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Director of Career & Technical Education

Adam Facteau
Principal, CV-TEC Plattsburgh Campus

Mark Brown
Principal, CV-TEC Learning Hub Campus

Tina Mitchell
Principal, CV-TEC Mineville Campus

Maria Huntington
*Adult Services Supervisor,
CV-TEC OneWorkSource Campus*

COORDINATORS

Kelly Gowett
Health Careers

Sherry Snow
Student Services

Jen Parker
Academic Services

Katie LaBonte
Adult Literacy & Training

Dana Poirier
Community Outreach



OUR MISSION

Champlain Valley Educational Services is committed to being a valued and trusted partner by supporting students, schools, and communities to excel through high-quality education, training, and shared services.

OUR VISION

We aspire to be the premier providers of dynamic and innovative educational programs and shared services, serving as a catalyst for personal and regional growth and development towards a brighter global future.

OUR CORE BELIEFS

- Students are our first priority.
- Staff are essential to the health and well-being of our organization.
- We value open and honest communication.
- We embrace collaboration and shared decision-making.
- We promote creativity and innovation.
- ALL students can learn and be successful.
- We lead and act with integrity, fostering respect for all by ensuring the acceptance, inclusion, and celebration of our community members.
- Students, family and community are valued partners for success.
- We ensure a safe, supportive learning and work environment.
- We all impact the educational process and are dedicated to perform at the highest possible levels.

Public Non-Discrimination Notice:

Clinton-Essex-Warren-Washington BOCES a/k/a/ Champlain Valley Educational Services does not discriminate on the basis of race, color, national origin, sex, disability, age or any other legally protected status in its programs, activities, employment and admissions; and provides equal access to the Boy Scouts and other designated youth groups. Inquiries regarding this nondiscrimination policy may be directed to:

Civil Rights Compliance Officers
Matthew Walentuk - (518) 957-2363
Maria Huntington - (518) 561-0430 ext. 3079
1585 Military Turnpike
P.O. Box 455, Plattsburgh, NY 12901

Section 504 Compliance Officer
Matthew Slattery - (518) 957-2299
1585 Military Turnpike
P.O. Box 455, Plattsburgh, NY 12901



CV-TEC PLATTSBURGH CAMPUS
 1585 Military Turnpike
 P.O. Box 455
 Plattsburgh, NY 12901
 (518) 561-0100



CV-TEC LEARNING HUB CAMPUS
 1449 Military Turnpike
 Plattsburgh, NY 12901
 (518) 561-0100



CV-TEC MINEVILLE CAMPUS
 Plank Road
 P.O. Box B
 Mineville, NY 12956
 (518) 942-6691



CV-TEC OneWorkSource
 194 US Oval
 Plattsburgh, NY 12901
 (518) 561-0430 x3088
 1-866-WorkSource

Table of Contents

CV-TEC Division Overview	5
Career & Technical Education	6
What You Need to Know About CV-TEC CTE Programs	7
Student Activities	9
Articulation Agreements and Licensure Opportunities	10
CV-TEC Programs	
Allied Health	12
Animal Science: Large Animal Production.....	14
Animal Science: Veterinary Assistant.....	16
Automotive Collision Repair	18
Automotive Technology (<i>Plattsburgh & Mineville</i>).....	20
Business Management & Entrepreneurship.....	22
Construction Trades (<i>Mineville</i>).....	24
Construction Trades (<i>Plattsburgh</i>).....	26
Cosmetology (<i>Plattsburgh & Mineville</i>)	28
Culinary Arts Management	30
Digital Production & Multimedia Communications	32
Education & Human Services	34
Electrical Design, Installation & Alternative Energy	36
Environmental Conservation & Forestry.....	38
Heavy Equipment/Diesel Mechanics.....	40
Natural Resources Management (<i>Mineville</i>).....	42
New Visions: Applied Engineering.....	44
New Visions: Medical Careers	46
Pre-CTE Automotive Services	48
Pre-CTE Exploration (<i>Mineville</i>).....	50
Pre-CTE Food Services.....	52
Security & Law Enforcement (<i>Plattsburgh</i>)	54
Security & Law Enforcement (<i>Mineville</i>).....	56
Welding	58
Student Services Department	
Employability Skills Seminar	60
Work Based Learning.....	62
Adult & Continuing Education	64
Adult Literacy Education	66
Commercial Driver's License - CDL-A.....	68
Commercial Driver's License - CDL-B	70
Commercial Driver's License - CDL B to A Upgrade.....	72
Nurse Assisting (CNA).....	74
Practical Nursing (LPN)	76
Electrocardiograph Technician (EKG).....	78
Phlebotomy	80
Directory	82



WELCOME TO CV-TEC

As the Director of Career & Technical Education, I am proud to welcome you to CV-TEC. The CV-TEC Division of Champlain Valley Educational Services offers a wide range of Career & Technical Education (CTE) Programming, Adult Literacy Programming, and Continuing Education Programming for our school districts and community members of Clinton and Essex Counties.

“to prepare students for success in careers and life-long learning including post-secondary education.”

Team CV-TEC is dedicated to our mission and committed to continuing and intensifying the long standing tradition of excellence at CV-TEC. With our mission in mind, each student’s individual needs is what will drive and direct our educational programming and fuel our desire to continually improve our efforts to serve our students, component districts, business & industry partners and our surrounding community.

I would like to personally extend an invitation to meet with you in person, arrange for you to tour our facilities, and to discuss the opportunities available to our community here at CV-TEC.

#CTEisEssential

Michele M. Friedman
*Director of Career
& Technical Education
CV-TEC Division of Champlain
Valley Educational Services*

CV-TEC has a rich history in the North Country and we are proud and committed to continuing the tradition of excellence on all of our CV-TEC campuses and locations.

Team CV-TEC is dedicated to a collaborative approach for excellence in Career & Technical Education. It is the CVES mission that “CVES empowers students, schools and communities by providing exemplary education, training, support and shared services,” and the mission of the CV-TEC Division



Adam Facticeau
*Principal
CV-TEC Plattsburgh
Campus*

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@ the Learning Hub*

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CV-TEC Mineville Campus*

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*Adult Services Supervisor
CV-TEC OneWorkSource*

CV-TEC

CV-TEC MISSION

The primary mission of the Champlain Valley Technical Education & Careers (CV-TEC) Division is to prepare students for successful careers and lifelong learning including post-secondary education.



DIVISION OVERVIEW

CV-TEC, the Career and Technical Education (CTE) Division of CVES, is the primary provider of Career and Technical Education, Adult Literacy and Job Skills Training programs and services for secondary and postsecondary (adult) students in Clinton & Essex Counties. The CV-TEC Division offers programs and services on four campuses: the Plattsburgh Campus and the Learning Hub are both located in Clinton County and the Mineville Campus located in Essex County all provide CTE Programming for secondary and postsecondary students; the OneWorkSource Campus location in Plattsburgh provides Literacy, High School Equivalency (HSE), Corrections Education and Job Skills Training (JST) programs and opportunities for adult learners in Clinton & Essex Counties.

All CV-TEC CTE two-year programs are approved by the New York State Education Department (NYSED) as CTE Approved Programs of Study. Core academic instruction is an integral part of all of the CTE Programs of Study as well as 21st Century & Work Readiness Skills development. Students successfully completing their program will earn high school credit toward graduation requirements, advanced college credit, industry certifications/credentials/licenses, participate in work-based learning activities (including paid and unpaid work experiences) and are eligible for the NYSED Advanced Regents Designation: Career and Technical Education (CTE) Endorsement Seal on their High School Regents Diploma after passing a rigorous national or state industry assessment.

In addition, the CV-TEC Division offers comprehensive and extensive programming for Adult & Continuing Education and specialized Business & Industry Training. Online High School

courses are also available for interested students.

