

GREAT PLAINS

Technology Center

ADULT NON—MEDICAL APPLICATION PACKET

2009

PLEASE KEEP THIS BOOK FOR FUTURE REFERENCE

1. **Fill out application** and return it to the Admissions Secretary in room 111 of building 100.

2. **Schedule** your TABE and SAGE assessment dates.

3. **Take TABE/SAGE Assessments**

If you need to reschedule your assessments, you must do so by calling 250.5605 one day prior to your scheduled date, before 12:00 pm. **Note:** If you miss your scheduled time to take the assessment there will be a \$10.00 rescheduling fee, for each assessment.

- Please bring a picture ID and proof of SSN.

- Please do not bring food, drinks, cell phone or pager to the assessment.

4. **Interpretation of Assessment**

After you have completed your assessments you will need to schedule your interpretation of assessment results and to finalize the enrollment process. There is a sign-up sheet in the testing room for you to schedule your interpretation. They are held on Tuesdays and Wednesdays at 10:00 am.

- For applicants being referred to the career counselor, further options will be communicated, in order for you to accomplish your educational goals.

NOTE: Once all assessments and counseling is complete, the application process is complete. You will be placed in the next available slot of the Career Major for which you have been approved. Notification will be made by phone and / or by letter. Repeated calling by the applicant will not enhance or shorten start time.

Building 100
Room 111
4500 W. Lee
Blvd. Lawton,
OK 73505

Phone:
580.250.5605
Fax: 580.250.5677

www.gptech.org

GREAT PLAINS TECHNOLOGY CENTER

4500 W. Lee Blvd., Lawton, OK 73505 ♦ 580.355.6371

ACCREDITATION STATEMENT

BOTH STATE AND NATIONAL AGENCIES CURRENTLY CERTIFY FULL TIME CAREER MAJORS AT GREAT PLAINS TECHNOLOGY CENTER.

ALL FULL TIME CAREER MAJORS / PROGRAMS ARE CERTIFIED BY:

**NORTH CENTRAL ASSOCIATION COMMISSION
ON ACCREDITATION AND SCHOOL IMPROVEMENT (NCA-CASI)**

(National Postsecondary Office)
HC 33 Box 81 Cedar Lakes Drive
Ripley, West Virginia 25271
Phone: 866.548.5833
www.ncacasi.org

(Oklahoma Postsecondary Office)
2500 N. Lincoln Boulevard
Oklahoma City, Oklahoma 73105
Phone: 405.521.3773

OKLAHOMA BOARD OF CAREER AND TECHNOLOGY EDUCATION

Oliver Hodge Building, Room 121
2500 North Lincoln Boulevard
Oklahoma City, Oklahoma 73105
Phone: 405.521.3301

www.okcareertech.org/main/boardmem.htm

INDIVIDUAL PROGRAMS ARE ACCREDITED THROUGH THE FOLLOWING AGENCIES

ACCREDITING AGENCY	ADDRESS	PHONE & E-MAIL
Joint Review Committee on Education in Radiologic Technology (JRCERT)	20 N. Wacker Drive, Suite 2850 Chicago, IL 60606-3182	312.704.5300 www.ircert.org
National League for Nursing Accrediting Commission (NLNAC)	61 Broadway, 33 rd Floor New York, NY 10006	800.669.1656 Ext. 153 www.nlnac.org
Oklahoma Board of Nursing (OBN)	2915 N. Classen, Suite 524 Oklahoma City, OK 73106	405.962.1800 www.youroklahoma.com/nursing
Committee on Accreditation for Respiratory Care (CoARC)	1248 Harwood Road Bedford, Texas 76021-4244	817.283.2835 www.coarc.com
Commission on Accreditation of Allied Health Education Programs (CAAHEP)	1361 Park Street Clearwater, Florida 33756	727.210.2350 www.caahep.org
Accreditation Review Committee on Education in Surgical Technology (ARC-ST)	7108 – C South Alton Way Centennial, CO 80112-2106	303.694-9262 www.arcst.org
Oklahoma State Department of Health Emergency Medical Services Long Term Care Nurse Assistant/Home Health Aide	1000 Northeast Tenth Street Oklahoma City, OK 73152	405.271.4027 www.health.state.ok.us
National Automotive Technician Education Foundation (NATEF) Automotive Service Excellence (ASE)	101 Blue Seal Drive, Suite 101 Leesburg, VA 20175	703.699.6650 www.natef.org
Associated General Contractors of America (AGC)	605 NW 13 th Street, Suite A Oklahoma City, OK 73103	405.528.4605
Motorcycle Safety Foundation, State Coordinator Oklahoma Highway Patrol	P. O. Box 11415 Oklahoma City, OK 73136	405.425.7705

ALL PROGRAMS POLICIES AND PROCEDURES ARE AVAILABLE TO THE PUBLIC FOR VIEWING

GREAT PLAINS TECHNOLOGY CENTER

4500 W. Lee Blvd., Lawton, OK 73505
580.355.6371

Welcome to the Great Plains Technology Center. We have assembled this application packet in order to assist you when applying for Adult Full-Time Day Career Major.

For all **Full-Time Day Career Majors**, including **Medical Programs**, you can obtain an **Application for Admission** from **Building 100** in room 111, the **Student Office**. If you will be applying for financial assistance or using your Veteran's benefits, you will need to speak with Ms. Cheryl Rasmussen, Financial Assistance Officer. Her office is located in **Building 100**.

After completing the application form, it must be returned to the Student Office (Building 100). At that time you will be assigned **TABE** and **SAGE** assessment dates. The **TABE (Test of Adult Basic Education)** and **SAGE (System of Assessment and Group Evaluation)** are **mandatory** for all adults applying for any of the Adult Full-Time Day Programs, and are offered at no charge. The assessment results indicate your interests abilities and aptitudes with regard to career training. This information is used to help you with the assistance of a career counselor to determine the most appropriate training program for you. If assessments are not completed, your application will be deactivated.

