



SPRING 2010 SCHEDULE

HOW TO APPLY FOR CERTIFICATE PROGRAMS

1. Contact an Advisor.
2. Admission deadlines and prerequisite requirements vary by program or class. Speak with an advisor for specific information.
3. Students self-identifying with a disability will be referred to Specialized Student Services.
4. Complete the application form and pay a \$30 non-refundable application fee.
5. If TABE test is required, make an appointment to take the test. Testing days and times are usually Tuesday or Thursday, 8:15 a.m. or 5:30 p.m. [TABE Exemption: documentation of a college degree from accredited US school at associate in applied science, or higher level.]

DATES, TIMES, TUITION & FEES ARE SUBJECT TO CHANGE

FINANCIAL AID AVAILABLE FOR THOSE WHO QUALIFY

VETERANS BENEFITS

Most programs are approved for Veteran’s training benefits. Eligible veterans may be certified for VA benefits through the Financial Aid Office.



3702 Estey Avenue, Naples, FL 34104

www.lwit.edu

Jeanette Johnson, Principal

Lorenzo Walker Institute of Technology is accredited by:

Commission of the Council on Occupational Education
41 Perimeter Center East, NE, Suite 640, Atlanta, GA 30346
(800) 917-2081

Southern Association of Colleges and Schools

The Collier County Public School system is an equal access / equal opportunity Institution for education and employment.

ADULT GENERAL EDUCATION

Adult education, day and evening classes, including English for Speakers of Other Languages (ESOL), English Literacy for Career and Technical Education (ELCATE), General Education Development (GED) test preparation, and Vocational Preparatory Instruction (VPI) are available. Please call (239) 377-0900 for information.

ON-SITE CHILD CARE AVAILABLE DURING THE DAY

LIMITED ENROLLMENT AVAILABLE – CALL SUSAN STEWART AT (239) 377-0960

CERTIFICATE PROGRAMS

In-State Tuition for Certificate Programs is \$2.41 per program hour. Lab, Book and Uniform Fees also apply. Student Advisor will provide specific amounts.

CLASSES START 1/20/2010 UNLESS NOTED

<u>Program</u>	<u>Program Length</u>	<u>Hours</u>	<u>Total Estimated Cost</u>
ACCOUNTING OPERATIONS Learn Microsoft Office 2007, Excel Expert, QuickBooks and other automated accounting software. Keyboarding skills; business fundamentals; bookkeeping/accounting are also included in this course.	900 Hrs. (2 semesters)	8:00am-2:15pm M-F	\$2,852
ARCHITECTURAL DRAFTING Create architectural drawings which are used in the building construction trades. Learn cost estimation, specifications writing, and model building. (No summer classes.)	1900 Hrs. (4 semesters)	7:15am-1:45pm M-F	\$4,814
AUTO COLLISION REPAIR & REFINISHING Learn to repair, refinish and restore collision damaged vehicles. Train for an exciting career as a repair tech, insurance assessor, detailer, or customer service manager.	1400 Hrs. (3 semesters)	8:00am-2:15pm M-F	\$4,350
AUTOMOTIVE SERVICE TECHNOLOGY Get shop and laboratory experience in eight Automotive Service Excellence areas of certification – engine repair; automatic transmission/ transaxle; manual drive transmission; suspension & steering; brakes; electrical/electronic systems; air conditioning & heating; and engine performance. ASE/NATEF Certified Master Technical Training Program.	1800 Hrs. (4 semesters)	8:00am-2:15pm M-F	\$7,328
AVIATION AIRFRAME MECHANIC	1440 Hrs. (2-1/2 semesters)	8:00am-2:45pm M-F	\$4,834
AVIATION POWERPLANT MECHANIC Federal Aviation Administration (FAA) certified programs. Prepares students for the FAA written, oral and practical examinations through technical and hands-on training. Learn how to perform maintenance on aircraft powerplants, airframe components, and systems.	1440 Hrs. (2-1/2 semesters)	8:00am-2:45pm M-F	\$4,834
COMMERCIAL FOODS & CULINARY ARTS A blend of classroom activities and live commercial kitchen offers instruction in knife skills, principles of cooking, presentation and servicing, project identification and cooking techniques for stocks, soups, sauces, meat, fish, poultry, salads, appetizers, canapés, hors d’oeuvres, baking and pastry. Prepare for the Florida Restaurant Association Certified Professional Food Manager Certification. This program certified by the American Culinary Federation.	1500 Hrs. (3-1/4 semesters)	8:00am-2:15pm M-F	\$4,880
COMPUTER SYSTEMS TECHNOLOGY Train in a classroom and live shop setting to diagnose and correct problems in computers caused by hardware, electronic or software problems. Students will learn to analyze, troubleshoot and repair computer circuitry. Prepare for Industry Certification Exams in Cisco CCENT & CCNA, CompTia A+ & Server+.	1650 Hrs. (3-1/2 semesters)	8:00am-2:15pm M-F	\$5,692
COSMETOLOGY (Starts August 2010) Combining classroom learning and a working beauty salon allows students to gain skills in the following areas: Florida law; hair & scalp treatment, shampooing, hair color, bleaching, hair shaping, permanent waves, chemical relaxing, thermal pressing & curling; pedicures & manicures; facials, wax, hair removal & makeup; salon management & entrepreneurship; bacteriology; decontamination, sanitation & infection control. Florida State Board of Cosmetology examination is taken after program completion.	1200Hrs. (3 semesters)	8:00am-1:40pm M-F	\$3,792