CV-TEC Cooperative Services (Co-Sers)

Career and Technical Education (CTE) with Integrated & Specialized Academics

- Co-Ser 101 Plattsburgh Campus
- Co-Ser 102 Mineville Campus
- Co-Ser 104 Learning Hub

Pre-CTE (Job Target) Program

- Co-Ser 115 Plattsburgh Campus
- Co-Ser 116 Mineville Campus

Online High School Courses - Co-Ser 411

Incarcerated Youth - Co-Ser 425

Adult and Continuing Education - Co-Ser 103

Dislocated Worker & Out-of-School Youth - Co-Ser 920

Adult Literacy Education - Co-Ser 950

Adult Basic Education - Co-Ser 952

Corrections Education

- Co-Ser 994 Essex County
- Co-Ser 995 Clinton County

Literacy Zone

- Co-Ser 995 Clinton County
- Co-Ser 997 Essex County

CAREER & TECHNICAL EDUCATION (CTE)

All CV-TEC CTE Programs provide hands-on, real-world training in nearly thirty career fields. CTE combines core academic content with technical skills development to prepare students for the world of work, post-secondary education, or both!



All CTE Programs of Study Include:

NYS Advanced Regents Designation/CTE Endorsement

Students who successfully complete and pass the designated Technical Assessment and all New York State Education Department (NYSED) graduation requirements including completion of the two-year NYSED Approved CTE Program of Study may earn an Advanced Regents Designation/CTE Endorsement on their high school diploma.

College Articulation/Dual Credit

All CTE Programs have the opportunity for students to earn college credit while still in high school and/or earn college credit at a partner postsecondary institution after high school graduation.

Core Academic Courses

While learning at CV-TEC, core academic content is integrated within each program. Students can earn high school credit to satisfy NYSED graduation requirements.

Work-Based Learning

Students have the opportunity to participate in activities that connect classroom learning with real-world industry requirements. CV-TEC has over 300 business & industry partners providing state-of-the-art experiences for our students.

Industry Certification/Credentials & Licensure

Our programs prepare students to satisfy requirements and to earn local, state, and national certification/credentials/licenses in their training field.

National Work Readiness Credential (NWRC)/21st Century Learning (NYS CDOS Credential)

All students have the opportunity to earn a nationally recognized workplace readiness credential while completing their training. Students who successfully complete the assessment (and/or minimum work based learning hours) will also earn the NYS CDOS (Career Development & Occupational Skills) Credential.



WHAT YOU NEED TO KNOW ABOUT CV-TEC CTE PROGRAMS

When can I start taking a CTE Program at CV-TEC?

Most students are scheduled for a CV-TEC CTE Program when they are in the 11th grade. Your home district school counselor can review the different options with you. Additional questions can be answered by calling the CV-TEC Student Services office at (518) 561-0100 ext 240.

Would I come to CV-TEC every day? How will I get there?

Classes are offered every day in two sessions. Your home district is responsible for providing transportation to and from the CV-TEC campus location.

- **AM Session | First Year Students** - 8:30 a.m. - 11:25 a.m.
- **PM Session | Returning Students** - 12:00 p.m. - 2:55 p.m.

First year students attend in the morning session and returning students attend in the afternoon session. New Vision students are scheduled by CV-TEC.

Can I get work experience in my chosen field while attending CV-TEC?

Yes, every CV-TEC CTE Program consists of both technical theory and hands-on experiential components to prepare students for their chosen field. Off-campus work is also available during the two-year program. The Work Based Learning Coordinator will assist in placing students with business mentors in both paid and/or unpaid work experiences. During their senior year, these students may report directly to their work sites up to three days per week where they are evaluated by their business mentors.

Are all CV-TEC CTE Programs two-year programs?

No, our CV-TEC New Visions: Medical Careers and New Visions: Applied Engineering Programs are one-year, competitive application programs for high school seniors only. Students must apply for entry into the New Visions Program during their junior year. We also offer Pre-CTE Programs for students in grades 9 - 12 which provide service-level introductory training for students.



WHAT YOU NEED TO KNOW ABOUT CV-TEC CTE PROGRAMS



Are CV-TEC CTE Programs credit bearing?

Yes, all CV-TEC CTE Programs have been approved by NYSED for up to five high school credits per year towards high school graduation requirements. Successful completion of a CTE program can meet core academic requirements and also fulfill the requirement for one unit of Career and Financial Management.

I want to participate in after-school activities at my home school. Can I still do that?

Yes, you can still participate in activities and sports while attending CV-TEC. The session you decide to take is a decision you make with your home district school counselor.



Are there any costs involved in attending CV-TEC?

Tuition, text books, and transportation are covered by your home school district. Some programs require the purchase of uniforms, work boots, safety glasses, or personal tools that are paid for by the student. Financial assistance may be available to qualified students to cover the cost of required uniforms, supplies, and tools. Contact your CV-TEC school counselor for specific program information.

Can CV-TEC CTE Programs prepare me for post-secondary education?

Yes, CV-TEC students can earn college credits through articulation agreements (*page 10*) and dual credit options with various colleges. The CV-TEC Student Services Department can provide you with the most current and up-to-date information on articulation agreements.



How do I enroll?

Enrollment into a CV-TEC CTE Program is completed at your home school district's guidance office. Post-secondary student enrollment is completed at the CV-TEC Student Services office at the CV-TEC Plattsburgh Campus.

STUDENT ACTIVITIES

NTHS - National Technical Honor Society



The National Technical Honor Society recognizes, honors and encourages CTE students who excel at their career and technical studies and who possess good character and attitude. In order to qualify for a nomination, a student must maintain a minimum of a 90% grade point average or better in their CTE program, a minimum of 93% attendance and must receive a nomination from their CTE Teacher.

Students who meet the criteria and successfully complete the nomination and evaluation process are inducted in a formal candlelight ceremony each Spring.



SkillsUSA



SkillsUSA is a student leadership organization for students enrolled in any of the CTE Programs. It is a partnership of students, teachers, and business & industry working together to ensure America has a skilled workforce. The national organization promotes leadership, life-long learning, and dignity of work. The local chapter focuses on teamwork and character development through skills competitions and community service. Each Spring, selected students have the opportunity to compete against other New York State CTE students in their technical training area.

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FFA - Future Farmers of America



FFA is an intracurricular student organization for those interested in agriculture and Leadership. FFA is a dynamic youth organization that changes lives and prepares members for premier leadership, personal growth and career success through agricultural education.

FFA develops members' potential and helps them discover their talent through hands-on experiences, which give members the tools to achieve real-world success.



North Country Loggers

The North Country Loggers Club is designed for students training in the Environmental Conservation and Forestry Program. The North Country Loggers focuses its efforts on community service, industry based competitions and CV-TEC leadership opportunities.



