

NAME: _____

I.D.# _____

2009-10

AUTOMOTIVE SPECIALIST PROGRAMS
(7 Different Short-Term Certificate Programs)

AUTOMOTIVE ALIGNMENT SPECIALIST CERTIFICATE

This short-term program trains students to function as front-end mechanics. Students learn to align and balance wheels, as well as repair steering mechanisms and suspension systems.

PROGRAM REQUIREMENTS (7 credits)

_____	AUTO 101	3 cr	Basic Automobile Service and Systems (Prereq. Placement in RDG 098 or above)
_____	AUTO 108	4 cr	Steering and Suspension Systems (Prereq. AUTO 101)

AUTOMOTIVE BRAKE SPECIALIST CERTIFICATE

Students in this program are trained to work on drum and disk braking systems, parking brakes, and their hydraulic systems. Students learn to inspect, adjust, remove, repair and reinstall brake shoes, disk pads, drums, rotors, wheel and master cylinders, and hydraulic fluid lines.

PROGRAM REQUIREMENTS (13 credits)

_____	AMATH 100	2 cr	Basic Mathematics for the Skilled Trades
_____	AUTO 101	3 cr	Basic Automobile Service and Systems (Prereq. Placement in RDG 098 or above)
_____	AUTO 107	4 cr	Automotive Electricity/Electronics I (Prereq. Placement in RDG 098 or above)
_____	AUTO 202	4 cr	Automotive Brake Systems (Prereq. AUTO 101)

AUTOMOTIVE DRIVEABILITY SPECIALIST CERTIFICATE

This short-term program trains students to diagnose driveability problems. Students learn the basics of the engine, engine performance, how the electronics work, as well as the computer system functions of the vehicle. Students are taught to adjust the ignition timing and valves, and adjust or replace spark plugs or other parts to ensure efficient engine performance. Electronic test equipment is used to adjust and locate malfunctions in fuel, ignition, and emissions control systems.

PROGRAM REQUIREMENTS (19 credits)

_____	AUTO 101	3 cr.	Basic Automobile Service and Systems (Prereq. Placement in RDG 098 or above)
_____	AUTO 102	4 cr	Automotive Engines (Prereq. AUTO 101)
_____	AUTO 107	4 cr	Automotive Electricity/Electronics I (Prereq. Placement in RDG 098 or above)
_____	AUTO 206	4 cr	Automotive Engine Performance (Prereq. AUTO 102 & 107)
_____	AUTO 211	4 cr	Engine Performance II (Prereq. AUTO 101, 107, 206 & 210)

AUTOMOTIVE ENGINES SPECIALIST CERTIFICATE

This short-term program trains the student to function as an engine mechanic. Students learn to overhaul engines, as well as service the electrical needs of the engine.

PROGRAM REQUIREMENTS (13 credits)

_____	AMATH 100	2 cr	Basic Mathematics for the Skilled Trades
_____	AUTO 101	3 cr	Basic Automobile Service and Systems (Prereq. Placement in RDG 098 or above)
_____	AUTO 102	4 cr	Automotive Engines (Prereq. AUTO 101)
_____	AUTO 107	4 cr	Automotive Electricity/Electronics I (Prereq. Placement in RDG 098 or above)

AUTOMOTIVE HEATING/AIR CONDITIONING SPECIALIST CERTIFICATE

This short-term program prepares technicians to install and repair air-conditioners as well as service components such as compressors and condensers.

PROGRAM REQUIREMENTS (13 credits)

_____	AMATH 100	2 cr	Basic Mathematics for the Skilled Trades
_____	AUTO 101	3 cr	Basic Automobile Service and Systems (Prereq. Placement in RDG 098 or above)
_____	AUTO 107	4 cr	Automotive Electrical/Electronics I (Prereq. Placement in RDG 098 or above)
_____	AUTO 207	4 cr	Automotive Heating/Air Conditioning (Prereq. AUTO 101 & 107)

AUTOMOTIVE PARTS SPECIALIST CERTIFICATE

This short-term program trains the student for positions in parts management. Students learn the parts management system as well as basic business management techniques and introductory computer skills.