Once the assessments are complete, you must schedule an appointment with the Adult Education Counselor, **Eddie Edison** to review your assessment results. A sign up sheet is available in the testing room for you to schedule your interpretation. **They are held on either Tuesday or Wednesday mornings at 10:00 am.**

You will be notified when a seat in the program of your choice is available. You will be given an orientation date. Orientation is **mandatory** and you must attend the specified date. School policies and procedures and student support services will be covered in the orientation.

It is our hope that this brief summary of the application process will be of assistance to you and is by no means a replacement for personnel available to answer your questions. We are here for you Monday through Friday, 8:00 a.m. to 4:30 p.m. **It is your responsibility to notify the school of any changes to your application, i.e. new address, telephone number, or if you choose to deactivate your application.**

Class schedule is Monday through Friday from 8:15 a.m. to 3:00 p.m. Out of district tuition cost an additional \$1,000. For more information contact Karen Bailey at 250-5526

PHONE DIRECTORY

ADULT EDUCATION	NAME	PHONE NUMBER
Director of Instruction	Clarence Fortney	250-5501
Full Time Adult Secretary	Wendy Basa	250-5605
Health Careers Secretary	Jeannie Baggett	250-5570
Health Careers Secretary	Betty Skaggs	250-5670
Counselor	Eddie Edison	250-5539
Career Counselor	Pearl Brown	250-5503
Army Education Counselor	Dennis Ward	442-6229
Student Support Services	Joelle Jolly	250-5640
Assessment Center	Susie Thomas	250-5532
Academic Center	Val Mullenix	250-5529
Financial Assistance & Veterans Affairs Office	Cheryl Rasmussen	250-5534
Student Support Services – Secretary	Carla Codopony	250-5535

VISIT OUR WEB SITE AT www.gptech.org

GREAT PLAINS

Technology Center

APPLICATION FOR ADMISSION NON – MEDICAL

OFFICE USE ONLY

S: _____
T: _____
C: _____

PROGRAM REQUESTED _____

PLEASE PRINT CLEARLY AND FILL OUT ALL INFORMATION COMPLETELY

Name: _____ Last First Middle	SSN _____	OPTIONAL
Address _____ Street # or P.O. Box City State Zip	Home or Cell Ph: _____	
E-Mail Address _____	Work Ph: _____	
What is your occupational objective? _____		
Are you a Registered Sex Offender? <input type="checkbox"/> YES <input type="checkbox"/> NO		

EDUCATION (Check all that apply)

*Date of High School Graduation _____	*Date of GED _____
Have you attended college <input type="checkbox"/> No <input type="checkbox"/> Yes If YES Do you have a degree / Transcript <input type="checkbox"/> No <input type="checkbox"/> Yes	
Are you planning to apply for Federal Financial Aid? <input type="checkbox"/> Yes <input type="checkbox"/> No	
<small>*If you do not have a High School diploma or GED you must provide the Financial Aid office a copy of your COMPASS test results. The battery scores must meet the Ability to Benefit Federal regulations in order to qualify for Federal Financial Aid. You can call 250.5529 to schedule a COMPASS test.</small>	
Are you planning to apply for VA Education Benefits? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Are you planning to apply for any other type of funding <input type="checkbox"/> Yes <input type="checkbox"/> No List _____	

LIST ALL HIGH SCHOOLS, COLLEGES OR TECHNOLOGY CENTERS YOU HAVE ATTENDED:

Name of Institution	Course	Dates Attended	Date Graduated	Degree/Certificate

WORK EXPERIENCE:

List any previous training or experience related to the program you have requested? _____

HAVE YOU EVER PREVIOUSLY ATTENDED GREAT PLAINS TECHNOLOGY CENTER?

- NO YES If yes were you a:
- High School Student
 - Full Time Adult Student
 - An evening/weekend student

In what program(s): _____

PLEASE COMPLETE THE BACK SIDE OF THIS APPLICATION

HAVE YOU EVER WITHDRAWN OR BEEN DISMISSED FROM ANY FULL TIME PROGRAM AT GPTC ?

NO YES **If yes please explain:** _____

Any student applying for re-admission to GPTC after withdrawing or having been dismissed shall have permission from the Superintendent or his designee prior to re-admission.

ADDITIONAL INFORMATION

NOTICE OF NONDISCRIMINATION

Great Plains Technology Center does not discriminate on the basis of race, color, national origin, sex/gender, age, or disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations. The **Great Plains Technology Center** also does not discriminate in its hiring or employment practices.

This notice is provided as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated compliance coordinator(s) at Great Plains Technology Center, 4500 W. Lee Blvd., Lawton, OK. or Great Plains Technology Center, 2001 E. Gladstone, Frederick, OK.

Title IX Coordinator/Compliance Officers
Lawton campus—Karen Bailey and Dr. Tom Thomas (580) 355-6371
Frederick campus—Nancy Hasley and Gary Tyler (580) 335-5525

Great Plains Technology Center no discrimina raza, color, nacionalidad, género, edad, o incapacidad de admisión a sus programas, servicios, o actividades, en acceso a ellas, en el tratamiento a individuos, o en ningún aspecto de sus operaciones. El Great Plains Technology Center tampoco discrimina en sus contratos o practicas de empleados.

Esta noticia es provista y requerida por el Título VI del Acto de Derechos Civiles de 1964, Sección 504 del Acto de Rehabilitación de 1973, Título IX de la Enmienda Educativa de 1972, en el Acto de Era de Discriminación de 1975, y el Acto de los Estadounidenses con Habilidades Diferenciadas de 1990.

Preguntas, quejas, o para más información con respecto a estas leyes pueden ser recibidas por el coordinador de quejas at Great Plains Technology Center, 4500 W. Lee Blvd., Lawton, OK. or Great Plains Technology Center, 2001 E. Gladstone, Frederick, OK.