CV-TEC Secondary, Post-Secondary College Agreements and Licensure Opportunities

CV-TEC Career & Technical Education (CTE) Program	Articulated College Agreements	Dual Enrollment College Agreements	NYS Licensure or Corporate/ National Association Certification	Approved High School Integrated Academic Credit NYSED Regulations: 100.5(6), 100.5(7) (Maximum, 10 Credits)
Allied Health	Clinton Community College, 7 cr. CV-TEC LPN Program, 10 hours	Clinton Community College, 3 cr. North Country Community College, 3 cr.	CNA, EKG, First Aid/ CPR Certifications; Phlebotomy Certification Prep; OSHA-10: Healthcare; NWRC/ 21st Century Skills**	CTE English; CTE Health; CTE Mathematics; CTE Science; CFM*; NYSED CDOS Credential
Animal Science: Large Animal Production	Clinton Community College, 3 cr. SUNY Canton, 2 cr. SUNY Cobleskill, 9 cr. SUNY Delhi, 3 cr.	Clinton Community College, 3 cr. SUNY Morrisville, 6 cr.	OSHA-10: Agriculture; NWRC/ 21st Century Skills**	CTE English; CTE Health; CTE Mathematics; CTE Science; CFM* NYSED CDOS Credential
Animal Science: Veterinary Assistant	Clinton Community College, 3 cr. SUNY Canton, 2 cr. SUNY Cobleskill, 9 cr. SUNY Delhi, 3 cr.	Clinton Community College, 3 cr.	NWRC/ 21st Century Skills**	CTE English; CTE Health; CTE Mathematics; CTE Science; CFM* NYSED CDOS Credential
Automotive Collision Repair	Clinton Community College, 3 cr. Lincoln Technical Institute SUNY Canton, 5 cr. UTI, Proficiency Credit or \$1000 tuition Wyotech, Scholarship Available	Clinton Community College, 3 cr.	ASE Certification Preparation; Auto Lift Institute Certification; NWRC/ 21st Century Skills**	CTE English; CTE Mathematics; CTE Science; CFM* NYSED CDOS Credential
Automotive Technology	Clinton Community College, 3 cr. Lincoln Technical Institute SUNY Canton, 3 cr. SUNY Delhi, 7-12 cr. University of N.W. Ohio, 6 cr. UTI, Proficiency Credit or \$1000 tuition Wyotech, Scholarship Available	Clinton Community College, 3 cr. North Country Community College, 3 cr.	ASE Certification Preparation; NYS Inspection Licensure; Auto Lift Institute Certification; OSHA-10: General Industry; First Aid/ CPR Certification; NWRC/ 21st Century Skills**	CTE English; CTE Mathematics; CTE Science; CFM* NYSED CDOS Credential
Business Management & Entrepreneurship	Clinton Community College, 22 cr. North Country Community College, 3 cr.	Clinton Community College, 3 cr.	First Aid/CPR, AED Certifications; NWRC/ 21st Century Skills**	CTE English; CTE Mathematics; CFM* NYSED CDOS Credential
Construction Trades	SUNY Alfred 10 credits Clinton Community College, Plattsburgh 3 credits; Mineville 18 credits SUNY Delhi, 6 cr.	Clinton Community College, 3 cr. North Country Community College, 3 cr.	OSHA-10: Construction; First Aid/ CPR Certification; NWRC/ 21st Century Skills**	CTE English; CTE Mathematics; CTE Science; CFM* NYSED CDOS Credential
Cosmetology	Clinton Community College, 3 cr. North Country Community College, 3 cr.	Clinton Community College, 3 cr. North Country Community College, 3 cr.	NYS Licensure; OSHA-10: Cosmetology; First Aid/ CPR Certification; NWRC/ 21st Century Skills**	CTE English; CTE Health; CTE Mathematics; CTE Science; CFM* NYSED CDOS Credential
Culinary Arts Management	Clinton Community College, 3 cr. Culinary Institute of America, 3 cr. Johnson & Wales, 4.5 cr. Paul Smiths College, 3 cr. SUNY Broome, 6 cr. SUNY Canton, 6 cr. SUNY Cobleskill, 2-11 cr. SUNY Delhi, 10 cr. SUNY Plattsburgh, Experiential Credit Schenectady Community College, 3 cr. Other: numerous out-of-state credit opportunities United States Army, promotion to E-4	Clinton Community College, 3 cr.	National Restaurant Association (NRA), Serv Safe, and First Aid/ CPR Certifications; NWRC/ 21st Century Skills**	CTE English; CTE Health; CTE Mathematics; CTE Science CFM* NYSED CDOS Credential
Digital Production & Multimedia Communications	Clinton Community College, 15 cr. SUNY Canton, 15 cr. SUNY Cobleskill, 6 cr. (CCNA) North Country Community College, 9 cr.	Clinton Community College, 15 cr.	First Aid/ CPR Certification; NWRC/ 21st Century Skills**	CTE English; CTE Mathematics; CTE Science; CFM* NYSED CDOS Credential
Education & Human Services	Clinton Community College, 18 cr. SUNY Canton, 3 cr. SUNY Cobleskill, 3 cr. Herkimer Community College, 6 cr.	Clinton Community College, 18 cr.	First Aid/ CPR Certifications; Child Development Associate (CDA) Credential Preparation; NWRC/ 21st Century Skills**	CTE English; CTE Health; CTE Science; CFM* NYSED CDOS Credential
Electrical Design, Installation & Alternative Energy	Clinton Community College, 18 cr. Lincoln Technical Institute SUNY Delhi, 4 cr.	Clinton Community College, 3 cr.	IBEW Certification Preparation; First Aid/ CPR Certification; OSHA-10: Construction; NWRC/ 21st Century Skills**	CTE English; CTE Mathematics; CTE Science; CFM* NYSED CDOS Credential
Environmental Conservation & Forestry	Clinton Community College, 7 cr. Paul Smiths, 3 cr.	Clinton Community College, 3 cr. North Country Community College, 3 cr.	Level I Game Logging; First Aid/ CPR Certifications; OSHA-10: Construction; NWRC/ 21st Century Skills**	CTE English; CTE Mathematics; CTE Science; CFM* NYSED CDOS Credential

CV-TEC Career & Technical Education (CTE) Program	Articulated College Agreements	Dual Enrollment College Agreements	NYS Licensure or Corporate/ National Association Certification	Approved High School Integrated Academic Credit NYSED Regulations: 100.5(6), 100.5(7) (Maximum, 10 Credits)
Heavy Equipment/ Diesel Mechanics	Clinton Community College, 3 cr. Lincoln Technical Institute, 10.5 cr. Nashville Auto Diesel College, Proficiency credit SUNY Canton, 5 cr. University of N.W. Ohio, 6 cr. UTI, Proficiency Credit or \$1000 tuition Wyotech, Scholarship Available	Clinton Community College, 3 cr.	ASE Certification Preparation; Auto Lift Institute Certification; NWRC/ 21st Century Skills**	CTE English; CTE Mathematics; CTE Science; CFM* NYSED CDOS Credential
Marine Technology	Clinton Community College, 3 cr. SUNY Canton, 6 cr. Lakes Region Community College, 3 cr. UTI, Proficiency Credit or \$1000 tuition Wyotech, Scholarship Available	North Country Community College, 3 cr.	Auto Lift Institute Certification; OSHA-10: General Industry; First Aid/ CPR Certification; NWRC/ 21st Century Skills**	CTE English; CTE Mathematics; CTE Science; CFM* NYSED CDOS Credential
Natural Resource Management	Clinton Community College, 7 cr. Paul Smiths, 3 cr.	Clinton Community College, 3 cr. North Country Community College, 3 cr.	Level I Game Logging; First Aid/ CPR Certifications; OSHA-10: Construction; NWRC/ 21st Century Skills**	CTE English; CTE Mathematics; CTE Science; CFM* NYSED CDOS Credential
New Visions: Applied Engineering	Clinton Community College, 18 cr. North Country Community College, 15 cr.	Clinton Community College, 18 cr. North Country Community College, 15 cr.	NWRC/ 21st Century Skills**	CTE; English 12; Math, Science, Technology
New Visions: Medical Careers	Albany College of Pharmacy, \$10,000 scholarship	Clinton Community College, 7 cr. North Country Community College, 13 cr.	First Aid/ CPR Certification; NWRC/ 21st Century Skills**	Anatomy & Physiology; English 12; Government and Economics; Health Career; Medical Terminology
Security & Law Enforcement	SUNY Canton, 3 cr. Clinton Community College, 6 cr. Herkimer Community College, 6 cr. North Country Community College, 9 cr.	Clinton Community College, 3 cr. North Country Community College, 3 cr.	NYS Security Guard Pre-Assessment Training; Office of Counter Terrorism Enhanced Security Guard; Dept. of Homeland Security Teen CERT (Community Emergency Response Team); Professional Protection Officer (Nationally Recognized Credential); First Aid/ CPR Certification; NWRC/ 21st Century Skills**	CTE English; CTE Government; CTE Physical Education; CTE Science; CFM* NYSED CDOS Credential
Welding	Clinton Community College, 3 cr. Alfred State, 7 cr. SUNY Canton, 2 cr. Lincoln Technical Institute Mohawk Valley, 5 cr. SUNY Delhi, 7 cr.	Clinton Community College, 3 cr.	American Welding Society (AWS); NWRC/ 21st Century Skills**	CTE English; CTE Mathematics; CTE Science; CFM* NYSED CDOS Credential
CPR	NA		NYS Licensure	NA
CDL	NA		NYS Licensure	NA
EKG Technician	NA		NYS Licensure	NA
LPN	SUNY Canton, 3 cr. Clinton Community College, 9 cr. North Country Community College, 17 cr.		NYS Licensure	NA
Paralegal	NA		National Certification	NA
Phlebotomy	Clinton Community College, 2 cr.		NYS Licensure	NA



Allied Health

2-Year Program

Plattsburgh Campus

Mineville Campus

Explicit skills that are used in broad variety of occupations across the health care industry are the focus of this program. Lab practice, simulations, job shadowing and clinical experiences are an integral part of this program. Students receive instruction and preparation for the NYS Certified Nurse Assistant (CNA), Certified EKG Technician and Phlebotomy Technician exams and qualifications. This program is an excellent start for entering the health care field or for continuing in a post-secondary health profession career pathway.