PROGRAM REQUIREMENTS (13 credits)

_____	AMATH 100	2 cr	Basic Mathematics for the Skilled Trades
_____	AUTO 101	3 cr	Basic Automobile Service and Systems (Prereq. Placement in RDG 098 or above)
_____	AUTO 223	2 cr	Automotive Parts Management (Prereq. Placement in RDG 098 or above)
_____	ITAPP 101	3 cr	Introduction to Computers (Prereq. ITAPP 100 or equivalent and Keyboarding recommended)
_____	_____	3 cr	Business Elective - Select one course (3 credits) from:
			BUS 107 (3) Bookkeeping and Procedural Accounting
			BUS 127 (3) Business Communications (Prereq. ENG 101)
			BUS 170 (3) Small Business Management
			BUS 241 (3) Principles of Management (Prereq. BUS 101)

AUTOMOTIVE TRANSMISSION SPECIALIST CERTIFICATE

This short-term program trains mechanics to work on gear trains, couplings, hydraulic pumps, and other parts of automotive transmissions. Because these are complex mechanisms and include electronic parts, their repair requires considerable experience and training, including a knowledge of hydraulics.

PROGRAM REQUIREMENTS (15 credits)

_____	AUTO 101	3 cr	Basic Automobile Service and Systems (Prereq. Placement in RDG 098 or above)
_____	AUTO 102	4 cr	Automotive Engines (Prereq. AUTO 101)
_____	AUTO 205	4 cr	Manual Transmissions and Transaxles (Prereq. AUTO 101)
_____	AUTO 208	4 cr	Automatic Transmissions/Transaxles (Prereq. AUTO 101)

Additional Graduation Requirements for All 7 Certificates:

- _____ Attained a minimum grade point average of 2.0 in the courses identified in this certificate program.
- _____ **Current cumulative GPA:** _____
- _____ Completed a minimum of one-half of the credit hours required as a student at PSC.
- _____ Enrolled at PSC during the regular semester **immediately preceding** the awarding of the certificate.
- _____ Filed a **Graduation Petition Form** with the Office of Admissions and Records.
- _____ **Deadline for filing:** October 1 for Winter, March 1 for Spring, July 1 for Summer. (December, May & August candidates may choose to participate in the annual May Commencement Ceremony. Deadline to apply for ceremony is March 1st)

IMPORTANT PSC GRADUATION POLICIES

1. If the degree or certificate requirements are changed during your continuous attendance, you may elect to satisfy either the new requirements or the ones in force when you enrolled.
2. If you withdraw from Prairie State College for either a fall or spring semester, you must satisfy requirements in force at the time you re-enroll.
3. **Requests for COURSE SUBSTITUTIONS** in the program must be directed to the Program Coordinator. A Course Substitution Form must be signed by the Program Coordinator and submitted to the Office of Admissions and Records at least one semester prior to graduation.
4. Petitions for alteration of other graduation requirements must be submitted on a Student Appeal Form at least one semester prior to graduation.

DIVISION OF CAREER & TECHNICAL EDUCATION:

Program Coord:	Tony Gumushian	Room 2187	(708) 709-3614	tgumushian@prairiestate.edu
	Auto Lab	Room T-120	(708) 709-3781	
Dept. Chair:	John Lim	Room T-145	(708) 709-3783	jlim@prairiestate.edu
	Lab	Room T-195	(708) 709-3736	
Division Dean:		Room 2122	(708) 709-3689	

CAREER PLANNING/PLACEMENT INFORMATION:

Occupational Outlook Handbook, U.S. Department of Labor: <http://www.bls.gov/oco/home.htm>
Employment opportunities: www.collegecentral.com/prairiestate