



# Open Enrollment Schedule Career Technical Education (CTE)

## Final Week of Open Enrollment\*

Jan. 18 Friday	Jan. 22 Tuesday	Jan. 23 Wednesday	Jan. 24 Thursday	Jan. 25 Friday
8:30 AM - 4:00 PM	8:30 AM - 4:00 PM & 5:00 PM - 8:00 PM	8:30 AM - 4:00 PM & 5:00 PM - 8:00 PM	8:30 AM - 4:00 PM & 5:00 PM - 8:00 PM	8:30 AM - 4:00 PM

\* For classes starting January 22, 2019 through February 25, 2019

- Enrollment is first come, first served.
- All fees must be paid at time of registration.
- As indicated, some classes require that an entry reading and/or math assessment test be passed prior to enrollment.
- Please refer to the CTE prerequisite sheet for a complete listing of enrollment requirements.



### Prerequisites for Career Technical Education (CTE) Courses

Course #	Course Title	Prerequisite	Recommended Prior Course
75-15-60	Accounting/2	Accounting/1	
71-10-80	Accounting Clerk: Upgrade (QuickBooks)	Accounting/1	Accounting/2 & Comp Op/1
75-35-90	Computer Operation/2: Applications	Computer Operation/1 or Comp Op/1 Challenge Test	
75-45-50	Computer Operation/3: Database Management	Computer Operation/1 or Comp Op/1 Challenge Test	
75-45-60	Computer Operation/4: Presentations	Computer Operation/1 or Comp Op/1 Challenge Test	
71-35-60	Construction Work/2	Construction Work/1	
71-35-70	Construction Work/3	Construction Work/2	
78-45-60	Cosmetology/1	Reading Assessment Test Score - 9.0	
78-45-63	Cosmetology/2	Cosmetology/1	
78-45-65	Cosmetology/3	Cosmetology/2	
78-45-95	Cosmetology Specialist	Cosmetology Experience & Teacher Approval	
78-45-70	Barber Crossover for Cosmetologist	Cosmetology/3 or Licensed Cosmetologist	
77-15-50	Culinary Arts: Baking/1	Reading Assessment Test Score - 8.0	
77-15-55	Culinary Arts: Baking/2	Culinary Arts: Baking/1	
77-15-80	Culinary Arts: Catering (Food Prep & Presentation)	Reading Assessment Test Score - 8.0	
72-75-55	Electrician/2: Wiring & Codes	Electrician/1: Fundamentals	
78-45-80	Esthetician/1	Reading Assessment Score - 9.0	
78-45-83	Esthetician/2	Esthetician/1	
78-45-85	Esthetician/3	Esthetician/2	
74-55-60	Fashion/2	Fashion/1	Comp Op/1
74-55-80	Fashion/4	Fashion/2	
70-65-55	Graphic Design: Digital Imaging	Graphic Design: Fundamentals	
70-65-60	Graphic Design: Advertising Design	Graphic Design: Digital Imaging	
76-15-60	Health Info Tech/2: Electronic Recording & Filing	HIT/1	Comp Op/1 & Typing-30wpm
76-15-70	Health Info Tech/3: Insurance & Billing	HIT/1	
76-15-80	Health Info Tech/4: Diagnostic Coding Systems	HIT/2 & HIT/3	
76-15-90	Health Info Tech/5: Ambulatory Coding Systems	HIT/2 & HIT/3	
72-85-65	HVAC/2	HVAC/1	
72-85-70	HVAC/3	HVAC/2	
70-25-75	Landscaping/2	Landscaping/1	
78-10-90	Manicuring/1	Completed 10th Grade or Reading Assessment Test Score - 8.0	
78-10-95	Manicuring/2	Manicuring/1	
77-65-60	Networking/2	Networking/1	Comp.Tech Intro & Comp.Tech A+ Cert.
77-50-75	Nursing Assistant: Long-Term Care	HIT/1 & Reading Assessment Test Score - 8.0	<p><b>All CTE courses require employment level competency in written and verbal communication in English in order to be successful and complete the courses.</b></p> <p><b>Space permitting, you may enroll in a course you do not complete one additional time only.</b></p> <p><b>You may not re-enroll in a course you have completed.</b></p>
77-80-70	Home Health Aide (Supplemental)	Nursing Asst: LTC & passing score on state exam	
77-90-60	Pharmacy Technician	HS Diploma/HSE & Reading Assessment Test Score - 9.0	
76-45-50	Physical Therapy Aide	Reading Assessment Test Score - 6.0	
76-45-55	Sports Therapeutics	Reading Assessment Test Score - 6.0	
71-50-86	Typist: Keyboarding/2	Typist: Keyboarding/1	
70-85-70	Video Production/2	Video Production/1	
70-85-80	Video Production/3	Video Production/2	