Program Highlights

- Patient Care Skills
- First Aid
- CPR
- Medical Terminology
- Measuring Vital Signs
- Infection Control
- Medical Abbreviations
- Anatomy & Physiology
- Nutrition
- Safety in the Healthcare Environment

Career Connections

- Certified Nurse Assistant
- Nursing Assistant
- Home Health Aide
- Certified EKG Technician
- Phlebotomy Technician
- Clinical Assistant
- Resident Assistant
- Licensed Practical Nurse
- Registered Nurse
- Radiology Technician
- Surgical Technologist

Articulation Agreements

- Clinton Community College
- CV-TEC LPN Program

Certifications

- NYS Certified Nurse Assistant
- EKG Technician
- First Aid/CPR
- Phlebotomy Certification Prep
- OSHA-10: Healthcare
- NWRC/ 21st Century Skills

Course of Study

First Aid and CPR

Safety In the Healthcare Setting

- Body Mechanics
- Universal Precautions
- Gowning, Gloving, Handwashing

Legal and Ethical Issues

- Confidentiality
- HIPAA Regulations

Personal Care Skills

- Bathing
- Feeding
- Hand and Nail Care

Body Structure And

Function

- Aging Process
- Heart Electrophysiology
- Vein Selection
- Body Systems

Medical Terminology & Abbreviations

Nutrition

- Therapeutic Diets
- Heart Healthy Diet

Skills

- Perform EKG
- Perform Cardiac Stress Tests
- Apply Holter Monitor
- Apply Telemetry Monitor
- Perform Blood Drawing
- Perform all CNA Skills

Clinical Experiences

- Hands-on CNA Training
- 108 Clinical Hours (Year 1)
- 20 Career Exploration Experiences (Year 2)
- Simulated Lab Practice

Career Preparation

- Portfolio Development
- Interview Preparation
- Résumé Development
- 21st Century Skills Training





Animal Science: Large Animal Production

2-Year Program

Plattsburgh Campus

The swiftly changing livestock industry offers a variety of careers for the individual interested in large animal production. This program offers basic and advanced skills in areas such as nutrition, animal husbandry, anatomy and physiology of animals and practical skills such as handling and restraint, clinical laboratory skills and medical terminology. Traditional instruction and hands-on learning enhance the students' learning experience. Upon completion of the program, students can continue on to a career or choose to enroll in post-secondary education to earn a degree in an animal-related field.



Program Highlights

- Hands-on Learning
- Safety & Sanitization
- Handling and Animal Behavior
- Restraint Techniques
- Animal Care for all Livestock & Poultry Species
- Veterinary Medical Terminology
- Anatomy & Physiology
- Animal Nutrition
- Animal Breeding Systems
- Genetics
- Clinical Laboratory Skills
- Reproduction

Career Connections

- Veterinary Assistant
- Veterinary Technician
- Veterinarian
- Animal Nutritionist
- Animal Pharmaceutical Representative
- Artificial Breeding Technician
- Feed Sales Representative
- County Extension Agent
- Zoologist
- Animal Laboratory Technician
- Equine Management
- Animal Production/Farm Management
- Hatchery Manager

Articulation Agreements

- Clinton Community College
- SUNY Canton
- SUNY Cobleskill
- SUNY Delhi

Certifications

- OSHA-10: Agriculture
- NWRC/21st Century Skills

Special Notes

- Students are responsible for providing appropriate footwear.

Course of Study

Animal Care

- Appropriate feeding & watering
- Hoof trimming/Horn trimming
- Shearing/Clipping
- Deworming
- Identifying equipment

Animal Care & Nutrition

- Large animals & poultry

Employability Skills

Clinical Laboratory Skills

- Job shadowing experiences paired with the student's interests

Reproduction

Handling & Restraint

- Large animals & poultry

Milk Production

Meat, Eggs, and Milk Products

Veterinary Medical Terminology

Anatomy & Physiology

- Internal
- External





Animal Science: Veterinary Assistant

2-Year Program

Plattsburgh Campus

The rapidly expanding pet industry has a variety of careers for the animal loving enthusiast! The Animal Science Veterinary Assistant Program is designed for those interested in pursuing a career in an animal related field. This program encompasses the study of dogs, cats, pocket pets, livestock, equines and exotic species. Traditional instruction with hands-on learning provides students with practical experience while focusing on critical thinking and depth of understanding. Through hands-on application, shared skills and career exploration opportunities, students will gain employability skills, practice good work ethics and become team players. Upon completion of the program, students can continue on to a career or choose to enroll in post-secondary education to earn a degree in an animal related field.



Program Highlights

- Hands-on Learning
- Safety & Sanitization
- Animal Rights & Welfare
- Animal Behavior
- Handling & Restraint
- Animal Husbandry
- Veterinary Medical Terminology
- Anatomy & Physiology
- Animal Nutrition
- Basic Grooming
- Clinical Laboratory Skills
- Pet First Aid
- Career Exploration
- Employability Skills

Career Connections

- Veterinary Assistant
- Veterinary Technician
- Veterinarian
- Groomer
- Kennel Assistant
- Animal Trainer/Handler
- Retail Management/Owner
- Zoology
- Animal Research Laboratory Technician
- Equine Management
- Marine Biologist

Articulation Agreements

- Clinton Community College
- SUNY Canton
- SUNY Cobleskill
- SUNY Delhi

Certifications

- NWRC/21st Century Skills

Special Notes

- Students are responsible for providing appropriate footwear.

Course of Study

Safety & Sanitation

- Safety in the workplace
- Prevention of Zoonotic Disease

Grooming

- ID equipment & Use
- Nail Trimming
- Ear Cleaning
- Bathing

Animal Care & Management

- ID Breeds
- Husbandry Small & Large Animals
- Animal Nutrition
- Common Disease/ Vaccinations
- Behavior

Office Procedures & Client Relations

- Reception Skills
- Communication Skills
- Record Keeping

Handling & Restraint Techniques

- Small & Large Animal

Anatomy & Physiology

- Internal
- External





Automotive Collision Repair

2-Year Program

Plattsburgh Campus

A career that is part craftsmanship and part artistry that involves extensive practice and acquired skill. Students will learn how to restore vehicles using the latest equipment and technology. As a member of a team, students will repair late model and classic vehicles from start to finish in a state-of-the-art repair facility, featuring a downdraft spray bake booth. Students will repair frames and unibody vehicles, repair auto plastics and fiberglass, install glass and learn custom painting and refinishing techniques. Students may also qualify for the accelerated pathway which can lead to certification as an FAA approved Aerospace Coating Applicator Specialist (ACAS) Certification as part of our partnership with BETA Technologies. Students will be prepared for the growing job market in the collision repair industry and related fields.