Title IX Coordinator/Compliance Officers
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NONIMMIGRANT ALIEN STUDENTS

This school is authorized under Federal law to enroll nonimmigrant alien students.

CAMPUS SECURITY ACT

In order to comply with federal regulation 34 CFR 668.46 Campus Security Act, the Campus Crime Report for Great Plains Technology Center is available on our web site at GPTech.org or a paper copy is located in the display racks throughout the campus. The report lists statistics of the crime committed on Great Plains Campuses over a 3 year period and information/policies regarding campus crime.

USEPA REQUIREMENTS

Great Plains Technology Center is in compliance with USEPA requirements for asbestos. Management plan is on file in Building 500.

AFTER PLACEMENT IN A PROGRAM AT GREAT PLAINS TECHNOLOGY CENTER: If you have disabilities, which require reasonable accommodations to perform the essential skill of the program, it is your responsibility to provide documentation and notify your instructor and/or the Counselor in Building 300.

Any falsification of information on this application or provided for the application packet will nullify the application or may result in dismissal from GPTC.

Signature

Date

(Unsigned and undated application will be considered incomplete and will not be processed).

Cluster → Pathway → Career Major	Tuition	Additional Fees	Total Cost	Hours	Length	Start Dates
ARCHITECTURE & CONSTRUCTION						
Construction						
1. Frame Carpenter - Ferguson, Biggs	\$ 1,312.50	\$ 165.00	\$ 1,477.50	1050	9 mo	Every 6 wks
2. Lead Carpenter - Ferguson, Biggs	\$ 2,962.50	\$ 165.00	\$ 3,127.50	2370	21 mo	Every 6 wks
1. Residential Electrician's Assistant - Klein, Betancourt	\$ 1,312.50	\$ 1,070.00	\$ 2,382.50	1050	9 mo	Every 6 wks
2. Commercial Electrician's Assistant - Klein, Betancourt	\$ 2,962.50	\$ 1,070.00	\$ 4,032.50	2370	21 mo	Every 6 wks
ARCHITECTURE & CONSTRUCTION						
Maintenance / Operations						
1. Residential HVAC Technician - Davies	\$ 1,312.50	\$ 259.00	\$ 1,571.50	1050	9 mo	Every 6 wks
2. Commercial HVAC Technician - Davies	\$ 2,962.50	\$ 259.00	\$ 3,221.50	2370	21 mo	Every 6 wks
ARTS, A/V TECHNOLOGY & COMMUNICATIONS						
Printing Technology						
1. Printing Design Technician - Roberts	\$ 1,312.50	\$ 80.00	\$ 1,392.50	1050	9 mo	Every 6 wks
ARTS, A/V TECHNOLOGY & COMMUNICATIONS						
Visual Arts						
1. Advertising Designer - Roberts	\$ 2,625.00	\$ 80.00	\$ 2,705.00	2100	18 mo	Every 6 wks
2. Visual Arts Production Artist - Roberts	\$ 1,312.50	\$ 80.00	\$ 1,392.50	1050	9 mo	Every 6 wks
BUSINESS MANAGEMENT & ADMINISTRATION						
Administrative & Information Support						
1. Administrative Assistant - Ryan	\$ 750.00	\$ 557.50	\$ 1,307.50	600	9 mo	August-09
2. Medical Insurance Coder - Ryan	\$ 1,312.50	\$ 557.50	\$ 1,870.00	1050	9 mo	August-09
3. Medical Transcriptionist - Ryan	\$ 1,312.50	\$ 557.50	\$ 1,870.00	1050	9 mo	August-09
EDUCATION TRAINING						
Teaching & Training						
Pre-Education - Holland	\$ 750.00	\$ 46.00	\$ 796.00	600	9 mo	August-09
HOSPITALITY & TOURISM						
Lodging						
Hospitality Service Assistant - Wright B.	\$ 1,312.50	\$ 35.00	\$ 1,347.50	1050	9 mo	Monthly
HOSPITALITY & TOURISM						
Restaurant Food & Beverage Services						
Culinary Arts Management Assistant - Ronio - Stonerock	\$ 1,312.50	\$ 97.00	\$ 1,409.50	1050	9 mo	Every 6 wks
*Culinary Coordinator- Ronio - Stonerock	\$ 1,312.50	\$ 97.00	\$ 1,409.50	1050	9 mo	Every 6 wks
INFORMATION TECHNOLOGY						
Interactive Media						
3D Animator - Wright J.	\$ 1,312.50	\$ 170.00	\$ 1,482.50	1050	9 mo	August-09
Multimedia Assistant - Dodd	\$ 1,312.50	\$ 60.00	\$ 1,372.50	1050	9 mo	August-09
Video Editor - Dodd	\$ 1,312.50	\$ 60.00	\$ 1,372.50	1050	9 mo	August-09
INFORMATION TECHNOLOGY						
Information Support and Services						
PC Support Technician** - B. Baxter	\$ 656.25	\$ 765.00	\$ 1,421.25	525	9 mo	August-09
INFORMATION TECHNOLOGY						
Network Systems						
Network Security Specialist (System Emphasis) - Sloan	\$ 1,312.50	\$ 80.00	\$ 1,392.50	1050	9 mo	August-09
Enterprise Network Professional - Wicks	\$ 1,625.00	\$ 2,475.00	\$ 4,100.00	1300	12 mo	August-09
LAW, PUBLIC SAFETY, CORRECTIONS & SECURITY						
Emergency & Fire Management Services						
Basic EMT / Firefighter - Howell	\$ 756.25	\$ 739.00	\$ 1,495.25	605	9 mo	August-09
LAW, PUBLIC SAFETY, CORRECTIONS & SECURITY						
Law Enforcement Services						
Criminal Justice Officer - Neasbitt	\$ 1,312.50	\$ 205.00	\$ 1,517.50	1050	9 mo	August-09
MANUFACTURING						
Welding & Metal Fabrication						
Structural Welder - Bellamy	\$ 1,968.75	\$ 250.00	\$ 2,218.75	1575	13.5 mo	Monthly Aug to Jan
MANUFACTURING						
Manufacturing Production Process Development						
Design Engineer Technician - Wallace	\$ 1,312.50	\$ 26.00	\$ 1,338.50	1050	9 mo	Monthly Aug to Jan
TRANSPORTATION, DISTRIBUTION & LOGISTICS						
Automotive Collision Repair						
Combination Collision Repair Technician - Josey, Pierce	\$ 1,312.50	\$ 61.00	\$ 1,373.50	1050	9 mo	Monthly Aug to Jan
TRANSPORTATION, DISTRIBUTION & LOGISTICS						
Automotive Service						
Automotive Service Technician - Peters, Bennett, Knight	\$ 1,312.50	\$ 75.00	\$ 1,387.50	1050	9 mo	Jan & Aug
TRANSPORTATION, DISTRIBUTION & LOGISTICS						
Medium Heavy Diesel Truck Repair						
Medium/Heavy Diesel Truck Service & Light Repair Technician - Davison	\$ 1,312.50	\$ 135.00	\$ 1,447.50	1050	9 mo	Aug & Jan

