continuing education or employment in a rewarding, high-wage career. The progam provides comprehensive skills enhancement training in the following automotive service areas: engine repair, automatic transmission/transaxles, braking systems, engine performance, manual drivetrains/transaxles, suspensions/steering systems, heating and A/C systems and electrical/electronic systems. Program provides a gateway for current and qualifying future technicians with practical exercises in a wide range of electronics fundamentals as it applies to today's technologically sophisticated simulators and vehicles featuring electronic fuel injection, computerized controlled ignition systems, starting systems, accessory systems, anti-lock braking systems, and electronic emission control systems. This program develops a mastery of the applications of electronics though practical skills training, problem solving methods, real-time simulations and live work experience. Valid Driver's License required FOR all students.

This program is eligible for full-time or part-time enrollment.

Occupation Description

Diagnose, service, repair, or overhaul automotive vehicles.

Program Structure

The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
AER0014	A	Automobile Services Assistor	300	$876.00
AER0418	B	Automotive Brake System Tech	150	$438.00
AER0453	C	Automobile Suspension & Steering Tech	150	$438.00
AER0360	D	Automotive Electrical/ Electronic System Tech	300	$876.00
AER0110	E	Engine Repair Tech	150	$438.00
		TOTAL	**1050**	**$3066.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 2 semesters)	$150.00
Lab Fee ($150.00 per semester x 2 semesters)	$300.00
Textbooks (Estimated)	$350.00
Tool Kit including tire pressure tester, tread depth gauge, safety glasses, ear buds	$9.95
Approximate Total Program Cost	$3875.95

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

NOTE: It is recommended that students complete OCP-A (Automobile Services Assistor) and/or demonstrate mastery of the outcomes in OCP-A prior to enrolling in additional Automotive Service Technology courses. The sequence of OCP's, after completing and/or demonstrating mastery of OCP-A, is at the discretion of the instructor.

Program Admission Requirements
AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 10.0
              LANGUAGE 9.0
              READING 9.0
              Or met other basic skill requirements
              Valid driver's license required for all students.

Industry Certifications:
ASE - Automobile & Light Truck Certification Tests
A1 – Engine Repair
A4 – Suspension & Steering
A5 – Brakes
A6 – Electrical/Electronic Systems
Testing Fees may apply

Potential Earnings
Graduates of this program earn an average of $12 to $25 per hour.

Employers of Graduates
Tallahassee Ford Lincoln, Proctor Honda, Dale Earnhart Jr. Chevrolet, Dale Earnhart Jr. Buick, GMC, Cadillac, Tallahassee Dodge Chrysler Jeep, Kraft Nissan, Legacy Toyota, Capital Eurocars, Kia Autosport, City Hyundai, City of Tallahassee (Fleet), ManTech International, Sears Auto Center, Tire Kingdom Auto Center, Tires Plus, Shiver Diesel, Neece Tire, Pep Boys, Leon County Schools

Program Completion Rate   67%
Program Placement Rate   100%

AUTOMOTIVE SERVICE TECHNOLOGY 2

Program T400800   750 HOURS   PELL ELIGIBLE
CIP 0647060412   25 WEEKS

Program Description
This is the second program in Automotive Service Technology. The Automotive Services Technology program trains students with the latest software, simulators, and diagnostic equipment in all phases of automotive services and electronics technologies. The program combines classroom instruction with hands-on laboratory training in the troubleshooting, service, and repair of automotive systems as well as a platform for continuing education or employment in a rewarding, high-wage career. The program offers comprehensive skills enhancement training in the following automotive service areas: engine repair, automatic transmission/transaxles, braking systems, engine performance, manual drivetrains/transaxles, suspensions/steering systems, heating and A/C systems and electrical/electronic systems. The Program provides a gateway for current and qualifying future technicians with practical exercises in a wide range of electronics fundamentals as it applies to today's technologically sophisticated simulators and vehicles featuring electronic fuel injection, computerized controlled ignition systems, starting systems, accessory systems, anti-lock braking systems, and electronic emission control systems. This program develops a mastery of the applications of electronics though practical skills training, problem solving methods, real-time simulations and live work experience. Valid Driver's License required FOR all students.

This program is eligible for full-time or part-time enrollment.

Occupation Description
Diagnose, service, repair, or overhaul automotive vehicles.

Proram Structure
The following table illustrates the PSAV program structure:

COURSE NUMBER AUTOMOTIVE SERVICE TECHNOLOGY 2	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
AER0503	A	Automotive Engine Performance Techician	300	$876.00
AER0257	B	Automatic Transmission & Transaxle Technician	150	$438.00
AER0274	C	Manual Drivetrain & Axle Technician	150	$438.00
AER0172	D	Automotive Heating & Air Conditioning Technician	150	$438.00
		TOTAL	**750**	**$2190.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 1 semester)	$75.00
Lab Fee ($150.00 per semester x 1 semester)	$150.00
Textbooks (Estimated)	$350.00
Approximate Total Program Cost	$2765.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

It is recommended that students complete OCP-A (Automobile Services Assistor) and/or demonstrate mastery of the outcomes in OCP-A prior to enrolling in additional Automotive Service Technology courses. The sequence of OCP's, after completing and/or demonstrating mastery of OCP-A, is at the discretion of the instructor.