Program Highlights

- Welding
- Frame-Unibody Alignment
- Glass Installation
- Automotive Reconditioning
- Fiberglass Repair
- Panel Reforming
- Refinishing

Career Connections

- Auto Detailer
- Used Car Reconditioner
- Glass Installer
- Autobody Repairman
- Collision Repair Specialist
- Painter/Refinisher
- Damage Appraiser
- Fabricator
- Assembly/Manufacturing

Articulation Agreements

- Clinton Community College
- Lincoln Technical Institute
- SUNY Canton
- UTI, Proficiency Credit or \$1000 tuition
- Wyotech, Scholarship Available

Certifications

- ASE Certification Preparation
- Auto Lift Institute Certification
- NWRC/21st Century Skills

Course of Study

Introduction to Collision

Repair Safety

- Vehicle Construction
- Collision Damage Fundamentals
- Welding & Cutting
- Fabrication
- General Purpose Tools & Equipment

Automotive Detailer

- Recondition Passenger Compartment
- Clean Engine Compartment
- Wash Outside
- Buff & Polish Finish

Glass Installer

- Remove & Install Windshield
- Remove & Install Door Glass
- Remove & Install Stationary Glass
- Perform Leak Tests

Painter Assistant

- Clean & Adjust Spray Equipment
- Prep Vehicles
- Mix Paint
- Mask For Paint
- Panel Edging

Painter

- Apply Finish to complete vehicle
- Spot Repairs
- Blending Panels
- Color Adjustment
- Repair Paint Defects

Auto Body Technician Assistant

- Perform Minor Assembly
- Repair Surface Imperfections
- Sand & Prep Vehicles
- Mask
- Mix & Apply Primers

Structural Repairs

- Diagnose damage
- Install Measuring Equipment
- Set up for pulls
- Straighten Frames & Unibody
- Replace Structural Components

Job Seeking Skills

- Portfolio Development
- Work Study Opportunities
- Internships





Automotive Technology

2-Year Program

Plattsburgh Campus

Mineville Campus

This program teaches students the skills necessary to troubleshoot and repair the complex systems of today's high-tech automobiles. Students will experience the latest technology in a hands-on electronics-based curriculum. Students will learn to diagnose and service automotive electrical systems, drivelines, brakes, fuel injection systems, emissions systems, steering, suspension, engines, and transmissions.



Program Highlights

- 4-Wheel Thrust Angle Alignments
- Electrical and Mechanical Brake System diagnosis and repair
- Computerized Climate Control Systems
- Air Bags & Passive Restraint Systems
- Computerized Electrical Diagnosis
- Equipment Training
- Scheduled Equipment Training
- New York State Inspection
- Electronic Fuel Injection Repair
- Customer Service Training

Career Connections

- Entry Level Technician at Automotive Dealership
- Parts Counter Representative
- Service Shop Technician
- Service Advisor
- Service Manager
- Tire and Alignment Technician
- Service Repair Writer
- Work Study with local repair shops
- Automotive Technician
- Repair Shop Owner
- Automotive Instructor

Articulation Agreements

- Clinton Community College
- Lincoln Technical Institute
- SUNY Canton
- SUNY Delhi
- University of N.W. Ohio
- UTI, Proficiency Credit or \$1000 tuition
- Wyotech, Scholarship Available

Certifications

- ASE Certification Preparation
- NYS Inspection Licensure
- Auto Lift Institute Certification
- OSHA-10: General Industry
- First Aid/CPR
- NWRC/21-st Century Skills

Course of Study

Vehicle Maintenance

- Oil and filter change procedures
- Scheduled maintenance procedures
- Proper jacking and lifting procedures
- Tire mounting, balancing and repair
- Replacing serpentine and v-belts

Brake Systems

- Disc and drum brake diagnosis & repair
- Machine rotors on the vehicle
- Fabrication and replacement of steel brake lines (double & iso flares)
- Brake bleeding procedures
- Diagnose anti-lock brakes

Suspension and Steering

- Identify related components
- Inspect components for wear/damage
- Replace ball joints and tie rod ends
- Replace shocks and MacPherson struts
- Computerized 4-wheel alignments

Drivetrain

- Diagnose and replace universal joints
- Replace CV boots, joints and half shafts
- Replace clutch
- Replace wheel bearings
- Replace axle shaft bearings and seals
- Transmission replacement

Electrical Systems

- Diagnose and repair battery, charging and starting systems
- Wiring repairs soldering, heat shrink and crimp connectors
- Read and understand wiring diagrams
- Use digital multimeter
- Repair lighting system

Engine Performance

- Use Snap-On diagnostic scan tool
- Identify fuel injection components
- Understand processor strategies
- Measure fuel pressure and volume
- Perform compression tests
- Perform cylinder leak down tests
- Test evaporative emissions systems
- Diagnose check engine lights
- Check engine oil pressure

Engine Repair

- Engine replacement
- Replace timing belts, chains, gears
- Replace head gaskets
- Cooling system repairs
- Measure engine components
- Use micrometers, verniers and dial calipers



Business Management & Entrepreneurship

2-Year Program

Plattsburgh Campus

Students will learn extensive financial, marketing, and administrative concepts and procedures; including but not limited to business communications, business systems and management, and entrepreneurship. In collaboration with industry leaders, students will apply the business skills gained to conceive, plan, and create a business plan. Students will create a professional portfolio that will provide a winning edge for immediate or future employment. Students may also have the opportunity to earn dual and articulated college credit forging multiple pathways to further education or directly into the workplace.



Program Highlights

- Introduction to Business & Communications
- Principles of Accounting
- Principles of Marketing
- Microcomputer Applications
- Microsoft Office Suite
- Public Speaking & Presentations
- HIPAA Regulations & Confidentiality
- Office Procedures
- Professional Portfolio Preparation
- Internships

Career Connections

- Accountant/Auditor
- Account Clerk
- Administrative Assistant
- Bookkeeper
- Business Teacher
- Chief Executive
- Customer Service Specialist
- Data Entry Clerk
- Entrepreneur
- Financial Analyst/Advisor
- General Operations Manager
- Insurance/Billing Clerk
- Marketing Specialist/Director
- Office Manager

Articulation Agreements

- Clinton Community College
- North Country Community College

Certifications

- First Aid/CPR
- AED Certifications
- NWRC/21st Century Skills

Course of Study

Business Communications

- Internal & External Communications
- Verbal, Nonverbal & Written Communications
- Media Channels for Business Communications

Business Organization and Management

- Introduction to Business
- Entrepreneurship & Legal Forms of Business
- Marketing Management

Ethics, Law & Compliance

- Ethics & Workplace Professionalism
- HIPAA Regulations
- Safety in the Workplace

Employment Preparedness

- Professional Portfolio Preparation
- On the Job Work Experience/Internships
- Shadowing Opportunities

Financial Management and Accounting

- Accounting, Finance & Banking
- Insurance and Coding
- Billing, Reimbursement & Collections
- Accounts Receivables, Payables & Payroll
- Budgeting, Fiscal Reports & Reconciliation

Health/Medical Applications

Office Management

Public Speaking

- Develop Strong Public Speaking Skills
- Effectively Evaluate Oral Presentations
- Prepare, Plan, Draft & Practice the Delivery of Presentations

Technical Skills

- Microcomputer Applications



Construction Trades

2-Year Program

Mineville Campus

This technical training program uses a hands-on approach to gaining marketable skills in the general industry of construction. Utilizing tools and materials found in the trade, students will learn about carpentry, electrical, masonry, and plumbing. Emphasis is on the framing of a house using a “whole house” performance-based approach, utilizing the most up-to-date practices in regard to health, safety and a green tomorrow. Curriculum components include new green energy building and testing standards. The knowledge and skills learned will enable the student to gain employment and advance quickly in the construction industry at the same time.