<u>Program</u>	<u>Program Length</u>	<u>Hours</u>	<u>Total Estimated Cost</u>
**DENTAL ASSISTING (Starts August 2010) Prepare to take the written exam to become a Certified Dental Assistant through classroom, lab and clinical externship experience with local participating dentists. Learn dental office and patient management; lab procedures; chair-side assisting; and earn certificates in Dental Radiology and Expanded Functions according to Florida Board of Dentistry requirements for Dental Assistants.	1230 Hrs. (3 semesters)	8:00am-2:30pm M-F	\$4,042
EARLY CHILDHOOD EDUCATION (ECPC) Learn developmentally appropriate program content through observation & supervised work experience with children six weeks of age through preschool in the daytime LWIT Learning Partners Child Care Center. Program meets the minimum requirements for Florida's volunteer pre-kindergarten (VPK) education program. Prerequisites: 18 years old and DCF 45-hour child care training.	600 Hrs. (1-1/2 semesters)	8:00am-2:15pm M-F	\$1,608
*LEGAL ADMINISTRATIVE SPECIALIST Learn Microsoft Office 2007, Word Expert, legal specific software PC Law, Amicus Attorney, Summation iBlaze, CaseMap and TimeMap. Keyboarding skills, legal terminology and preparation of legal documents are just some of the skills taught in this program.	1050 Hrs. (2-1/2 semesters)	8:00am-2:15pm M-F	\$3,164
MARINE SERVICE TECHNOLOGY Train for 24 Mercury Marine Certifications in a live shop atmosphere that includes repair of four-stroke and two-stroke cycle engines, outboard & inboard motors, service & repair of boating accessories. Learn all systems: electrical, fuel, power transfer, ignition, cooling, lubrication, drive systems, and boat trailer rigging.	1350 Hrs. (3 semesters)	8:00am-2:15pm M-F	\$6,094
**MASSAGE THERAPY Prepare to take the state examination to practice as a Licensed Massage Therapist through theory and hands-on contact with clients using various massage techniques and modalities, and various stretching techniques. Learn the legal and ethical responsibilities of the massage therapy profession.	750 Hrs. (1-1/2 semesters)	8:00am-2:30pm M-F	\$2,598
**MEDICAL ASSISTING Become one of healthcare's most versatile, multi-skilled professionals through theory, laboratory and clinical experience. Learn medical terminology, administrative duties, anatomy & physiology, microbiology, medical law and ethics, pharmacology and medication administration, clinical assisting, EKG's, phlebotomy, lab procedures and assisting with physical exams. Graduates are eligible to take the national Certified Medical Assistant exam.	1300 Hrs. (3 semesters)	8:00am-2:30 pm M-F	\$4,414
*MEDICAL ADMINISTRATIVE SPECIALIST Learn Microsoft Office 2007, Medisoft and Medical Manager, keyboarding, medical document processing, medical office procedures, medical terminology, medical transcription, medical insurance and billing procedures.	1050 Hrs. (2-1/2 semesters)	8:00am-2:15pm M-F	\$3,414
MECHANICAL DRAFTING Create working drawings and computer simulations in support of mechanical and industrial engineers. (No summer classes.)	1900 Hrs. (4 semesters)	7:15am-1:45pm M-F	\$4,814
MULTIMEDIA DESIGN TECHNOLOGY Learn the visual design skills required to create multimedia environments. Applications include Adobe, digital video and more. (No summer classes.)	1350 Hrs. (3 semesters)	7:15am-1:45pm M-F	\$3,744