Program Admission Requirements
AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 10.0
           LANGUAGE 9.0
           READING 9.0
           Or met other basic skill requirements
           Valid driver's license required for all students.

Industry Certifications:
ASE - Automobile & Light Truck Certification Tests
Automotive Service Technology 2
ASE Auto & Light Truck - A8 - Engine Performance
ASE -Advanced Engine Performance Specialist - L1
ASE Auto & Light Truck - A2 - Auto Transmission/Transaxle
ASE Auto & Light Truck - A3 - Manual Drive Train & Axles
ASE Auto & Light Truck - A7 - Heating & Air Conditioning
Testing Fees may apply

Potential Earnings
Graduates of this program earn an average of $12 to $25 per hour.

Employers of Graduates
Tallahassee Ford Lincoln, Proctor Honda, Dale Earnhart Jr. Chevrolet, Dale Earnhart Jr. Buick, GMC, Cadillac, Tallahassee Dodge Chrysler Jeep, Kraft Nissan, Legacy Toyota, Capital Eurocars, Kia Autosport, City Hyundai, City of Tallahassee (Fleet), ManTech International, Sears Auto Center, Tire Kingdom Auto Center, Tires Plus, Shiver Diesel, Neece Tire, Pep Boys, Leon County Schools

Program Completion Rate   67%
Program Placement Rate   100%

AUTOMOTIVE SERVICES TECHNOLOGY CNG/LPG

Program T4001100   1200 HOURS   PELL ELIGIBLE
CIP 0647060420   40 WEEKS

Program Description

The Automotive Services Technology CNG/LPG program trains students with the latest software, simulators, and diagnostic equipment in all phases of automotive services and electronics technologies. The program combines classroom instruction with hands-on laboratory training in the troubleshooting, service, and repair of automotive CNG/LPG systems as well as a platform for continuing education or employment in a rewarding, high-wage career. The program offers comprehensive skills enhancement training in the following automotive CNG/LPG service areas: electrical/electronic systems, engine performance systems, compressed natural gas and liquid propane gas. The program provides a gateway for current and qualifying future technicians with practical exercises in a wide range of electronics fundamentals as it applies to today's technologically sophisticated simulators and vehicles featuring electronic fuel injection, computerized controlled ignition systems, and electronic emission control systems. This program develops a mastery of the applications of electronics though practical skills training, problem solving methods, real-time simulations and live work experience. VALID DRIVER'S LICENSE IS REQUIRED FOR ALL STUDENTS.

This program is eligible for full-time or part-time enrollment.

Occupation Description

Completing this course will enable you to: Understand theory, equipment, safety, and good work practices; develop a working knowledge of the types of cylinders and fuel system components used in CNG vehicle systems; visually inspect CNG cylinders and fuel system components for damage and deterioration; describe construction techniques and material types used in CNG cylinder manufacturing; vent and store CNG cylinders safely; recognize various failure models; safely and confidently handle CNG cylinders and fuel lines related to the system; perform required reporting procedures; and become a certified CNG Fuel System Inspector by passing the CSA International standardized certification test for cylinder inspection. (CSA International is a recognized certification and standards organization). This course along with study will help prepare you for the certification exam which is available at CSA International. Hands-on activities will provide participants with the opportunity to perform CNG vehicle fuels system inspections themselves on a CNG vehicle.

Program Structure
The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
AER0014	A	Automobile Services Assistor	300	$876.00
AER0360	B	Automotive Electrical/Electronic System Tech	300	$876.00
AER0503	C	Automotive Engine Performance Technician	300	$876.00
AER0871	D	Automotive Compressed Natural Gas Technician	150	$438.00
AER0872	E	Automotive Liquid Propane Gas Technician	150	$438.00
		TOTAL	**1200**	**$3504.00**

Additional Costs:	
Registration Fee ($75.00 per semester x 3 semesters)	$225.00
Lab Fee ($150.00 per semester x 3 semesters)	$450.00
Textbooks (Estimated)	$500.00
Approximate Total Program Cost	$4679.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

NOTE: It is recommended that students complete OCP-A (Automobile Services Assistor) and/or demonstrate mastery of the outcomes in OCP-A prior to enrolling in additional Automotive Service Technology courses. The sequence of OCP's, after completing and/or demonstrating mastery of OCP-A, is at the discretion of the instructor.

Program Admission Requirements
AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 10.0
            LANGUAGE 9.0
            READING 9.0
            Or met other basic skill requirements
            Valid driver's license required for all students.

Industry Certifications:
CSA – Certified CNG Fuel System Inspector
ASE – Alternate Fuels Certification - F1
Testing Fees may apply

Potential Earnings
Graduates of this program earn an average of $12.00 to $25.50 per hour.