Program Highlights

- Hands-on Skills
- Carpentry
- Masonry
- Electrical
- Heavy Equipment Operation
- Plumbing
- Trade Focus
- Worked Based Learning Experience
- Professional Portfolio
- Business Plan

Career Connections

- Contractor
- Lumber Mill Worker
- Union Apprentice
- Laborer
- Carpenter
- Framer
- Roofer
- Journeyman
- Building Analyst

Articulation Agreements

- Clinton Community College
- SUNY Alfred
- SUNY Delhi

Certifications

- OSHA-10: Construction
- First Aid/CPR
- NWRC/21st Century Skills

Course of Study

Residential Carpentry

- Blueprint reading
- Floor, Wall & Roof Frame Construction
- Floor, Wall and Roof Frame Layout
- Power tool use
- Roofing
- Siding
- Door and Window installation
- Finish and Trim work
- Cabinetry

Plumbing

- Blueprint reading
- Water service installation
- Appliance installation
- Supply line feed and branch systems
- Hydronic heating
- PEX, PVC, ABS, CPVC, PE, Copper usage and sizing
- DWV installation
- Solvent Welds
- Soldering

Residential Electrical Construction

- Blueprint reading
- Electrical Theory
- Safety
- Service installation
- Rough in
- Trim Out
- Photovoltaic installation

Masonry

- Blueprint reading
- Foundation layout
- Footers and Forms
- Flat and vertical cement walls
- Brick and Block work

Certificates

- First Aid and CPR
- 10 hour OSHA

On-site Solar PV Lab

- Train & prepare PV installation
- Accreditation



Construction Trades

2-Year Program

Plattsburgh Campus

This technical training program uses a hands-on approach to gaining marketable skills in the general industry of construction. Utilizing tools and materials found in the trade, students will learn about carpentry, electrical, masonry, and plumbing. Emphasis is on the framing of a house using a “whole house” performance-based approach, utilizing the most up-to-date practices in regard to health, safety and a green tomorrow. Curriculum components include new green energy building and testing standards. The knowledge and skills learned will enable the student to gain employment and advance quickly in the construction industry at the same time.



Program Highlights

- Hands-on Skills
- Carpentry
- Masonry
- Electrical
- Heavy Equipment Operation
- Plumbing
- Trade Focus
- Worked Based Learning Experience
- Professional Portfolio
- Business Plan

Career Connections

- Contractor
- Lumber Mill Worker
- Union Apprentice
- Laborer
- Carpenter
- Framer
- Roofer
- Journeyman
- Building Analyst

Articulation Agreements

- Clinton Community College
- SUNY Alfred
- SUNY Delhi

Certifications

- OSHA-10: Construction
- First Aid/CPR
- NWRC/21st Century Skills

Course of Study

Residential Carpentry

- Blueprint reading
- Floor, Wall & Roof Frame Construction
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- Power tool use
- Roofing
- Siding
- Door and Window installation
- Finish and Trim work
- Cabinetry

Plumbing

- Blueprint reading
- Water service installation
- Appliance installation
- Supply line feed and branch systems
- Hydronic heating
- PEX, PVC, ABS, CPVC, PE, Copper usage and sizing
- DWV installation
- Solvent Welds
- Soldering

Residential Electrical Construction

- Blueprint reading
- Electrical Theory
- Safety
- Service installation
- Rough in
- Trim Out
- Photovoltaic installation

Masonry

- Blue Print Reading
- Foundation layout
- Footers and Forms
- Flat and vertical cement walls
- Brick and Block work

Certificates

- First Aid and CPR
- 10 hour OSHA





Cosmetology

2-Year Program

Plattsburgh Campus

Mineville Campus

Students participate in the operation of a fully functional Cosmetology Salon Clinic. The Clinic provides hands-on salon experience where students work with clients, process retail sales and practice essential communication and people skills. First-year students master basic Cosmetology competencies, while those in the second-year advance to more refined skills. Students are given exposure to the dynamics and diversity of the field of cosmetology through industry events and



style shows. Students also work closely with local industry professionals through classroom demonstrations and other work-based learning opportunities. New York State licensure requires the student to have a minimum of 1000 clinical hours and to pass both a written and practical New York State Examination. This program provides the instruction to meet these requirements.

Program Highlights

- History & Career Opportunities
- Life Skills
- Professional Image
- Communications Skills
- Infection Control
- Anatomy & Physiology
- Chemistry & Electricity
- Properties of the Hair & Scalp
- Principles of Hair Design
- Scalp Care, Shampooing & Conditioning
- Haircutting
- Hairstyling
- Braiding & Extensions
- Wigs & Additions
- Chemical Texture Services
- Haircoloring
- Histology of the Skin
- Hair Removal
- Facials & Facial Makeup
- Nail Structure & Growth
- Manicuring & Pedicuring
- Advanced Nail Techniques
- Business Skills

Career Connections

- Salon Stylist
- Haircolor Specialist
- Texture Specialist
- Movie Stylist
- Nail Technician
- Esthetician Specialist
- Wig Specialist
- Makeup Artist
- Salon Owner
- Product Educator
- Styles Director
- Styles Designer
- Day Spa Technician
- Cosmetic Chemist
- Massage Therapist

Articulation Agreements

- Clinton Community College
- North Country Community College

Certifications

- NYS Cosmetology License
- OSHA-10: Cosmetology
- First Aid/CPR (*Mineville Campus*)
- NWRC/21st Century Skills

Course of Study

Professionalism

- Life Skills
- Career Opportunities
- Professional Image

Cosmetology Sciences

- Infection Control: Principles & Practices
- Anatomy/Physiology
- Basics of Chemistry/Electricity
- Properties of Hair & Scalp
- Diseases/Disorders (Hair, Skin, & Nails)

Scalp Care/Shampoos/Conditioners & Treatments

- Safety/Disinfection
- Client Consultation/Hair & Scalp Analysis
- Use of Shampoos/Conditioners/Treatments

Haircutting

- Use of Implements
- Basic Haircuts
- Basic Haircutting Principles
- Safety/Disinfection

Hairstyling

- Hair Partings, Shaping, Pin Curls, Rollers, Finger Waving
- Blow-Dry/Thermal Styling/Hair Wrapping
- Brush & Comb-Out Style
- Formal Styling
- Consultation
- Safety/Disinfection

Business Skills

- Salon Business
- Seeking Employment
- On The Job

Wigs/Hairpieces

- Consultation
- Cleaning/Styling/Cutting/Conditioning
- Safety/Disinfection

Chemical Texture Service

- Client Consultation
- Block Wrapping
- Processing/Neutralizing
- Instruction in Chemical Hair Relaxing/Soft Curl Permanent
- Application/Procedure
- Safety/Disinfection

Haircoloring/Lightening

- Client Consultation
- Haircoloring Application Procedure (Semi, Demi, Permanent)
- Hair Lightening Techniques
- Safety/Disinfection

Skin Care

- Client Consultation
- Facial Makeup
- Facial
- Histology of Skin
- Hair Removal
- Safety/Disinfection

Nail Care

- Nail Structure/Growth
- Diseases/Disorders
- Manicuring/Pedicuring
- Advanced Nail Techniques
- Safety/Disinfection



Culinary Arts Management

2-Year Program

Plattsburgh Campus

The Culinary Arts Management Program teaches students the foundation skills needed for a career in the hospitality industry. Students will utilize the two-year ProStart curriculum, supported by the National Restaurant Association, which includes classroom study, lab work, mentored work experiences, and hands-on applications operating the on-site commercial kitchen. Students will plan, prepare and serve meals and menu items, increasing their knowledge of food science and restaurant operations.



