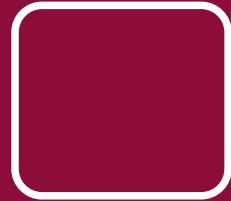
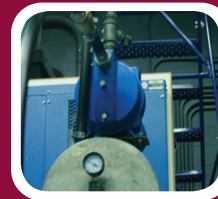
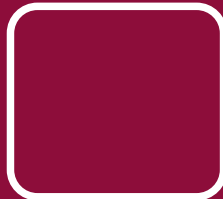
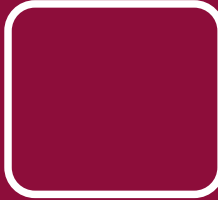
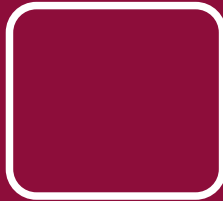


CAREER & TECHNICAL EDUCATION

Program Reference Guide



WASHINGTON • SARATOGA
BOCES
BOARD OF COOPERATIVE EDUCATIONAL SERVICES
WARREN • HAMILTON • ESSEX

Search for "WSWHE BOCES"



Auto Body Repair

The curriculum includes body alignment, dent removal, welding, painting, refinishing, trim, and glass work. Apply your knowledge and skills in our state-of-the-art paint booth and mixing room, and use the latest technology in our on-site shop.

Goal: Post-secondary education and entry-level employment as an auto body technician, vehicle reconditioner, estimator, or vehicle refinisher

Automotive Technology

The program is designed to graduate entry-level technicians with a broad skills set, solid foundation in electrical/electronics, and general understanding of all automotive systems. You will work on school-owned vehicles and use high-tech equipment.

Goal: Post-secondary education and entry-level employment as an automotive technician, estimator, or shop manager

Construction Trades

Obtain a basic knowledge of tools, methods, materials, and technologies currently used in the construction industry. Gain practical experience through on-site and community service-based construction projects throughout the year. You'll also help build a model home!

Goal: Post-secondary education and entry-level employment as a carpenter, construction laborer/manager, front-line supervisor, carpenters helper, cost estimator, painter, or brickmason

Cosmetology

A two-year, 1000-hour program dedicated to preparing you for current and emerging careers in the professions of natural hair styling, esthetics, nails, and cosmetology. Learn to cut, color, style, talk with customers, and run your own business while participating in your class' full service salon.

Goal: Post-secondary education and entry-level employment as a cosmetologist/stylist, product representative/demonstrator, or nail technician

Criminal Justice Studies

This program is designed for students who are interested in careers in law enforcement, investigations, security, corrections, courts, law, social work and counseling, or other related fields. Instruction is reinforced with simulation and real life applications and outcomes.

Goal: Post-secondary education and entry-level employment as a security/protection officer or corrections officer

Culinary Arts & Hospitality

Prepare for a career in food service industries by learning culinary techniques, nutrition, sanitation and workplace safety, hospitality management, menu planning, food cost and inventory control, marketing, and more.

Goal: Post-secondary education and entry-level employment as a line cook, assistant chef, head waiter/waitress, banquet/catering staff

Early Childhood Education

Want to work with children? This program teaches you how to establish and maintain safe, healthy learning environments, while nurturing the development of young children. You will work with 3- and 4-year olds, under supervision, in an on-site preschool that is free to the community.

Goal: Post-secondary education and entry-level employment in a day care or preschool

Environmental Conservation & Forestry

In this program, you will spend 75% of your time outdoors in "land labs," where you will use equipment and practice what you learn in class. Learn forest management, woods safety, land usage, fish and wildlife management, and current and emerging environmental conservation issues.

Goal: Post-secondary education and entry-level employment in the forestry/logging industry, or as a heavy equipment operator or commercial truck driver

Graphic & Visual Communications

Are you creative? Learn basic layout and design skills for television, print, and Internet using state-of-the-art Apple computers. Use other digital equipment to build skills in photography, illustration, audio and video editing, and animation.

Goal: Post-secondary education and entry-level employment as a digital pre-press operator, ad designer, or web designer

Health Occupations

In this program, you will learn to care for residents in a variety of health care facilities as a nurse assistant and hone your skills in Medical Office Assisting, phlebotomy, and EKGs. You will also participate in supervised clinical experiences with real people.

Goal: Post-secondary education and entry-level employment as a medical assistant, nursing aide, personal/home health aide, orderly, or attendant

CAREER AND TECHNICAL

Employment Training & Transition

This program teaches students (ages 14-21) life skills, hands-on job skills, and 21st century universal foundation skills through off-site and community based work opportunities. Efforts lead to a completion certificate, employability profile, portfolio, career plan, and 54 documented hours of work-based learning experience.

Program Goal: Supported employment

Service Level Programs

These programs prepare students in grades 11 & 12 for entry level trade positions. They provide specific job skills and transferable work skills within the areas of Hospitality & Human Services or Technical & Trade Services. Upon successful completion, students can earn a completion certificate, employability profile, portfolio, internship experience, and National Workforce Readiness Credential.

Program Goal: Independent employment

Certified CTE Pro

These two-year programs prepare students in grades 11 & 12 (and adults) for entry-level technical training specific to industry standards. Upon successful completion, students can earn a completion certificate, employability profile, portfolio, internship experience, and industry certification.

Program Goal: Entry-level employment

Heating, Ventilation, Air Conditioning & Refrigeration

The program imparts knowledge and skills for the installation, service, and repair of heating, air conditioning, and refrigeration equipment in both residential and commercial applications. We emphasize safety and Environmental Protection Agency (EPA) regulations.

