

## **Career Link: A Jump Start on College and the Future**

Career Link is a program which allows qualified students to earn a year of college career program credit while still in high school. This is made possible through a close cooperative relationship between Garner-Hayfield High School and North Iowa Area Community College.

All tuition and textbook costs are paid through a combination of high school, NIACC, and state incentive funds. There is no cost to the student, except for transportation, and in some programs, tools. In some cases, the student can complete the first year of an associate degree career program by the end of his/her senior year.

Detailed course descriptions are available in the high school guidance office. The general catalog and student handbook from NIACC is also available on-line at [www.niacc.edu](http://www.niacc.edu).

### **Career Link Programs**

**Automotive Technology Academy – NIACC Campus**

**Health Careers Academy - West Hancock High School & Hancock County Memorial Hospital**

**Information Technology Academy – Garner-Hayfield High School**

**Tool and Die Technology Program - NIACC Campus**

#### **Program Benefits:**

The Career Link program has numerous advantages for students, not the least of which is the fact that they are prepared to enter the work force with skills that make them highly employable.

Students also:

- Save one year's time and one year's tuition/book costs.
- Receive dual credit for completed course work.
- Experience college success while still in high school.
- Ease transition to college.
- Enhance self-esteem and self-confidence.
- Develop career focus and strengthen skills.
- Achieve academic and personal goals.
- Get a head start on college and a career.

#### **Making It Work:**

Normally, Career Link is started during the sophomore or junior year when students take required high school preparatory courses. Students also complete "articulated" classes, which are taught by their high school teachers. In other words, certain high school classes cover similar material as introductory college ones. If at least a "B" average is maintained in the high school course, it takes the place of the college one, thereby saving time and money.

During the senior year, students spend mornings taking college classes, and in the afternoons they attend classes at G-HHS to fulfill graduation requirements.

Fran DeGroote, NIACC School Partnership Coordinator, works with Jim Haag, G-HHS counselor, to maintain a close watch on student progress. NIACC instructors provide them with regular written progress reports on each student.

## **Automotive Technology Academy**

### **Location: NIACC - Mason City Campus**

- School Partners: Clear Lake, Forest City, Garner-Hayfield, Hampton-Dumont, Lake Mills, Sheffield-Chapin/Meservey-Thornton, West Fork and Woden-Crystal Lake-Titonka
- Year Established: 1996

#### **Program Description:**

Automotive Service Technology is a 4-½ semester associate in applied science (AAS) degree program. The program is ASE/NATEF Master Certified. All eight instructional areas meet industry and educational standards as identified by Automotive Service Excellence and evaluated by the National Automotive Technicians Education Foundation:

Engine Repair  
Automatic Transmission/Transaxle  
Manual Drive Train and Axles  
Suspension and Steering Brakes  
Electrical/Electronic Systems  
Heating and Air Conditioning  
Engine Performance

#### **Automotive Program Goal:**

To prepare individuals for employment in the automotive service industry by:

- Maintaining an environment that is conducive to learning.
- Offering curriculum that reflects current industry requirements.
- Delivering classroom instruction that encourages analytical thinking.
- Providing laboratory experience that utilizes technical and problem-solving skills.
- Promoting workmanship that meets or exceeds industry standards.

Students who graduate with a one-year NIACC Automotive Service diploma will be qualified to work at general repair shops and under-car specialty shops. Students who complete the second year of the program to earn an associate degree will be qualified to work at dealerships and independent repair shops that handle engine performance problems and perform repair work on complex computer controlled systems. Other related job opportunities include: automotive parts sales, service writer/advisor, service manager, independent automotive shop owner, fleet service, and automotive industry equipment and service representatives.

AAS Degree Requirements: Completion of curriculum, with an average grade point of 2.00 (C).

Students who earn an AAS Degree have the opportunity to transfer to the University of Northern Iowa as a junior in the General Industry and Technology major as a result of an articulation agreement that UNI signed with NIACC in 1998.