**No Prerequisites for the following courses:**

Accounting/1  
Administrative Assistant classes  
Computer Operation/1: Foundations  
Construction Work/1

Early Childhood Education classes  
Electrician/1: Fundamentals  
Fashion/1  
Graphic Design: Fundamentals

HIT/1: Terminology  
HVAC/1  
Landscaping  
Networking/1

Tax Preparation  
Typist: Keyboarding/1  
Video Production/1



## West Valley Occupational Center | Career Technical Education (CTE) Courses

* Course Title †	Section #		Course # †	Cost ‡	Weekly Schedule	Days	Start Date	End Date
Accounting/1	1642	Plat	75-15-50	\$60	10:30 AM - 12:30 PM	M-F	01/22/19	03/29/19
* Accounting/2	1641	Plat	75-15-60	\$60	8:15 AM - 10:15 AM	M-F	01/22/19	03/29/19
* Accounting Clerk (Upgrade) QuickBooks	1644	Sifuentes	75-10-80	\$80	10:30 AM - 12:30 PM	M-F	01/22/19	03/29/19
* Accounting Clerk (Upgrade) QuickBooks	1645	Sifuentes	75-10-80	\$80	6:15 PM - 9:00 PM	M-Th	01/22/19	03/28/19
Tax Preparation	1643	Sifuentes	75-15-70	\$60	8:15 AM - 10:15 AM	M-F	01/22/19	03/29/19
Administrative Assistant/1	1621	Kinne	75-35-50	\$90	10:30 AM - 12:30 PM	M-F	01/22/19	03/29/19
Computer Operation/1	1640	Giammattei	75-35-80	\$90	8:15 AM - 10:15 AM	M-F	01/22/19	03/29/19
Computer Operation/1	1647	Torres	75-35-80	\$90	10:30 AM - 12:30 PM	M-F	01/22/19	03/29/19
* Computer Operation/2	1646	Torres	75-35-90	\$90	8:15 AM - 10:15 AM	M-F	01/22/19	03/29/19
* Computer Operation/2	1513	Torres	75-35-90	\$90	6:15 PM - 9:00 PM	M & T	02/25/19	06/04/19
Construction Work/1	Not Currently Offered		71-35-50	\$100	8:15 AM - 2:00 PM	M-F	Not Currently Offered	
* Construction Work/2	Not Currently Offered		71-35-60	\$100	8:15 AM - 2:00 PM	M-F	Not Currently Offered	
* Construction Work/3	Not Currently Offered		71-35-70	\$100	8:15 AM - 2:00 PM	M-F	Not Currently Offered	
* Cosmetology/1, 2	308	Sumera	78-45-60	\$910	8:15 AM - 3:30 PM & 8:15 AM - 3:00 PM	M-Th & F	01/22/19	06/07/19
* Cosmetology/2	4409	Zelyan	78-45-63	\$910	8:15 AM - 3:30 PM & 8:15 AM - 3:00 PM	M-Th & F	01/22/19	06/07/19
* Cosmetology/3 or Cosmetology Specialist	303	Lahham	78-45-65 78-45-95	\$910 \$170	8:15 AM - 3:30 PM & 8:15 AM - 3:00 PM	M-Th & F	01/22/19	06/07/19
* Barber Crossover for Cosmetologist	4420/4421	Zelyan/Lahham	78-45-70	\$300	3:45 PM - 7:00 PM	M-Th	01/22/19	06/06/19
* Culinary Arts: Baking/1	4433	Prieto	77-15-50	\$80	8:15 AM - 3:00 PM	M,W	02/11/19	04/03/19
* Culinary Arts: Catering (Food Preparation and Presentation)	4434	Prieto	77-15-80	\$100	8:15 AM - 3:00 PM	T,R	02/12/19	06/06/19
Early Childhood Education Assistant/1	4335	Shirley	72-10-90	\$140	5:15 PM - 9:00 PM & 8:30 AM - 4:30 PM	M,W & Th,F	01/23/19	06/07/19
Early Childhood Education: Infant/Toddler Studies	4436	Shirley	72-10-80	\$100	5:45 PM - 9:00 PM & 8:30 AM - 1:45 PM	T & T	01/22/19	06/05/19
Electrician/1	4826	Hernandez	72-75-50	\$240	8:15 AM - 12:30 PM	M-F	01/22/19	03/29/19