Goal: Post-secondary education and entry-level employment as an HVAC technician, HVAC installer, or appliance repair person

Heavy Equipment Maintenance & Operation

Here you will learn to operate, maintain, diagnose, and repair construction-related equipment such as backhoes, bulldozers, excavators, and more. A corporate collaboration with Milton/Caterpillar and Bobcat give you opportunities for specialized training and internships.

Goal: Post-secondary education and entry-level employment as a mechanic, commercial truck driver, or construction laborer

Horse Care

Love animals, especially horses? This program teaches equine physiology and systems of the body, nutrition, and health. You will spend a majority of your time off-campus, where you'll see firsthand the operation of a business and specific job duties related to future careers.

Goal: Post-secondary education and entry-level employment as a groom or hot walker

Horticulture, Landscaping & Floral Design

Like plants? Be part of a growing industry by learning landscape design, floral design, greenhouse crop production, landscape installation and maintenance, and more. You will also manage an on-site greenhouse and floral shop that is open to the public.

Goal: Post-secondary education and entry-level employment as a groundskeeper; crop, nursery or greenhouse worker; retail florist; floral designer; or landscaping assistant or apprentice

Look for WSWHE BOCES on:



Machine Tool Technology

Precision and computer programming all rolled into one valuable course. In this class, you will program high-tech machines using CAD/CAM, Solid Works, Master CAM, CNC, and G-Code Programming. Skills you learn here will lead to high paying jobs in high demand in our region.

Goal: Post-secondary education and entry-level employment as a machine operator, CNC machinist, tool and die maker, set-up programmer, or machinist apprentice

Power Sports Technology

Learn to fix power equipment and engines found motorcycles, all-terrain vehicles, boats, snowmobiles, jet skis, and lawn/garden equipment. The classroom is a "live" shop where you will help real customers and complete repairs, which may include welding and fabrication.

Goal: Post-secondary education and entry-level employment as a parts clerk, sales associate, industrial fork truck operator, set-up technician, or parts manager

Welding

Learn to weld steel and aluminum to fabricate or repair products of all shapes and sizes. The program integrates safety, blueprint reading, basic rod identification and use, layout and design, metallurgy, quality control, symbols, and technology.

Goal: Post-secondary education and entry-level employment as a welder, burner, brazer, iron worker, sheet metal worker, or apprentice

Additional Program Offerings for High School Students:

New Visions programs in:

- Engineering
- Health Careers Exploration

SUNY Adirondack Early College Career Academy

- Electrical Technology/Advanced Manufacturing
- Information Technology/Computer Networking
- New Media

EDUCATION CONTINUUM

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business and industry
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employment & further

SUNY Adirondack Early College Career Academy

College level course for high school students hosted on a college campus. Students who participate are dually enrolled in high school and SUNY Adirondack as non-matriculated students. Half of the day consists of college courses on SUNY Adirondack's campus; the other half includes Regents level courses at the student's high school.
Program Goal: Earn up to 32 college credits & industry credentials, & participate in an internship experience

New Visions Programs

One-year competitive programs for college-bound high school seniors. Provides highly motivated students with the opportunity to explore career interests in-depth; excel in accelerated academic coursework; network with industry professionals; and participate in job shadowing, site visits, and clinical rotations.

Program Goal: Post-secondary education

DAYTIME CTE PROGRAMS FOR ADULTS

Adult students may enroll in daytime Career and Technical Education (CTE) programs on a space-available basis. You will learn alongside high school students in the following programs at the following locations:

Program	Southern Adirondack Education Center <i>Hudson Falls</i>	F. Donald Myers Education Center <i>Saratoga Springs</i>
Auto Body Repair		AM & PM
Automotive Technology	AM & PM	AM & PM
Construction Trades	AM only	PM only
Cosmetology	AM & PM & Hours under 250	AM & PM & Hours under 250
Culinary Arts & Hospitality	AM & PM	AM & PM
Environmental Conservation & Forestry	PM only	AM & PM
HVAC & Refrigeration		AM & PM
Heavy Equipment Maintenance & Operation	AM & PM	AM & PM
Horticulture, Landscaping & Floral Design		AM & PM
Machine Tool Technology	PM only	
Power Sports Technology	AM & PM	
Welding	AM & PM	AM & PM

Approximate Program Hours

AM Session: 8-10:30am

PM Session: 11:45am-2:10pm

Full Day: 8am-2:15pm (with break from 10:30-11:45am)

While WSWHE BOCES does not offer financial aid, there are several potential funding resources for continued education. Your eligibility may differ depending on the program or training you are interested in. Please see www.wswheboces.org/adulteducation

Enrollment Process

- In order to be considered for enrollment, you must submit an application for the program of your choice at the location of your choice
- Upon receipt of application, you will be placed in a lottery for a seat in the program
- If you do not receive a seat in your program of choice after the lottery, you will be placed on a waiting list for subsequent lotteries
- If you have an Individual Education Plan (IEP), the IEP must be provided at this time
- You must sign a payment agreement or provide verification from a sponsoring agency prior to starting class
- Monthly payment arrangements are available

Other Considerations

- All CTE programs integrate a math and an English curriculum
- High School credit is only recommended for students enrolled in a school district
- College credit is not available
- All programs are Monday-Friday and follow the school calendar

F. Donald Myers Education Center: **518-581-3633**

Southern Adirondack Education Center: **518-746-3421**

WSWHE BOCES



www.wswheboces.org/AdultEducation