Prices are subject to change without notice ♦ *Requires Prerequisite ♦ ** Not Pell Eligible

Tuition and fees or documentation from your funding agency is due by the first day of class each semester. Students who are enrolled in a career major for more than 10 scheduled school days will be responsible for the full semester's tuition and fees, regardless of enrollment or funding status.

MEDICAL - COST SHEET - 2009

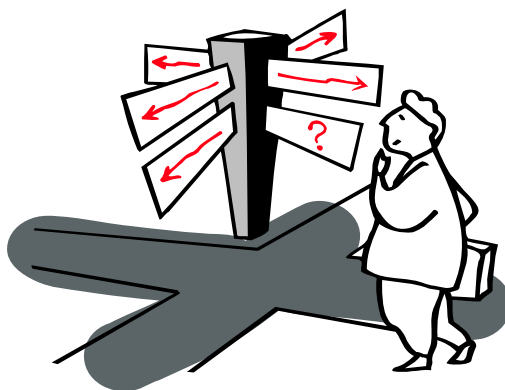
Cluster → Pathway → Career Major	Tuition	Additional Fees	Total Cost	Hours	Length	Start Dates
HEALTH SCIENCES			Therapeutic Services			
Licensed Practical Nurse TRADITIONAL- Meyer	\$ 1,828.75	\$ 1,421.25	\$ 3,250.00	1463	12 mo	June-10
Licensed Practical Nurse FLEX DAY - Meyer	\$ 1,828.75	\$ 2,571.25	\$ 4,400.00	1463	12-24 mo	Feb & Aug 10
Licensed Practical Nurse FLEX NIGHT - Meyer	\$ 1,828.75	\$ 2,571.25	\$ 4,400.00	1463	13-24 mo	November-09
*Advanced Respiratory Therapist - Powers	\$ 2,431.25	\$ 1,943.75	\$ 4,375.00	1945	16 mo	January-10
Surgical Technologist - Tahah	\$ 1,481.25	\$ 1,533.75	\$ 3,015.00	1185	9 mo	August-10
HEALTH SCIENCES			Diagnostics Services			
*Radiologic Technology 2009-2011- Baxter C.	\$ 3,518.75	\$ 2,101.25	\$ 5,620.00	2815	22 mo	August-10

Tuition and fees or documentation from your funding agency is due by the first day of class each semester.
Students who are enrolled in a career major for more than 10 scheduled school days will be responsible for the full semester's tuition and fees, regardless of enrollment or funding status.

Prices are subject to change without notice ♦ *Requires Prerequisite ♦ ** Not Pell Eligible

FUNDING AGENCIES: Please contact GPTC before issuing payment for students' tuition and fees.

Are you confused as to what Career Major / Program to pursue???



Call one of our GPTC Career Counselors for guidance at 250-5539 or 250-5503

ASSESSMENT PREPARATION

- 1.) **Review basic reading, math, and language skills.** You may choose to purchase books at our local Great Plains Technology Center bookstore. Phone: 250-5500
 - Building Skills with TABE Workbook**
 - a.) Math Computation & Applied Mathematics
 - b.) Reading, Language, Spelling
- 2.) **Enroll in a short-term class through Adult Career Development** located in Building 300 ~ Phone: 250-5500
 - a.) **TABE Remediation**; 20 hours; Weekdays; \$25.00
 - b.) **GED Prep Course** ; 60hours; See Tech Tab for more information.

T.A.B.E.

Test of Adult Education Version 9/10

The T.A.B.E. includes the following areas:

- **Vocabulary** – contains 20 questions that measure same-meaning words, opposite meaning words, multi meaning words, words in context, and the meaning of affixes.
- **Reading** – Contains 25 items that measure comprehension of reading passages. Items test your ability to extract details, analyze characters, identify main ideas, and interpret events, described in passages. Items also test the ability to differentiate between writing techniques.
- **Mathematics Computation** – Contains 25 items that measure the operations of addition, subtraction, multiplication and division of whole numbers, fractions, decimals, integers, algebraic expressions, exponents, and percents.
- **Language Mechanics** – Contains 20 items that measure skills in the mechanics of capitalization and punctuation. Editing skills are measured in the context of passages presented in letter form.
- **Applied Mathematics** – Contains 25 items that measure skills in the application of mathematical knowledge to other domains.
- **Language** – Contains 25 items that measure skills in language usage and sentence structure. Depending on the level of the test, items measure skills in the use of various parts of speech, formation, and organization of sentences and paragraphs, and writing for clarity.
- **Spelling** – Contains 20 items that measure the skills in the mechanics of forming of words from letters according to accepted usage.