\* Indicates a prerequisite requirement

† Where multiple courses are listed together, only one may be enrolled in for a given term

‡ Students pay a separate enrollment cost for each course

Revised 12/06/18



# West Valley Occupational Center | Career Technical Education (CTE) Courses

* Course Title †	Section #		Course # †	Cost ‡	Weekly Schedule	Days	Start Date	End Date
Electrician/1	4837	Hernandez	72-75-50	\$240	5:45 PM - 9:00 PM	M,W	01/23/19	06/05/19
* Electrician/2	4838	Hernandez	72-75-55	\$240	5:45 PM - 9:00 PM	T,Th	01/22/19	06/06/19
Fashion/1	4451	Chang	74-55-50	\$50	8:15 AM - 12:30 PM	M-F	01/22/19	02/22/19
* Fashion/4	4442	Chang	74-55-80	\$80	5:45 PM - 9:00 PM	M-Th	01/22/19	06/06/19
Graphic Design: Fundamentals or * Graphic Design: Digital Imaging or * Graphic Design: Advertising Design	334	Robbins	70-65-50 70-65-55 70-65-60	\$100 \$100 \$100	8:15 AM - 3:00 PM & 8:15 AM - 12:30 PM	M-Th & F	01/22/19	03/29/19
HVAC/1	4832	Figueroa	72-85-60	\$100	8:15 AM - 3:00 PM	M-F	01/24/19	03/08/19
HIT/1:Terminology	4035	Dorsey	76-15-50	\$100	10:30 AM - 12:30 PM	M-F	01/22/19	03/29/19
* HIT/2: Electronic Recording & Filing	4030	Alvarez	76-15-60	\$100	10:30 AM - 12:30 PM	M-F	01/22/19	03/29/19
* HIT/3: Insurance & Billing	4034	Dorsey	76-15-70	\$100	8:15 AM - 10:15 AM	M-F	01/22/19	03/29/19
* HIT/4: Diagnostic Coding Systems	4041	Alvarez	76-15-80	\$100	5:15 PM - 9:00 PM	M-TH	02/19/19	04/09/19
* HIT/5: Ambulatory Coding Systems	4037	Kinne	76-15-90	\$100	8:15 AM - 10:15 AM	M-F	01/22/19	03/29/19
* Manicuring/1	339	Cao	78-10-90	\$260	8:15 AM - 2:00 PM & 8:15 AM - 12:45 PM	M-Th & F	01/22/19	03/29/19
Networking/1	4831	Belgarde	77-65-50	\$100	8:15 AM - 2:00 PM	M-F	01/22/19	03/29/19
* Pharmacy Technician	4032/4033	Diment/George	77-90-60	\$650	8:15 AM - 3:00 PM	M-F	01/22/19	06/07/19
* Physical Therapy Aide	4039	Banks	76-45-50	\$90	5:15 PM - 9:00 PM & 5:15 PM - 8:30 PM	T,W & Th	01/22/19	06/06/19
* Sports Therapeutics	4038	Adams Mubiru	76-45-55	\$90	8:15 AM - 12:00 PM & 8:15 AM - 11:15 AM	T,W & Th	01/22/19	06/06/19
Typist: Keyboarding/1 or * Typist: Keyboarding/2	330	Castro	71-50-84 71-50-86	\$50 \$50	8:15 AM - 10:15 AM	M-F	01/22/19	03/29/19
Typist: Keyboarding/1 or * Typist: Keyboarding/2	331	Castro	71-50-84 71-50-86	\$50 \$50	10:30 AM - 12:30 PM	M-F	01/22/19	03/29/19
Video Production/1 or * Video Production/2 or * Video Production/3	335	Shusstari	70-85-60 70-85-70 70-85-80	\$70 \$70 \$70	8:15 AM - 1:00 PM	M-Th	01/22/19	03/28/19

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