

NAME: _____ I.D.# _____

2009-10
CAD DRAFTER
Certificate

This program is designed to prepare students for employment as entry-level CAD Drafters. Students will learn the skills and knowledge necessary to produce drawings, diagrams, charts, etc., using the AUTO-CAD software. Hands-on experiences will include CAD system operation, drawing set-up, original drawings, copy and modification of existing drawings and plotting.

PROGRAM REQUIREMENTS (13 credits)

- _____ CADMD 141 3 cr Technical Drafting I
 - _____ CADMD 243 3 cr Introduction to AutoCAD (Prereq. CADMD 141)
 - _____ CADMD 244 3 cr Intermediate AutoCAD (Prereq. CADMD 243)
 - _____ TECH 109 4 cr Technical Mathematics I (Prereq. High school Algebra with C or better)
 - _____ 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).

Credits	Credits	Credits	Credits
Required: 13	Completed: _____	In Progress: _____	Needed: _____

Student Advised By: _____ **Date:** _____

SIGNATURE: Counselor or Advisor or Faculty Advisor

This is an UNOFFICIAL evaluation. Official Evaluations must be requested in the Office of Admissions

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:	Dale Ballard	Room 2188	(708) 709-3769	dballard@prairiestate.edu
	CAD Lab	Room 2166	(708) 709-3610	
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>

Community College Connection to Jobs in Northern Illinois: www.ccjobnet.com