Program Highlights

Culinary Arts

- Catering
- Desserts and Baked Goods
- Fruits and Vegetables
- Global Cuisine
- Meat, Poultry, and Seafood
- Nutrition
- Potatoes and Grains
- Safety and Sanitation
- Salads and Garnishes
- Stocks, Soups, and Sauces
- Safety and Sanitation

Restaurant Management

- Business Math
- Customer Relations
- Dining Room Service
- Food Costs Control
- Management
- Marketing
- Purchasing and Inventory Control
- Standard Accounting Practices

Career Connections

- Baker's Assistant
- Busperson
- Cake Decorator
- Caterer
- Chef
- Food & Beverage Manager
- Front Desk Manager
- Host
- Line Cook
- Maitre D'
- Pastry Chef
- Prep Cook
- Restaurant Owner or Manager
- Short-Order Cook
- Waitperson
- Dietary Aide
- Health-Care Cook
- Entrepreneurship

Articulation Agreements

- Clinton Community College
- Culinary Institute of America
- Johnson & Wales
- Paul Smiths College
- SUNY Broome
- SUNY Canton
- SUNY Cobleskill
- SUNY Delhi
- SUNY Plattsburgh
- Schenectady Community College

Certifications

- National Restaurant Association (NRA)
- ServSafe, and First Aid/ CPR
- NWRC/21st Century Skills

Course of Study

Level 1

- Orientation
- Food and Workplace Safety
- CPR/AED Certification
- Introduction to Commercial Equipment
- Customer Service
- Knife Skills
- Fruit and Vegetable Identification/Usage
- Introduction to Table Service
- Bakeshop Fundamentals/Holiday Project
- Management Essentials/ Microsoft Office
- Potatoes and Grains
- Career Exploration/ Employability Skills
- Stocks, Soups, and Sauces
- Industry Internships

Level 2

- Orientation
- Food and Workplace Safety Review
- ServSafe Certification
- Culinary Techniques Refresher
- Breakfast Cookery
- Purchasing and Inventory
- Salads and Sandwiches
- Cost Control
- Advanced Bakeshop
- Meat, Poultry, Seafood and Fabrication
- Marketing
- Organic, Local, Sustainable
- Global Cuisine/Taste of the World
- Industry Internships





Digital Production & Multimedia Communications

2-Year Program

Plattsburgh Campus

The Digital Production & Multimedia Communications Program boasts a diverse set of skills, focusing on aspects of design, photography, video production and computer development. Students will have the opportunity to learn design concepts, color theory, typography, photography, videography, advertising, animation and website design. These techniques and skills will be showcased as students make photo ID badges, develop 12-month calendars design websites and create the CV-TEC Yearbook. This Digital Production & Multimedia Communications program allows the students to gain real world experience in a structured environment while fostering creativity and utilizing 21st century skills.



Program Highlights

- Multimedia
- Graphic Design
- Photography
- Video Production
- Publishing/Printing
- Marketing
- Web design
- Website programming
- Animation

Career Connections

- Advertising Designer
- Animator
- Database Administrator
- Graphic Designer
- Illustrator
- Logo Artist
- Marketing Associate
- Photography
- Photojournalist
- Promotional Marketing
- Publisher
- Web Designer
- Web Developer
- Website Management
- Video Editor
- Videographer (news/music)

Articulation Agreements

- Clinton Community College
- SUNY Canton
- SUNY Cobleskill
- Mohawk Valley Community College
- North Country Community College

Certifications

- First Aid/ CPR Certification
- NWRC/21st Century Skills

Course of Study

Graphic Design

- Using Adobe Illustrator, Photoshop, and InDesign
- Layers and Groups
- Selecting and Manipulating Objects
- Color Theory
- Typography
- Pen Tool
- Line, Shape and Eraser Tools
- Pencil and Paintbrush Tools
- Image File Types
- Cutting and Printing
- Elements of Design
- Principles of Design
- Critique

Computer Science

- Web Design with HTML and CSS
- Client-Side Scripting (JavaScript)
- Server-Side Scripting (PHP)
- Database Design
- SQL
- Web Applications
- Responsive and Adaptive Web Design
- WordPress (CMS)
- Animation

Adobe Premiere Pro

- Setting up and managing a project
- Importing and organizing media
- Essentials of video editing
- Working with clips and markers
- Creating titles
- Adding transitions
- Editing and mixing audio
- Adding video effects
- Color correction
- Exploring compositing techniques
- Advanced tools
- Rendering and exporting
- Exporting your project

Video Production

- Camera Operation
- Camera Angles
- Perceiving and drawing light and shadow
- Perceiving and drawing space
- Measuring proportion
- Perceiving and drawing relationship and space
- Creating Depth
- Sighting Angles
- Video Editing
- Special Effects

Basic Audio Production

- Principles of Audio Production
- Digital Audio Production Basics
- The Studio Environment
- The Audio Console
- Production Planning
- Production Situations
- Microphones
- Recording on Location
- Mixing and Process in Multitrack
- Producing different types of spots
- Publishing

Digital Photography

- Photo Emphasis
- Modes Setting
- Distances/Angles
- Camera Controls
- Focusing
- Lighting
- Composition
- Image Editing
- Camera Movements
- Lighting
- Previsualization

Microsoft Office

- Access
- Excel
- PowerPoint
- Word
- Digital Literacy



Education & Human Services

2-Year Program

Plattsburgh Campus

The Education & Human Services Program is a two-year program designed for students interested in pursuing a career in the education or human services field. The program provides students an overview of the physical, cognitive, social, and emotional characteristics and development of children. Through a combination of academics and hands-on learning, students will be responsible for developing and implementing various age-appropriate lesson plans.

Pre-school age lesson plans are implemented in our very own on-site pre-school. Students learn and demonstrate developmentally appropriate knowledge of children from birth through high school age students. These, as well as other hands-on experiences, such as internships, will expose students to real-life situations and experiences in early childhood education, K-12 general and special education classrooms, and other related human services

fields. Worksite experiences are provided in: Pre-K Programs, Day Care Programs, Head Start Programs, and K-12 General Education & Special Education Classrooms



Program Highlights

- Plan, prepare, and conduct developmentally appropriate activities for preschoolers
- Manage a preschool clinical setting
- Identify stages of child development
- Plan and prepare nutritious snacks
- Develop and use behavior management skills with children
- Special emphasis on teamwork, decision making and communication skills

Career Connections

- Elementary Teacher (college 2+2 program for an additional four-year degree)
- Preschool Teacher
- Family Day Care Operator
- Day Care Teacher
- Day Care Director
- Social Worker
- Teacher's Aide/Assistant
- Special Education Aide/Assistant
- School Therapy OT/PT
- Early Intervention Specialist

Articulation Agreements

- Clinton Community College
- SUNY Canton
- SUNY Cobleskill
- Herkimer Community College

Certifications

- First Aid/CPR
- Child Development Associate (CDA) Credential Preparation
- NWRC/21st Century Skills

Course of Study

Establishing & Managing a Child-Centered Environment

- Identifies & Develops Learning Centers
- Arranges Room for Optimal Learning
- Designs/Displays Thematic Bulletin Boards
- Follows/Adapts Daily Preschool Schedule
- Identifies Value of Play
- Demonstrates Knowledge of Licensing a Child Care Center
- Provides a Safe Environment Both Indoors/Outdoors

Creative Teaching Techniques

- Demonstrates Storytelling Techniques
- Designs & Prepares Puppets
- Demonstrates Correct Use of Puppets
- Uses Creative Dramatics in Teaching
- Uses Creative Movement in Teaching
- Performs in Front of Groups with Ease
- Uses Thematic Approach to Teaching

Children's Literature

- Reads Aloud with Expression
- Identifies Children's Literature N-6 as recognized by ALA
- Develops & Illustrates Children's Books
- Writes Original Children's Stories/Fractured Fairy Tales
- Identifies Award Winning Literature for Children

Leadership Skills

- Demonstrates Responsibilities of Teacher Aide
- Demonstrates Responsibilities of Assistant Teacher
- Demonstrates Responsibilities of Lead Teacher

Child Health Safety Nutrition

- Certified in CPR/First-Aid/AED for Children
- Demonstrates & Practices Good Health Habits
- Selects & Prepares Nutritious Snacks
- Operates Equipment Safely
- Encourages a Relaxed Atmosphere at Mealtimes
- Demonstrates Proper Food Handling & Storage
- Develops Recipe Collection for children's Foods

Child Development & Psychology

- Identifies Basic Development 0-8 yrs.
- Utilizes behavior management techniques
- Relates Well with Children
- Identifies Developmental Theorists
- Develops Personal Philosophy of Education

Infant/toddler Curriculum

- Establish and Maintain Indoor/Outdoor Environment
- Understand Developmentally Appropriate Practice(DAP)
- Show Knowledge of Recommended Nutrition Guidelines
- Select Appropriate Toys & Equipment
- Demonstrate Specific Knowledge and Skill in Diapering, Toilet Training and Dressing

Pre-School Curriculum

- Establish and Maintain Indoor/Outdoor Environment
- Ability to Choose, Plan, Prepare & Present DAP Activities for Pre-Schoolers
- Demonstrates Transitional Activities
- Meets the Developmental Needs of Children



Electrical Design, Installation, & Alternative Energy

2-Year Program

Plattsburgh Campus

Renewable-energy technologies along with traditional wiring is a rapidly growing sector of electrical constructing. An upgraded curriculum offers students the more current trade methods and equipment. Electrical construction training is based on compliance with the National Electric Code and emphasizes the electrical design, installation and maintenance of residential and commercial systems. With growing concerns about the future and security of electrical energy, renewable resources such as solar power are becoming increasingly important. Students will acquire the entry level skills necessary to meet the demands of a diverse trade and discover a rewarding future career.