NETWORK SUPPORT SERVICES Develop the skills necessary for an ICT career and also earn CCENT and CCNA certifications. This program is specifically designed for Cisco Networking students. (No summer classes)	1050 Hrs. (2-1/2 semesters)	7:15am-1:45pm M-F	\$4,271
**NURSING ASSISTANT (ARTICULATED)-DAY STARTS January 20, 2010 and June 15, 2010	165 Hrs. (1/2 Semester)	8:00am-2:30pm M-F	\$ 778
**NURSING ASSISTANT (ARTICULATED)-EVENING STARTS February 2010	165 Hrs. (1/2 Semester)	5:00pm-10:00pm M-TH	\$ 778
Classroom, laboratory & clinical instruction introduce a student to patient's rights, legal & ethical issues; personal hygiene; nutrition; comfort & safety measure; patient transfer techniques; vital signs; observing, and reporting. Upon completion, the student is prepared to take the Florida State Nursing Assistant Certification exam.			
*PC SUPPORT Learn Microsoft Office 2007, keyboarding skills, business fundamentals, advanced software/systems features and programs, computer networking and network administration, hardware and software installation, integration techniques to enhance projects, and preventive hardware maintenance.	900 Hrs. (2 semesters)	8:00am-2:15pm M-F	\$3,164
**PHLEBOTOMY (Starts November 2, 2009) Phlebotomists collect blood primarily by performing venipuncture and, for collection of minute quantities of blood, fingersticks. This skilled health care provider may be employed by hospitals, surgical centers, doctors offices or home health agencies.	165 Hrs. (1/2 semester)	8:00am-2:30pm M-F	\$ 677
**PRACTICAL NURSING – DAY	1350 Hrs. (3 semesters)	8:00am-2:30pm M-F	\$5,022
**PRACTICAL NURSING – EVENING (Evening starts August 2010)	1185 Hrs. (3 semesters)	5:00-9:45 pm M-Th + Every other Sat/Sun 7:30am-4:30pm	\$4,624
Theory, laboratory, and clinical experiences are integrated to learn nursing skills for patients of all ages. Nutrition, growth & development, pharmacology, medical administration, normal functions of the body, and diseases and disorders affecting body systems are covered. Graduates are eligible to take the Florida State Board of Nursing Licensure exam. (Evening Prerequisite: Completion of 165-hour CNA course.)			
**SURGICAL TECHNOLOGY (Starts August 2010)	1330 Hrs. (3 semesters)	8:00am-2:30pm M-F	\$4,538
Theory, laboratory, and clinical experiences are integrated to learn anatomy & physiology; legal & ethical issues; microbiology; surgical procedures; sterilization & disinfection procedures, and the preparation, use & management of supplies & equipment used for surgery. Graduates are eligible to take the national Certified Surgical Technology exam. (Hours may differ in semesters 2 and 3.)			

*Prepare for industry certification exams such as Microsoft Word Specialist, Microsoft Excel Specialist, Microsoft Access Specialist, Microsoft PowerPoint Specialist, Microsoft Outlook, Microsoft Word Expert, Microsoft Excel Expert, Microsoft Office Master and IC3.

**** Health Science Prerequisites**

- ✓ Accredited HS Diploma or GED, physical exam on LWIT form and immunizations **required** for Dental Assisting, Massage Therapy, Medical Assisting, Practical Nursing & Surgical Technology
- ✓ TABE Test , CPR Certification (BLS for Healthcare Providers or Professional Rescuer), Hepatitis "B series or signed refusal and School Accident Insurance **required** for all Health Science Programs
- ✓ Background Check and Drug Screening **required** in Medical Assisting, Practical Nursing and Surgical Technology (required by clinical sites)