Employers of Graduates
Tallahassee Ford Lincoln, Proctor Honda, Dale Earnhart Jr. Chevrolet, Dale Earnhart Jr. Buick, GMC, Cadillac, Tallahassee Dodge Chrysler Jeep, Kraft Nissan, Legacy Toyota, Capital Eurocars, Kia Autosport, City Hyundai, City of Tallahassee (Fleet), ManTech International, Sears Auto Center, Tire Kingdom Auto Center, Tires Plus, Shiver Diesel, Neece Tire, Pep Boys, Leon County Schools

Program Completion Rate   New Program
Program Placement Rate   New Program

AVIATION AIRFRAME MECHANICS

Program T640300   1350 HOURS   PELL ELIGIBLE
CIP 0647060703   45 WEEKS

Program Description

The Aircraft Airframe and Powerplant (A&P) Technician profession offers a vast array of career opportunities ranging from general aviation to commercial aviation; from aircraft or component manufacturers to aircraft repair and overhaul at both domestic and foreign fixed base operations. Aviation Maintenance Technology consists of two programs with one common core and two additional occupational completion points (per program) and is designed to train students in the skills, knowledge, and related abilities necessary for entry into the aviation maintenance profession. The student will be prepared for the Federal Aviation Administration Airframe and Powerplant (A&P) Certification.

Aviation General Maintenance Technician: Introduction to required subjects and skills in preparation for the FAA Airframe and Powerplant (A&P) Certification.

Airframe Maintenance Technician: Subjects include sheet metal structures, composites, rigging, aircraft airframe systems, instruments, communication and navigation systems which are all required preparation for FAA Airframe and Powerplant (A&P) Certification.

This program is eligible for full-time or part-time enrollment.

Occupation Description

Aviation maintenance technicians (often called Aircraft Mechanics and Service Technicians- AMST) overhaul, diagnose, adjust, repair overhaul aircraft engines and assemblies. Graduates of this program work in Fixed Base Operations (FBO) Airline, Manufacture, or FAA repair stations. Aviation technicians can expect steady work because changes in the economy have little effect on the aviation service industry.

Program Structure

The following table illustrates the PSAV program structure:

COURSE NUMBER AVIATION AIRFRAME MECHANIC	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
AMT0705*	A	Aviation General Maintenance Technician Helper	450	$1314.00
AMT0765	B	Aviation Maintenance Technician with FAA Airframe Rating 1	450	$1314.00
AMT0766		Aviation Maintenance Technician with FAA Airframe Rating 2	450	$1314.00
		TOTAL	**1350**	**$3942.00**

*Please note: AMT0705 (Aviation General Maintenance Technician Helper) is the first in both program sequences for Aviation Airframe and Powerplant. If both programs are completed, it will only need to be taken once.

Additional Costs:	
Registration Fee ($75.00 per semester x 3 semesters)	$225.00
Lab Fee ($200.00 per semester x 3 semesters)	$600.00
Textbooks	$440.00
Goggles, Earplugs	$10.00
5 Lively Technical Center Aviation t-shirts	$75.00
Aviation Maintenance Tools (required for class upon completion of Aviation General Maintenance)	$600.00
Approximate Total Program Cost	$5892.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements
AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 10.0
                LANGUAGE 9.0
                READING 10.0
                Or met other basic skill requirements

Industry Certifications:
FAA Aviation Maintenance Technician - General
FAA Aviation Mechanic Technician – Airframe
FAA Aviation Mechanic Technician - Powerplant

Potential Earnings
Graduates of this program earn an average of $17.00 to $30.00 per hour.

Employers of Graduates
Aero Associates, Cessna Aircraft, ComAir, Pratt & Whitney, US Air Express, US Air, United Space Alliance, Raytheon, DynCorp, FedEx, Northwest Airlines, Maule Air, Inc., Delta Airlines, TIMCO Aviation Services, Inc., Flightline, Department of Agriculture – Division of Forestry, Vertex Aerospace

Program Completion Rate   Airframe 75%
Program Placement Rate   Airframe 100%
Licesnsure   Airframe 89%

AVIATION POWERPLANT MECHANICS

Program T640400   1350 HOURS   PELL ELIGIBLE
CIP   0647060801   45 WEEKS

Program Description
The Aircraft Airframe and Powerplant (A&P) Technician profession offers a vast array of career opportunities ranging from general aviation to commercial aviation, from aircraft or component manufacturers to aircraft repair, and overhaul at both domestic and foreign fixed base operations. Aviation Maintenance Technology consists of two programs with one common core and two additional occupational completion points (per program), and is designed to train students in the skills, knowledge, and related abilities necessary for entry into the aviation maintenance profession. The student will be prepared for the Federal Aviation Administration Airframe and Powerplant (A&P) Certification.

Aviation General Maintenance Technician: Introduction to required subjects and skills in preparation for the FAA Airframe and Powerplant (A&P) Certification.

Powerplant Maintenance Technician: Subjects include reciprocating and turbine engines, propeller and powerplant systems which are all required preparation for FAA Airframe and Powerplant (A&P) Certification.

This program is eligible for full-time or part-time enrollment.