Program Highlights

- Hands on Training
- Electrical Safety & OSHA 10 Training
- CPR Training
- Electrical Fundamentals
- Wiring Methods & Splicing
- Blueprint Reading-Circuit Design
- Heating and Appliance Installation
- Conduit Installation & Bending Methods
- Residential/Commercial Service Installations
- Electrical Troubleshooting & Repair
- Fire & Alarm systems
- Structured Wiring - Networks
- Solar-Wind Energy Trainer & Installations

Career Connections

- Residential Electrician
- Commercial Electrician
- Electrical Contractor
- Electrical Apprentice
- Solar Wind Tech
- Security & Alarm Tech
- Building Maintenance Electrician

Articulation Agreements

- Clinton Community College
- Lincoln Technical Institute
- SUNY Delhi

Certifications

- IBEW Certification Preparation
- First Aid/CPR
- OSHA-10: Construction
- NWRC/21st Century Skills

Special Notes

- Students are responsible for providing appropriate work clothes, footwear, hard-hats and safety glasses

Course of Study

Electrical Safety

- P.P.E. - Job Site
- OSHA 10 Training
- ARC Fault Safety

Electrical Fundamentals

- Ohms Law Formula
- Power Formula
- Series Circuit Problems & Lab
- Parallel Circuit Problems & Lab

Wire and Cable

- Variety of wire splices
- Conductor Properties
- Wire & Cable Methods

Lighting

- LED Fixture
- Outdoor Fixture
- Smoke Detector
- 3-way Switch

Appliance Circuits

- Energy Star Appliances
- Mechanical Ventilation & Control
- Dryer
- Range
- Electric Water Heater

Electric Service

- Utility Metering
- 200 Amp
- Pole Service
- Sub Feeder
- Size Circuit Breakers
- Arc Fault Breakers

New Construction Rough In

- Read Prints - Layout
- Cable Runs & Splices
- Lighting Schedule
- Circuit Tie-in

Conduit Formulas & Bending

- Offsets
- Saddles
- Wire Fills - NEC appendix
- Rigid Conduit - Ream & Thread

Electrical Troubleshooting

- Fuses - Test - Sizing
- Motor Overloads
- Fluorescent Ballasts
- Circuit Breakers
- Meter Testing

Alarm & Control

- Alarm Cable
- Detecting Devices
- Fire Alarm Panel
- Program Events

Blueprint Design & Research

- Interprets Prints & Symbols
- Produce Working Drawings
- Lighting Schedule
- Circuit Schedule
- Design PV Circuit
- Design Wind Power

Alternative Energy Lab

- Load Study & Management
- Utility Metering Specification
- Calculating Size
- Interconnect PV Panels
- Batteries
- Hybrid System
- Charge Controller
- DC Motor
- Charge Load

21st Century Skills

- Communication Skills
- Decision Making Skills
- Interpersonal Skills



Environmental Conservation & Forestry

2-Year Program

Plattsburgh Campus

In the Environmental Conservation and Forestry Program, students engage in hands-on learning based on current industry standards relating to sustainable forestry techniques, heavy equipment operation, maple syrup production, horticulture and arboriculture. This program is designed to give students a better understanding of our natural resources as they train for a variety of outdoor careers. Applied learning is provided through project-based learning in our out-of-doors classroom. All students learn basic seed germination and propagation through our greenhouse operation. From ordering the bedding materials and seeds, to transplanting seedlings, followed by in-house sales, our students gain a working knowledge of the greenhouse industry. Students learn how to safely remove hazardous trees from the top down as they train with modern tree climbing equipment and techniques both on and off campus.



Program Highlights

- Chainsaw Safety & Operation
- Precision Tree Felling
- Forest Management
- Greenhouse Management
- Maple Syrup Production
- Arboriculture (Tree Climbing)

Career Connections

- Post-Secondary Education
- NYS Logger Training
- Arboriculture Technician
- Horticulture Technician
- Heavy Equipment Operator
- Forest Technician
- Maple Producer
- Surveyors Aide

Articulation Agreements

- Clinton Community College
- Paul Smith's College

Certifications

- Level I Game Logging
- First Aid/CPR
- OSHA-10: Construction
- NWRC/21st Century Skills

Course of Study

Chainsaw Operator

- Safety
- Basic Operation
- Basic Field Maintenance
- Shop maintenance
- Tree felling
- Limbing
- Bucking
- Spring pole safety cut
- Hand sharpening chain

Forest Technician

- Timber cruising
- Tree identification
- Fire control
- Silviculture practices
- Insects and disease
- Map and compass
- Chainsaw core
- Power/hand tool core
- Safety core
- Computer core

Heavy Equip. Operation -

Skidder Entrance Level

- General operation
- Winch control
- Log hitching
- Deck operation
- Maintenance
- Safety core
- Chainsaw core

Horticulture

- Greenhouse management
- Plant identification
- Greenhouse maintenance
- Propagation
- Marketing
- Safety core
- Pesticides
- Computer core

Heavy Equipment Operator - Dozer Entrance Level

- Excavation
- Backfilling
- Grading/leveling
- Winch operation

- Safety core
- Maintenance
- 25 hour operation time

Surveyors Aide

- Map and compass
- Reading angles and horizontal distances
- Chainsaw core
- Safety core
- Computer core
- Abney hand level
- Profile leveling
- Differential leveling

Heavy Construction Laborer

- Basic Heavy Equipment Operation
- 25 hr. combined operation time
- Dozer/backhoe/skidsteer
- Traffic control
- Power tool core
- Hand tool core
- Chainsaw core
- Safety core

Forest Logging

- Tree felling by using game of logging
- Tree skidding
- Log scaling
- Deck operation
- Tree identification
- Chainsaw core
- Safety core
- Computer core
- Skidder operator

Maple Producer

- Tree tapping
- Line Maintenance
- Evaporator operation
- Canning/grading
- Bush development
- Chainsaw core
- Computer core
- Safety core
- First Aid/CPR



Heavy Equipment/Diesel Mechanics

2-Year Program

Plattsburgh Learning Hub

Students will learn the basic theory, operation, and safety practices related to heavy equipment. This program is designed to meet entry-level needs in the field of diesel technologies and repair of agricultural equipment, construction equipment, and class 6-8 "on-highway" vehicles. This course covers four-cycle engine theory, operation, troubleshooting and repair, and preventive maintenance of diesel-powered equipment. The course also covers basic hydraulic theory and principles, fuel systems, basic electrical and electronic systems, Tier IV emissions theory, brake systems, hydraulic/air systems, on-board diagnostic procedures, and an introduction to internet-based information systems used by today's equipment manufacturers.



Program Highlights

- Machine Operation/Maintenance
- Truck Maintenance
- Tool and Parts Counter
- Management
- Welding
- Equipment Restoration
- Engine Repair
- Tire Work
- Brake Work

Career Connections

- Diesel Mechanic
- Bus Fleet Mechanic
- Farm Equipment Mechanic
- Machine Restoration
- Heavy Equipment Mechanic
- Tool Crib Technician
- Service Department Mechanic

Articulation Agreements

- Clinton Community College
- Lincoln Technical Institute
- Nashville Auto Diesel College
- SUNY Canton
- University of N.W. