



# Open Enrollment Schedule Career Technical Education (CTE)

Jan. 14 Monday		Jan. 15 Tuesday		Jan. 16 Wednesday		Jan. 17 Thursday		Entry Test Schedule	
8:30 AM - 11:30 AM & 5:00 PM - 8:00 PM		8:30 AM - 11:30 AM & 5:00 PM - 8:00 PM		8:30 AM - 11:30 AM & 5:00 PM - 8:00 PM		8:30 AM - 11:30 AM & 5:00 PM - 8:00 PM		Testing is free	
Entry Test Req.		Entry Test Req.		Entry Test Req.		Entry Test Req.		Monday - Wednesday 9:00 AM 6:00 PM & Friday 9:00 AM	
Childcare	No	Accounting & Tax Prep.	No	Fashion	No	Culinary Arts	Yes	Bring a valid picture I.D.	
Electrician	No	Admin. Assistant	No	Graphic Design	No	Pharmacy Technician	Yes	Space is limited; First-come, first-served	
Heating, Vent. & AC	No	Computer Operations	No	Manicuring	Yes	Physical Therapy Aide	Yes	Report to the Counseling office 30 minutes prior to test time	
Networking	No	Health Info. Tech.	No	Video Production	No	Sports Therapeutics	Yes		
		Typing	No						

- 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



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* 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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