S.A.G.E.

System for Assessment and Group Evaluation

- Measures **strengths**, not weakness
- Designed as a counseling device/tool
- One must adhere to the Rules of Conduct or the test will be **invalidated**.
- Do the best of your ability, **Rapid and Accurate, Quickly and Carefully**

Aptitudes are defined, as the specific capacities or abilities required of an individual in order to facilitate the learning of some task or job duty.

General: General learning ability. The ability to “catch on” or understand instructions and underlying principles; the ability to reason and make judgments. Closely related to doing well in school.

Verbal: The ability to understand meaning of words and to use them effectively. The ability to comprehend language, to understand relationships between words and to understand meanings of whole sentences and paragraphs.

Numerical: The ability to perform arithmetic operations quickly and accurately

Spatial: Ability to think visually of geometric forms and to comprehend the two-dimensional representation of three-dimensional objects.

Form Perception: Ability to perceive pertinent detail in objects or in pictorial or graphic material. Ability to make visual comparisons and discriminations and see slight differences in shapes and shadings of figures and widths and lengths of lines.

Clerical Perception: Ability to perceive pertinent detail in verbal or tabular material. Ability to observe differences in copy, to proofread words and numbers, and to avoid perceptual errors in arithmetic computation.

Motor Coordination: Ability to coordinate eyes and hands or fingers rapidly and accurately in making precise movements with speed. Ability to make movement response accurately and swiftly.

Finger Dexterity: Ability to move fingers, and manipulate small objects with fingers, rapidly or accurately.

Manual Dexterity: Ability to move hands easily and skillfully. To work with hands in placing and turning motions.

Eye-Hand-Foot Coordination: Ability to move the hand and foot coordinately with each other in accordance with visual stimuli.

Color Discrimination: The ability to match or discriminate between colors in terms of hue, saturation, and brilliance. To identify a particular color or color combination from memory and be able to perceive harmonious or contrasting color combinations.

Annual Notice of Required Disclosures of Student Consumer Information

*Contact Student Office or the Financial Aid Coordinator for a paper copy of the Student Handbook, the *General Information about Great Plains Tech-Tab booklet*, career major brochures and for questions concerning the institutional information published in the Student Handbook. Contact the Business Office for a paper copy of the *Board of Education Policy and Procedure Manual* excerpts. Contact the Dean of Students for questions concerning FERPA and the Campus Crime and Security Report.

What to Disclose, When, and to Whom	Description of Information to be Disclosed	Where to Find Information*
<p>What: Institutional Information (\$668.43)</p> <p>When: Upon Request</p> <p>To: Enrolled Students Prospective Students</p>	<ul style="list-style-type: none"> • Cost of attending school ie: Tuition and Fees • Institutional Refund Policy • Requirements for officially withdrawing from school • Information regarding the school's academic support and career tech career majors • Entities that accredit, license, or approve the school and its career majors and procedures for reviewing school's accreditation, licensing, or approval documentation • Description of any special services and facilities for disabled students • Titles and availability of employees responsible for dissemination of institutional and financial assistance disclosure information and how to contact them 	<ul style="list-style-type: none"> • Student Handbook • Tech – Tab Booklet • U.S. Dept of Ed's College Opportunities website: http://nces.ed.gov/IPEDS Click on IPEDS COOL Search for Great Plains Technology Center Application Packets
<p>What: Financial Assistance Information (\$668.42)</p> <p>When: Upon Request</p> <p>To: Enrolled Students Prospective Students</p>	<ul style="list-style-type: none"> • Description of all available federal, state, local, private, and institutional financial assistance, and a description of: (1) application form and procedures; (2) student eligibility requirements; (3) selection criteria; and (4) criteria for determining the amount of a student's award • Rights and responsibilities of students receiving Title IV and other financial aid, including: (1) criteria for continued eligibility; (2) satisfactory academic progress (SAP) standards; (3) criteria to re-establish eligibility if student fails to maintain SAP; (4) method and frequency of financial aid disbursements 	<ul style="list-style-type: none"> • Student Handbook • Tech – Tab Booklet • Application Packets • studentaid.ed.gov Gptech.org
<p>What: Family Education Rights and Privacy Act (FERPA) (\$99.7)</p> <p>When: Upon Request</p> <p>To: Enrolled Student Parents of Enrolled Students under the age of 18</p>	<ul style="list-style-type: none"> • Right to and procedures for inspecting and reviewing student's education records • Right to and procedures for requesting amendment of student's education records believed to be inaccurate, misleading, or in violation of student's privacy rights • Right to consent to disclosure of personally identifiable information contained in student's education records • Right to file a complaint with ED for alleged school's or educational agency's failure to comply with FERPA requirements • Right to the criteria used to determine what constitutes a school official and a legitimate educational interest if school's or educational agency's policy is to disclose personally identifiable information from a student's education records under \$99.31 without prior consent 	<ul style="list-style-type: none"> • Student Handbook • Board of Education Policy and Procedure Manual
<p>What: Completion/Graduation Rate and Transfer-Out Rate (\$668.45)</p> <p>When: Upon Request</p> <p>To: Enrolled Students Prospective Students</p>	<ul style="list-style-type: none"> • The institution's completion or graduation rate for full-time, first-time, certificate-seeking students enrolled at the post-secondary level who graduated or completed their career major within 150% of the normal time (scheduled length of career major) for graduation or completion • Cohort for non-term schools (Technology Centers): Students who enter between 9/1 and 8/31 and are enrolled at least 15 days if their career major is less than or equal to 1050 clock hours, or 30 days if their career major is longer than 1050 clock hours • Transfer-out rate is not applicable to Technology Centers since it applies to schools whose mission includes providing substantial preparation for students to enroll in another eligible institution • Information on student body diversity in the categories of gender and ethnicity of enrolled, full-time student who receive Federal Pell Grants • Retention rates of certificate or degree-seeking first-time full-time undergraduate students. 	<ul style="list-style-type: none"> • U.S. Dept of Ed's College Opportunities On-Line website: http://nces.ed.gov/IPEDS Click on IPEDS COOL Search for Great Plains Technology Center
<p>What: Campus Security Report (\$669.46)</p> <p>When: Annually by Oct. 1</p> <p>To: Enrolled Students Current Employees</p> <p>When: Upon Request</p> <p>To: Prospective Students Prospective Employees</p> <p>When: Annually by specified date</p>	<ul style="list-style-type: none"> • Statistics for 3 most recent calendar years concerning the occurrence on campus, in or on non-campus buildings or property, and public property of following offenses reported to campus security authority or local police: (1) murder and non-negligent manslaughter; (2) negligent manslaughter; (3) sex offenses-forcible and non-forcible; (4) robbery; (5) aggravated assault; (6) burglary; (7) motor vehicle theft; (8) and arson • Statistics above are also reported by category of prejudice (i.e. offense manifests evidence that victim was intentionally selected because of victim's actual or perceived race, gender, sexual orientation, ethnicity, or disability) • Statistics for 3 most recent calendar years concerning the occurrence on campus, in or on non-campus buildings or property, and on public property of following offenses reported to campus security authority or local police: (1) arrests for liquor law violations, drug law violations, and illegal weapons possession; or (2) persons referred for campus disciplinary action such violations • Policies concerning the security of and access to campus facilities and procedures to report campus crimes • Disciplinary actions imposed for the possession, use, and sale of alcoholic beverages and illegal drugs and enforcement of state underage drinking laws and federal and state drug laws • Plus: Crime Prevention Career majors, Drug/Alcohol Abuse Education Career majors, Sexual Offenses/Harassment and how to report such offenses. 	<ul style="list-style-type: none"> • Student Handbook • U.S. Dept of Ed's College Opportunities On-Line website: http://ope.ed.gov/Security/search.asp Type in Great Plains Technology Center. State Oklahoma. City Lawton. • Great Plains Technology Center website at www.gptech.org