#### **Employment Outlook:**

Job opportunities for automotive service technicians and mechanics are expected to be very good for persons who complete automotive training, as employers report difficulty in finding workers with the right skills. Person with good diagnostic and problem-solving abilities, and whose training includes basic electronic and computer courses, should have the best opportunities. Employment of automotive service technicians and mechanics is expected to increase as fast as the average through the year 2014. Over the 2004-14 period, demand for technicians will grow as the number of vehicles in operations increases, reflecting continued growth in the number of multi-car families. (U.S. Bureau of Labor Statistics 2007)

**Automotive Technology Student Profile:**

- solid math and science foundation
- good communication skills, especially ability to listen and to explain procedures
- ability and desire to update learning as technology changes
- ability to read and analyze large amounts of data needed to repair complex vehicle systems
- excellent reasoning skills
- desire to work with hands and head in diagnosis and repair
- ability to spell and write clearly

**Senior Year Courses Taught at the Automotive Technology Academy include:**

- Automotive Shop Safety
- Introduction to Automotive Technology
- Brake Systems
- Electrical Systems I
- Suspension and Steering
- Engine Repair
- Manual Drive Train & Axles
- Electronic Concepts

**\*\* Both male and female students are encouraged to participate in this program. \*\***

Students interested in this program should contact their high school counselor, NIACC School Partnership Coordinator Fran DeGroot (1-888-466-4222, ext 4164), or the NIACC Industrial Division (1-888-466-4222, ext. 4405).

## **Health Careers Academy**

Location: Hancock County Memorial Hospital and West Hancock High School  
Partners: Forest City, Garner-Hayfield, West Hancock, W-CL-T  
Capacity: 26 students  
Year Established: 1999

### **Program Description:**

The Health Careers Academy provides students hands-on skill training in health care, plus general education classes required for many careers in the health care field.

### **What equipment will I use?**

The clinical laboratory classroom at the Hancock County Memorial Hospital is equipped with hospital beds and bedding, wheelchairs, walkers, crutches, hand washing supplies, thermometers, blood pressure cuffs, gait belts, hospital gowns, personal care equipment, and patient gurneys. The West Hancock High School air-conditioned Career Link Academy classroom contains student computers, overhead and computer projectors, internet access, and a medical reference library. Classes are held at a fully-equipped hospital lab at Hancock County Memorial Hospital in Britt and a classroom at West Hancock High School. Students attend the Academy in the morning each day and return to their local high schools for afternoon classes.

### **College instructors teach the following college classes:**

- Nurse Aide Theory & Clinical Lab - become a **Certified Nurse Assistant (CNA)**
- Medical Terminology I
- Developmental Psychology\*
- Introduction to Psychology\*
- Composition & Speech I & II\*
- Clinical Procedures I & Lab

Courses above with an asterisk (\*) readily transfer to most 4-year colleges and universities.

### **After high school graduation, students may continue their studies on the main NIACC campus to complete the following health care programs:**

- Practical Nursing
- Associate Degree Nursing (Registered Nurse)
- Medical Laboratory Technician
- Medical Assistant
- Physical Therapist Assistant

Students may also elect to transfer to a four-year college or university.

**Health Care Professional Profile:**

- caring, empathetic
- emotionally stable
- courteous, pleasant demeanor
- manual dexterity and visual acuity
- excellent listening and communication skills

**Employment Outlook:**

Health care careers are among the fastest-growing in the nation. Of the top 25 fastest-growing careers, the following health careers are listed:

- Medical records technicians
- Occupational therapy assistants
- Cardiovascular technologists
- Physical therapy assistants
- Respiratory therapists
- Surgical technologists
- Psychiatric technicians
- Emergency medical technicians
- Licensed practical nurses
- Registered nurses
- Radiation therapists

**Grading Requirements:**

For NIACC's Licensed Practical Nurse program, students must attain a "C" grade in all nursing courses and at least a "C-" in related required courses. An overall 2.00 GPA in the prescribed curriculum and a minimum overall cumulative college grade point average of 2.00 is required for graduation from this program.

If a student wishes to seek application to NIACC's Associate Degree Nursing (RN) program, a cumulative GPA of 2.5 in the nursing courses must be attained, as well as a "C" grade in all support courses required for the Associate Degree Nursing program.

Please refer to the NIACC catalog for specific entrance requirements.

Both male and female students are encouraged to participate in this Academy program.

Students interested in this program should contact their high school counselor or NIACC School Partnership Coordinator Fran DeGroot (1-888-466-4222, ext 4164).

## Information Technology Career Link Academy

Location: Garner-Hayfield High School  
School Partners: Clear Lake, Forest City, Garner-Hayfield, West Hancock, W-CL-T  
Capacity: 20 students  
Year Established: 1999

### Program Description:

Within the Information Technology program, students will take a combination of classes in:

#### **First Semester:**

**Composition & Speech I (4 s.h.)** Class consists of improvement of skills in reading, writing, speaking, and listening, with an emphasis on expository methods of development and personal experience as supporting material. Students must meet minimum competency requirements in writing and speaking to receive a grade of C or higher.

**Home/Office Computer Management (3 s.h.)** Have a computer that needs some help? Learn how to install memory, upgrade Windows, and scan for viruses. This hands-course will teach you how to connect computers and share files, bring pictures onto your computer, hook up that scanner and printer, and create a home computer network.

#### **Digital Photography (3 s.h.)**

Digital photography has rapidly become a critical part of journalism, graphic design, web-site design, and fine art. This course covers the anatomy of the digital camera and what features to look for before you buy, how to compose quality photos in a digital environment, adjusting/modifying photos on the computer using Adobe Photoshop, and preparing photos for use in printed materials and on the Internet.

#### **Second Semester:**

**Web Development I (3 s.h.)** This course covers comprehensively the latest version of HTML. Students will learn good coding practices and be introduced to web development tools and FTP programs. Students will also be introduced to CSS, image management, browser, helper, applications, and basic JavaScript.

**Home/Office Network Management (4 s.h.)** The goal of this course is to introduce students to fundamental networking concepts and technologies. The course provides a hands-on introduction to networking and the Internet using tools and hardware commonly found in the home and small business environment. Students will develop the skills necessary to plan and implement small networks across a range of applications.

**Composition & Speech II (4 s.h.)** Students must have earned a C or higher grade in Composition & Speech I before enrolling in Composition & Speech II. This course is a continuation of Composition & Speech I, with an emphasis on argumentative and persuasive writing and speaking, on research methods, and on language.

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Successful completion of this program should prepare students to pursue a variety of computer related professions. Students could also choose to transfer into a four-year degree program at most colleges or universities.

Facility Description:

The Information Systems Technology Academy contains 25 computers. There are computers for students to use for installing different operating systems and software programs, and additional networking equipment such as hubs, switches, patch panels, cable installation equipment, and servers to allow students a maximum hands-on experience.

Employment Outlook:

The increasing use of technology in the workplace is projected to lead to faster than average growth in this occupation. Due to employment increases and because of the high demand for technical workers, prospects should be excellent for qualified job candidates. Employment of computer and information systems managers is expected to grow 16 percent over the 2006-16 decade, which is faster than the average of all occupations. **Occupational Handbook 2008-09.**

Information Technology Student Profile:

- X basic computer skills: word processing, spreadsheet, database
- X desire to work in a demanding and exciting technology field
- X love of lifelong learning
- X ability and enjoyment of solving problems; daily work deals with problems
- X solid math foundation and good logical thinking skills
- X good verbal and written communication skills

\*\* Both male and female students are encouraged to participate in this program. \*\*

Students interested in this program should contact their high school counselor or NIACC School Partnership Coordinator Fran DeGroot (1-888-466-4222, ext 4164)



Machine Trade Print Reading I & II      Machine Theory and Operations I & II

**\*\* Both male and female students are encouraged to participate in this program. \*\***

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