Occupation Description
Aviation maintenance technicians (often called Aircraft Mechanics and Service Technicians- AMST) overhaul, diagnose, adjust, repair overhaul aircraft engines and assemblies. Graduates of this program work in Fixed Base Operations (FBO) Airline, Manufacture, or FAA repair stations. Aviation technicians can expect steady work because changes in the economy have little effect on the aviation service industry.

Program Structure
The following table illustrates the PSAV program structure:

COURSE NUMBER AVIATION POWERPLANT MECHANIC	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
AMT0705*	A	Aviation General Maintenance Technician Helper	450	$1314.00
AMT0775	B	Aviation Maintenance Powerplant Technician 1	450	$1314.00
AMT0776		Aviation Maintenance Powerplant Technician 2	450	$1314.00
		TOTAL	**1350**	**$3942.00**

*Please note: AMT0705 (Aviation General Maintenance Technician Helper) is the first in both program sequences for Aviation Airframe and Powerplant. If both programs are completed, it will only need to be taken once.

Additional Costs:	
Registration Fee ($75.00 per semester x 3 semesters)	$225.00
Lab Fee ($200.00 per semester x 3 semesters)	$600.00
Textbooks	$440.00
Goggles, Earplugs	$10.00
5 Lively Technical Center Aviation t-shirts	$75.00
Aviation Maintenance Tools (required for class upon completion of Aviation General Maintenance)	$600.00
Approximate Total Program Cost	$5892.00

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Program Admission Requirements

AGE: 16 years or older
DIPLOMA: N/A
TABE: MATH 10.0
                  LANGUAGE 9.0
                  READING 10.0
                  Or met other basic skill requirements

Industry Certifications:

FAA Aviation Maintenance Technician - General
FAA Aviation Mechanic Technician – Airframe
FAA Aviation Mechanic Technician - Powerplant

Potential Earnings

Graduates of this program earn an average of $17.00 to $30.00 per hour.

Employers of Graduates

Aero Associates, Cessna Aircraft, ComAir, Pratt & Whitney, US Air Express, US Air, United Space Alliance, Raytheon, DynCorp, FedEx, Northwest Airlines, Maule Air, Inc., Delta Airlines, TIMCO Aviation Services, Inc., Flightline, Department of Agriculture – Division of Forestry, Vertex Aerospace

Program Completion Rate   Powerplant 73%
Program Placement Rate   Powerplant 100%
Licensure   Powerplant 88%
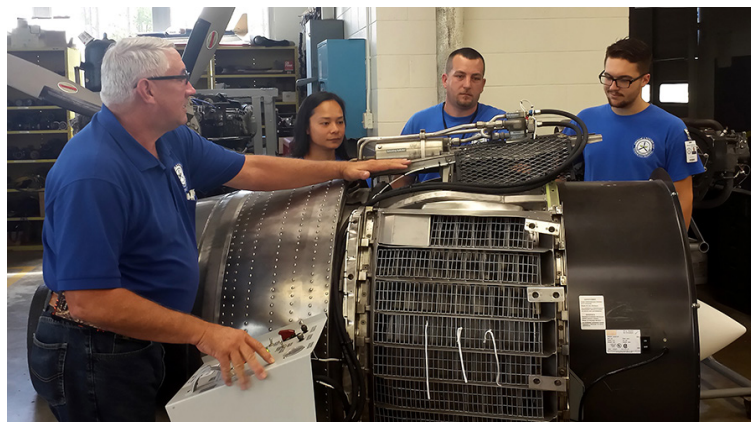
FACIALS SPECIALTY

Program I120424   260 HOURS
CIP 0612040805   NOT PELL ELIGIBLE

Program Description

The Facials Specialty program is designed to prepare students for employment as a certified facial/ skin care specialist. Instruction is designed to qualify students for employment upon successfully obtaining a manicure, pedicure, nail specialist certification from the Department of Professional Regulations Cosmetology Board. Specialized instruction and practical experience in various facial and skin care procedures, the art of makeup, related chemistry, anatomy, physiology, safety, sanitation, and Florida Cosmetology Law are combined with communication and leadership skills to provide our graduates with a "cutting edge" in the skin care industry.

Program Structure

The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
CSP00265	A	Facials/ Skin Care Specialists	260	$759.20

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Additional Costs:	
Registration Fee	$75.00
Textbooks (estimated cost)	$302.00
Lab Fee (estimated cost)	$100.00
Skin Care Kit (estimated cost)	$215.00
Approximate Total Program Cost	$1451.20

Program Admission Requirements

AGE: 16 years or older (or received a high school diploma)

Program Completion Rate   New Program
Program Placement Rate   New Program

NAILS SPECIALTY

Program l120414   240 HOURS
CIP 0612041004   NOT PELL ELIGIBLE

Program Description

The Nails Specialty program is designed to prepare students for employment as a certified nail specialist. Instruction is designed to qualify students for employment upon successfully obtaining a manicure, pedicure, nail specialist certification from the Department of Professional Regulations Cosmetology Board. Specialized instruction and practical experience in manicuring, pedicuring and various nail extension procedures, related chemistry, anatomy, physiology, safety, sanitation and Florida Cosmetology Law are combined with communication and leadership skills to provide our graduates with a "cutting edge" in the nail care industry.

Program Structure

The following table illustrates the PSAV program structure:

COURSE NUMBER	OCP	COURSE TITLE	COURSE LENGTH	Florida Resident Tuition Per Term
CSP0015	A	Manicurist and Pedicurist	240	$700.80

Please note: Non-Florida Resident Tuition rates are available on our website at www.Livelytech.com

Additional Costs:	
Registration Fee	$75.00
Textbooks (estimated cost)	$302.00
Lab Fee	$100.00
Nail Kit (Estimated cost)	$195.00
Approximate Total Program Cost	$1372.80

Program Admission Requirements

AGE: 16 years or older (or received a high school diploma)

Program Completion Rate   New Program
Program Placement Rate   New Program

ONLINE CONTINUING EDUCATION COURSES

Lively Technical Center provides continuing education course options that directly align with essential professional skills. Through virtual partnerships with leading online course providers, we make it possible for you to develop the skills you need for professional advancement or personal enrichment.

Lively presents over 450 instructor-led non-credit online courses that can be taken anytime, from anywhere, 24 hours a day, 7 days a week – no traveling, no fixed schedule necessary. These affordable classes vary in length from six-weeks to six-months. Most courses also provide CEUs for professional recertification upon satisfactory completion.

All courses are led by expert instructors, many of whom are nationally known authors. These dynamic professionals will engage you in discussions with your fellow students, and provide plenty of practical information that you can put to immediate use. Each course contains lessons, quizzes, hands-on assignments, discussions, supplementary links, and more. In most cases, no additional materials are necessary since the content is contained within the course.

Our online courses cover a broad array of topics and we have frequent new additions. Please visit the Professional Education page on our website at http://livelytech.com/ce to see a detailed listing of available courses, along with descriptions, start dates, course fees and online registration.

Business & Career courses focus on business skill development in accounting, finance, management, office procedures and communications as well as professional development opportunities for teachers.

Computer & Information Technology courses focus on skill development in a wide range of computer applications, including software usage, information management, networking and programming, website development and prep courses leading to in-demand technology certifications.

Health & Public Service courses focus on skill development in healthcare and medical subject matter, including health information management, prep courses leading to professional certifications and courses needed to meet employment requirements in the healthcare professions.

Trades & Service Industry courses focus on skill development in construction trades, transportation, personal services and other industries leading to career enhancement, license endorsements or industry certification.

Personal Enrichment courses provide a wide range of learning opportunities to enhance personal skills and help participants enrich their daily lives, including everything from art to improving writing skills, fitness and nutrition to gardening, green living and home improvement.

Our online courses are relevant, affordable, convenient, and recommended for anyone from the internet novice to advanced users.

Requirements:
All courses require Internet access, E-mail, Microsoft Internet Explorer, or Firefox web browsers. In most cases all of the required materials (books, workbooks, or software) are included. Some courses may have additional requirements and will be presented in individual course descriptions.

VIRTUAL PARTNERS FOR OUR ONLINE CONTINUING EDUCATION COURSES

Ed2Go

Whether you're looking for professional development or personal enrichment, these six- week online courses are the perfect way to learn a new skill or enhance your existing ones. Expert instructors develop and lead every course, and you'll be able to interact with them and fellow students in lively online discussion areas. New sessions start every month, so you can sign up anytime.

Course lessons are presented in a text-based format with step-by-step instructions. This allows anyone, from the internet novices to advanced users, to easily follow the materials. Because you can delve into the classroom without having to learn a new interface, this format is specially recommended for those new to taking courses online.

Ed2Go Career Training Programs

These career-focused online courses are designed to give you the latest, most up-to-date skills necessary to acquire professional caliber positions in many in-demand occupations. You can start these career training programs anytime and work at a pace that suits your individual style. You'll have access to all lessons and assignments from day one with up to six months to complete. Most materials are included and you'll receive all the instructor assistance you need to have a truly comprehensive learning experience.

Escoffier

Learn to prepare restaurant-quality meals in the comfort and convenience of your own home. The Lively Technical Center, in partnership with the Escoffier Online Culinary Academy, offers you a professional chef's curriculum via richly detailed video tutorials and collaborative, interactive online cooking experiences with classically trained chefs and classmates. This groundbreaking Culinary Arts program is broken down into four courses. You will have access to the self-paced, entirely online program for one year from the time of your enrollment.

360training.com

Whether you are returning to school, cross-training or entering a new field, these highly-focused career training programs give you the most widely used, important job skills needed in the workforce. These courses are delivered online with instructor support provided throughout your training. Resources in print format are included when appropriate and in the best interest of the student. They are offered as open enrollment, so you can start any time. You'll have regular access to career counselors and instructors who work with you as you master the material and move towards completion.

PSAV BASIC SKILLS REQUIRED

PASV BASIC SKILLS REQUIRED						
PASV PROGRAMS **MINIMUM BASIC SKILLS GRADE LEVELS** **MATHEMATICS, LANGUAGE & READING**						
Program Title	Delivery Method	CIP #	Clock Hours	M	L	R
ARCHITECTURE AND CONSTRUCTION						
Air Conditioning, Refrigeration & Heating Technology 1	T	0647020304	750	10	9	9
Air Conditioning, Refrigeration & Heating Technology 2	T	0647020305	600	10	9	9
Carpentry 1	T	0646020111	600	9	9	9
Carpentry 2	T	0646020112	600	9	9	9
Electricity	T	0646030202	1200	9	9	9
ARTS/ AV TECHNOLOGY & COMMUNICATION						
Commercial Photography Technology 1	T	0648020405	700	9	9	9
Commercial Photography Technology 2	T	0648020406	950	9	9	9
Digital Design 1	T	0507080107	600	9	9	9
Digital Design 2	T	0507080108	600	9	9	9
Digital Media/Multimedia Design	T	0609070208	1050	10	10	10
BUSINESS MANAGEMENT & ADMNIISTRATION						
Accounting Operations	T	0507010102	900	10	10	10
Administrative Office Specialist	T	0507040103	1050	10	10	10
Legal Administrative Specialist	T	0507060403	1050	10	10	10
Medical Administrative Specialist	T	0507060503	1050	10	10	10
HEALTH SCIENCE						
Massage Therapy *Licensed by the Board of Massage Therapy: Department of Health*	T	0312040500	750	9	10	10
Medical Assisting	T	0317050300	1300	10	10	10
Patient Care Technician	T	0351390205	600	10	10	10
Pharmacy Technician *Certified by the Pharmacy Technician Certification Board*	T	0317050706	1050	11	10	10
Practical Nursing *Licensed by Board of Nursing*	T	0317060500	1350	11	11	11