Additional Student Consumer Information

Student Consumer Information	Where to Find
Voter Registration Materials	Displays in Student Office Bldg 100 Room 111
GED Information	Current Tech – Tab Booklet
Grievance/Complaint Policy & Procedures	Student Handbook Board of Education Policy Manual
Student Behavior & Discipline Policy	Student Handbook Board of Education Policy Manual
Internet Use Policy	Student Handbook Board of Education Policy Manual
Absence & Make-Up Work Policy	Student Handbook
Satisfactory Progress Policy	Student Handbook
Leave of Absence Policy	Student Handbook
Cooperative Agreement Career majors	Student Handbook Full-time Career majors Brochure
Drug and alcohol prevention information pursuant to Public Law 101-226	Student Handbook Board of Education Policy Manual
Policies and sanctions related to copyright infringement and liabilities students may face for unauthorized distribution of copyrighted materials	Student Handbook Board of Education Policy Manual
Emergency response and evacuation procedures to reach students and staff	Student Handbook Board of Education Policy Manual
College Navigator Web Site	http://nces.ed.gov/collegenavigator

NOTICE OF NONDISCRIMINATION

Great Plains Technology Center does not discriminate on the basis of race, color, national origin, sex/gender, age, or disability in admission to its career majors, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations. The Great Plains Technology Center also does not discriminate in its hiring or employment practices.

This notice is provided as required by Title VI of the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated compliance coordinator(s) at Great Plains Technology Center, 4500 W. Lee Blvd., Lawton, OK. or Great Plains Technology Center, 2001 E. Gladstone, Frederick, OK.

Title IX Coordinator/Compliance Officers

Lawton campus— Dr. Tom Thomas (580) 355-6371, Karen Bailey (580) 250-5526

Frederick campus—Nancy Hasley and Gary Tyler (580) 335-5525

El Great Plains Technology Center no discrimina raza, color, nacionalidad, género, edad, o incapacidad de admisión a sus career majoras, servicios, o actividades, en acceso a ellas, en el tratamiento a individuos, o en ningún aspecto de sus operaciones. El Great Plains Technology Center tampoco discrimina en sus contratos o practicas de empleados.

Esta noticia es provista y requerida por el Título VI del Acto de Derechos Civiles de 1964, Sección 504 del Acto de Rehabilitación de 1973, Título IX de la Enmienda Educativa de 1972, en el Acto de Era de Discriminación de 1975, y el Acto de los Estadounidenses con Habilidades Diferenciadas de 1990.

Preguntas, quejas, o para más información con respecto a estas leyes pueden ser recibidas por el coordinador de quejas at Great Plains Technology Center, 4500 W. Lee Blvd., Lawton, OK. or Great Plains Technology Center, 2001 E. Gladstone, Frederick, OK.

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GREAT PLAINS Technology Center

4500 W. Lee Blvd
Lawton, OK 73505
580.355.6371

www.gptech.org main site

email address for information www.info@gptech.org

REQUIREMENTS FOR CONTINUING ENROLLMENT

A student is expected to make progress toward satisfactory completion of his/her course of study to be eligible for continued enrollment. Satisfactory progress is defined as maintaining a minimum of a "C" average. Individual programs may have higher standards and are outlined in program handbooks and/or course of study. The higher standard takes precedent.

The student may change to another course of study with the permission of the Campus director and the instructor in the course into which he/she is changing. A student who fails to attend class regularly or otherwise demonstrates a lack of appropriate concern for satisfactory progress and conduct will be suspended from the school. Any student may apply for reinstatement at the beginning of a new semester. Re-entrance after reasonable assurance of improved trainee attendance and effort will be on a space available basis, and will require administrative approval. Re-entrance after two (2) dismissals for excessive absences will not be granted.

REFUNDS

Refunds to post secondary students in full-time adult programs at Great Plains Technology Center are made as follows:

- A. If a student withdraws the 1st day of class refund is 100% of tuition paid.
- B. If a student withdraws the 2nd through the 10th day of scheduled school days refund is 75% of the tuition paid.
- C. If a student withdraws after the 10th day of scheduled school day there is no refund.

Students who have received Title IV funds during the 2008/2009 school year refunds are calculated in accordance with the Return of Title IV funds law.

RETURN OF TITLE IV FUNDS

Treatment of Title IV Funds when a student withdraws from a Clock Hour Program

The law now specifies how the school must determine the amount Student Financial Aid program assistance that you earn if you withdraw. Great Plains is applying the new law effective for the school year starting August 14, 2000 for those students who have received Title IV funds. And withdrawals on or after August 14, 2002 will be processed using the new return of title IV funds policy.

The new law requires that, when you withdraw during a payment period or period of enrollment, for which you have been charged for, the amount of Student Financial program assistance that you have earned up to that point is determined by a specific formula. If you received (or the school applied your aid to your tuition and/or fees and/or books) less assistance than the amount that you earned, you will be able to receive those additional funds. If you received more assistance that you earned, the excess funds must be returned.

The amount of assistance that you have earned is determined on a pro-rata basis. That is, if you completed 30 percent of the payment period or period of enrollment, you earn 30 percent of the assistance you were originally scheduled to receive. Once you have completed more than 60 percent of the payment period or period of enrollment, you earn all of your assistance.

If you received excess funds that must be returned, the school must return a portion of the excess to the lesser of

- your institutional charges multiplied by the unearned percentage of your funds OR
- the entire amount of excess funds.

If you are responsible for returning grant funds, you do not have to return the full amount. The law provides that you are not required to return 50 percent of the grant assistance that you receive that is your responsibility to repay. Any amount that you do have to return is a grant overpayment, and you must make arrangements with the school or the Department of Education to return the funds. Great Plains uses the software provided by the Dept. of Education to calculate the return of Title IV funds on line. **A sample hard copy of the worksheet is available in the Financial Aid Office upon request.**

GREAT PLAINS TECHNOLOGY CENTER

FINANCIAL AID INFORMATION SHEET

Federal Pell Grant

Pell Grants are awarded only to undergraduate students who have not earned a bachelor's or professional degree. Great Plains Students must be enrolled and attending a full time adult program approved for Federal Title IV programs. Unlike a loan, a Federal Pell Grant does not have to be repaid. To determine if you are eligible financially, the US Dept of Education uses a standard formula, established by Congress, to evaluate the information you report when you apply. The formula produces an Expected Family Contribution (EFC) number. Your Student Aid Report (SAR) contains this number and will tell you if you are eligible. How much you receive will depend not only on your EFC but also on your cost of attendance, whether you are a full-time or half-time student and whether you attend school for a full academic year or less. You may not receive Pell Grant funds from more than one school at a time. To apply fill out a Free Application for Federal Student Aid available in the financial aid office or apply online at www.fafsa.ed.gov

Federal Supplemental Educational Opportunity Grant

A Federal Supplemental Educational Opportunity Grant (FSEOG) is for undergraduates with exceptional financial need -- that is, students with the lowest Expected Family Contributions (EFC) -- and gives priority to students who receive Federal Pell Grants. An FSEOG doesn't have to be paid back. Students at the school are awarded an FSEOG based on the availability of the funds at the school. You can receive either \$200 or \$400 per year depending on your start date. Great Plains Students must be enrolled and attending a full time adult program approved for Federal Title IV programs.

Oklahoma Tuition Aid Grant Program

The Oklahoma Tuition Aid Grant Program (OTAG) is a need based grant program for Oklahoma residents who attend approved colleges, universities and technology centers in Oklahoma. Awards are approved for full-time or half-time students in undergraduate or graduate study. To apply complete a FAFSA as soon as possible after January 1. The OTAG deadline is April 15. All other eligible applications are awarded in descending order of highest need until all funds are committed. OTAG will review your family financial information to determine your eligibility. OTAG will notify you if you are approved. Great Plains Students must be enrolled and attending a full time adult program approved for Federal Title IV programs.

Veterans Educational Benefits

All of the full time adult programs and 24 short term ACD programs are approved for Veterans Educational Benefits. VA Educational Chapters are 1606, 1607, 30, 31, 35. For more information regarding VA Educational Benefits for full time adult programs contact: Cheryl Rasmussen, Bldg 100 Phone # 580-250-5534 Email crasmussen@gpotech.org For more information regarding VA Educational Benefits for short term ACD programs contact Pearl Brown, Bldg 300, Phone # 580-250-5503 Email pbrown@gpotech.org

SCHOLARSHIPS

Great Plains Technology Center Foundation Scholarship

The Great Plains Foundation was established in 1980 to assist students with tuition costs. Eligibility based on financial need. Applications are available in the Financial Aid Office, Bldg 100

April 1 for classes / semester beginning May through July
July 1 for classes / semester beginning August through December
December 1 for classes / semester beginning January through April

The Oklahoma Vo-tech Foundation Otha Grimes Scholarship

Otha Grimes Scholarship applications are distributed to current full time adult students the beginning of the Fall and Spring semesters. Scholarship limited to 9 students per semester. Scholarships must be used for expenses directly related to a student's program. Such as: tuition, books, uniforms, and conference registration and school supplies.

Next Step Scholarship

The Next Step Scholarship is a one time tuition scholarship. The maximum award is \$1250 toward tuition at Great Plains Technology Center. The scholarship is applied toward tuition for a full – time program or may be applied toward an ACD (evening) class. The waiver may be used for classes, taken in an approved sequence education plan, and completed by one year from the date of the scholarship. Applicants must apply within 2 years of high school graduation and have graduated from a high school within the Great Plains school district (9).

Superintendent's Scholarship

The Great Plains Technology Center Superintendent's Scholarship is a tuition waiver only. The scholarship is awarded exclusively to high school students planning to complete his/her current program after high school. One scholarship per instructor is awarded.

GREAT PLAINS Technology Center

NON MEDICAL - FUNDING ELIGIBILITY 2009

Cluster → Pathway → Career Major	Hours	Length	*Eligible for Title IV Funding	Eligible for VA Benefits	Continues thru The Summer
ARCHITECTURE & CONSTRUCTION	Construction				
1. Frame Carpenter - Ferguson, Biggs	1050	9 mo	Yes	Yes	No
2. Lead Carpenter - Ferguson, Biggs	2370	21 mo	Yes	Yes	Yes
1. Residential Electrician's Assistant - Klein, Betancourt	1050	9 mo	Yes	Yes	No
2. Commercial Electrician's Assistant - Klein, Betancourt	2370	21 mo	Yes	Yes	Yes
ARCHITECTURE & CONSTRUCTION	Maintenance / Operations				
1. Residential HVAC Technician - Davies	1050	9 mo	Yes	Yes	No
2. Commercial HVAC Technician - Davies	2370	21 mo	Yes	Yes	Yes
ARTS, A/V TECHNOLOGY & COMMUNICATIONS	Printing Technology				
1. Printing Design Technician - Roberts	1050	9 mo	Yes	Yes	No
ARTS, A/V TECHNOLOGY & COMMUNICATIONS	Visual Arts				
1. Advertising Designer - Roberts	2100	9 mo	Pending	Pending	No
2. Visual Arts Production Artist - Roberts	1050	18 mo	Pending	Pending	No
BUSINESS MANAGEMENT & ADMINISTRATION	Administrative & Information Support				
1. Administravtive Assistant - Ryan	600	9 mo	Pending	Pending	No
1. Medical Transcriptionist - Ryan	1050	9 mo	Yes	Yes	No
2. Medical Insurance Coder - Ryan	1050	9 mo	Yes	Yes	No
EDUCATION TRAINING	Teaching & Training				
Pre Education- Holland	1050	9 mo	Pending	Pending	No
HOSPITALITY & TOURISM	Lodging				
Hospitality Service Assistant - B. Wright	1050	9 mo	Yes	Yes	No
HOSPITALITY & TOURISM	Restaurant Food & Beverage Services				
Culinary Arts Management Assistant - Ronio - Stonerock	1050	9 mo	Yes	Yes	No
*Culinary Coordinator- Ronio - Stonerock	1050	9 mo	Yes	Yes	No
INFORMATION TECHNOLOGY	Interactive Media				
3D Animator - J. Wright	1050	9 mo	Yes	Yes	No
Multimedia Assistant - Dodd	1050	9 mo	Yes	Yes	No
Video Editor - Dodd	1050	9 mo	Pending	Pending	No
INFORMATION TECHNOLOGY	Information Support and Services				
PC Support Techician - Baxter	525	9 mo	No	Pending	No
INFORMATION TECHNOLOGY	Network Systems				
Network Security Specialist (System Emphasis) - Sloan	1050	9 mo	Yes	Yes	No
Enterprise Network Professional - Wicks	1300	12 mo	Yes	Yes	Yes
LAW, PUBLIC SAFETY, CORRECTIONS & SECURITY	Emergency & Fire Management Services				
Basic EMT / Firefighter - Howell	605	9 mo	Yes	Yes	No
LAW, PUBLIC SAFETY, CORRECTIONS & SECURITY	Law Enforcement Services				
Criminal Justice Officer - Neasbitt	1050	9 mo	Yes	Yes	No
MANUFACTURING	Welding & Metal Fabrication				
Structural Welder - Bellamy	1575	13.5 mo	Yes	Yes	No
MANUFACTURING	Manufacturing Production Process Development				
Design Engineer Technician - Wallace	1050	9 mo	Yes	Yes	No
TRANSPORTATION, DISTRIBUTION & LOGISTICS	Automotive Collision Repair				
Combination Collision Repair Technician - Josey, Pierce	1050	9 mo	Yes	Yes	No
TRANSPORTATION, DISTRIBUTION & LOGISTICS	Automotive Service				
Automotive Service Technician - Peters, Bennett, Knight	1170	11 mo	Yes	Yes	Yes
TRANSPORTATION, DISTRIBUTION & LOGISTICS	Medium Heavy Diesel Truck Repair				
Medium/Heavy Diesel Truck Service & Light Repair Technician - Davison	1050	9 mo	Yes	Yes	No

You may apply at any time during the year in Building 100 Room 111
For further information contact the Enrollment Secretary at 580.250.5605

***Title IV funding includes: (PELL, SEOG, OTAG)**

GREAT PLAINS

Technology Center

MEDICAL - FUNDING ELIGIBILITY 2009

Cluster → Pathway → Career Major	Hours	Length	*Eligible for Title IV Funding	Eligible for VA Benefits	Continues thru The Summer
HEALTH SCIENCES		Therapeutic Services			
Licensed Practical Nurse TRADITIONAL- Meyer	1463	12 mo	Yes	Yes	Yes
Licensed Practical Nurse FLEX DAY - Meyer	1463	12-24 mo	Yes	Yes	Yes
Licensed Practical Nurse FLEX NIGHT - Meyer	1463	13-24 mo	Yes	Yes	Yes
*Advanced Respiratory Therapist - Powers	1945	16 mo	Yes	Yes	Yes
Surgical Technologist - Tahah	1185	9 mo	Yes	Yes	No
HEALTH SCIENCES		Diagnostics Services			
*Radiologic Technology Program 2009-2011 - Baxter	2815	24 mo	Yes	Yes	Yes

***Title IV funding includes: (PELL, SEOG, OTAG)**

**You may apply at any time during the year at
Great Plains Technology Center
4500 W. Lee Blvd, Building 100 Room 111**

For further information contact the Enrollment Secretary at 580.250.5605