PASV PROGRAMS						
MINIMUM BASIC SKILLS GRADE LEVELS						
MATHEMATICS, LANGUAGE & READING						
(continued)						
HOSPITALITY & TOURISM						
Commercial Foods & Culinary Arts	T	0420040212	1200	9	9	9
Barbering	T	0612040200	1200	9	9	9
Cosmetology	T	**0612040102**	1200	8	8	9
INFORMATION TECHNOLOGY						
Applied Cybersecurity	T	0511100302	750	10	9	9
Cloud Computing & Virtualization	T	0511100303	900	9	9	9
Web Development	T	0511080100	1050	9	9	9
MANUFACTURING						
Welding Technology	T	0648050805	1050	9	9	9
Welding Technology – Advanced	T	0648050806	1200	8	8	9
TRANSPORTATION DISTRIBUTION & LOGISTICS						
Aircraft Airframe Mechanics *Licensed by Federal Aviation Administration (FAA)*	T	0647060703	1350	10	9	10
Aircraft Power Plant Mechanics *Licensed by Federal Aviation Administration (FAA)*	T	0647060801	1350	10	9	10
Automotive Service Technology 1 *Licensed by National Association of Technicians Educational Foundation (NATEF)/Automotive Service Excellence (ASE)*	T	0647060411	1050	10	9	9
Automotive Service Technology 2 *Licensed by National Association of Technicians Educational Foundation (NATEF)/Automotive Service Excellence (ASE)*	T	0647060412	750	10	9	9
Automotive Service Technology CNG /LPG *Licensed by National Association of Technicians Educational Foundation (NATEF)/Automotive Service Excellence (ASE)*	T	0648060420	1200	10	9	9
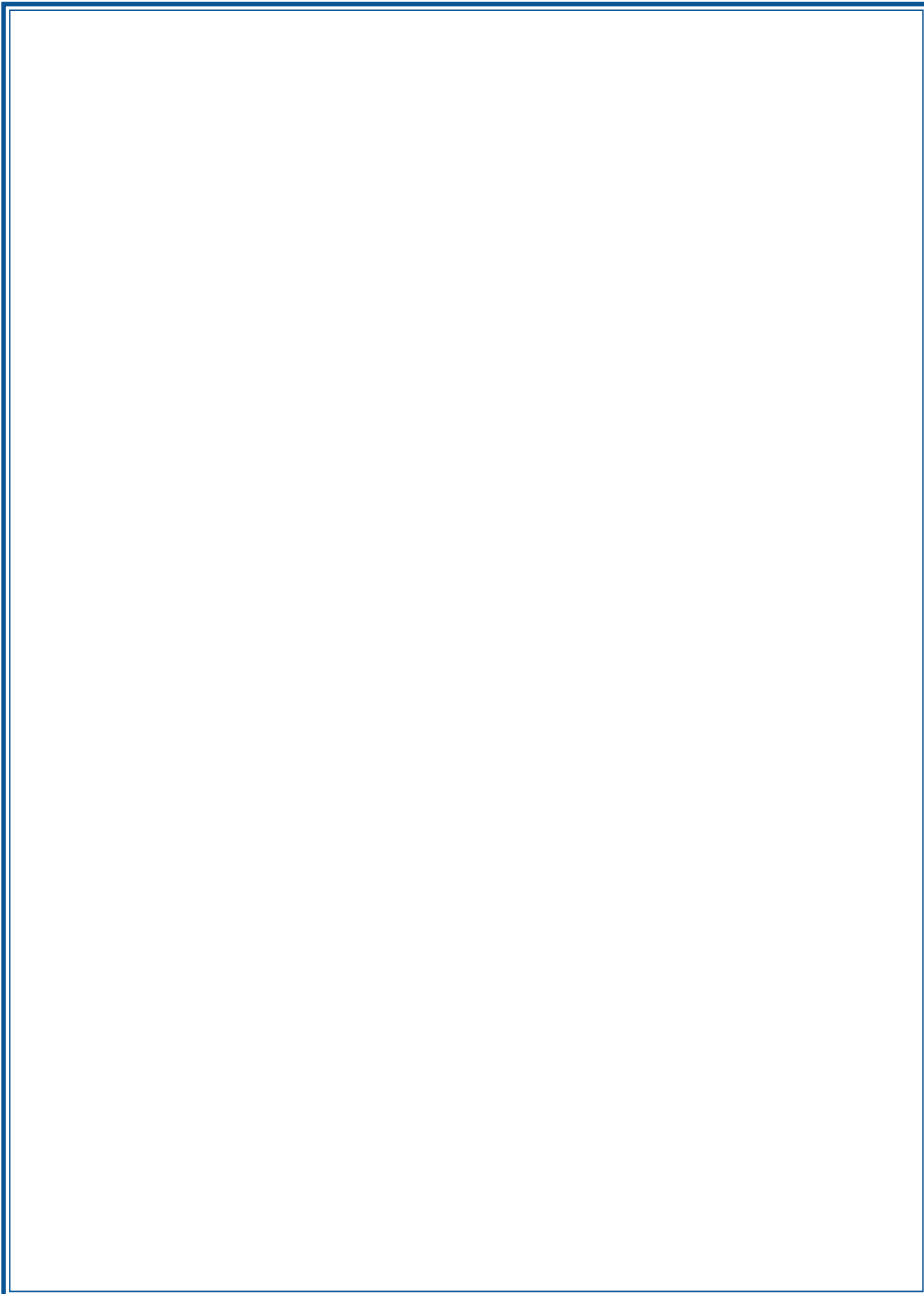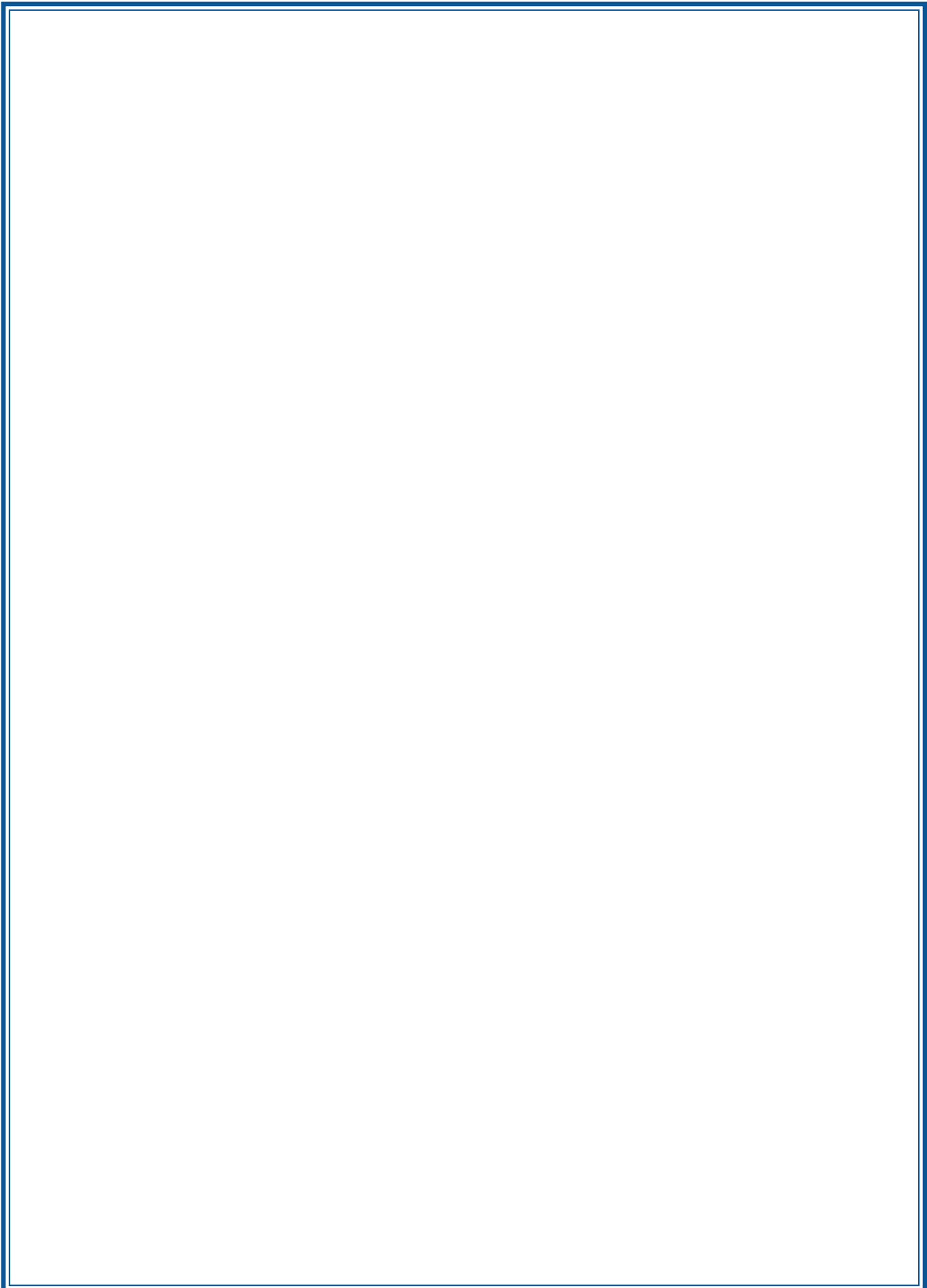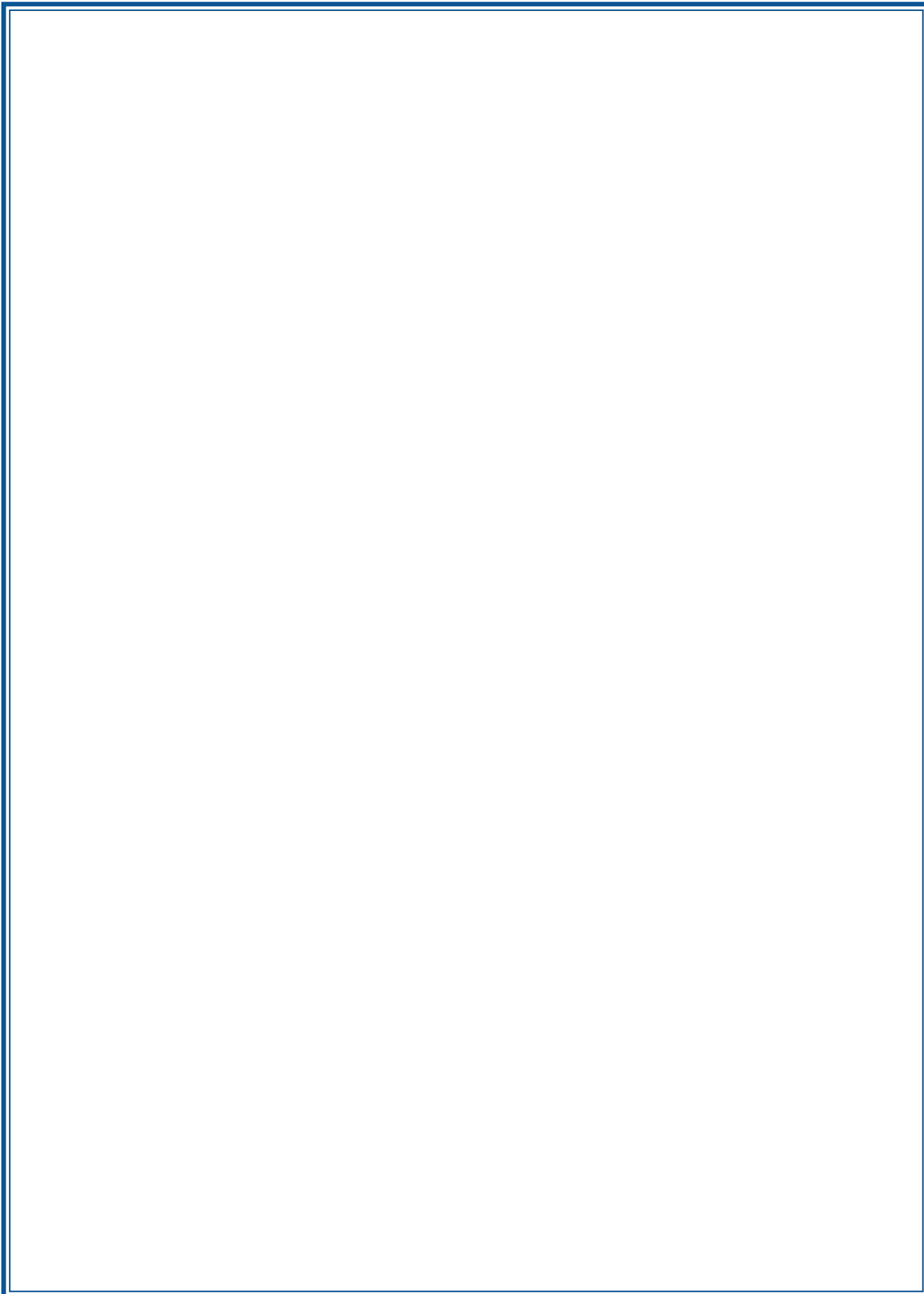
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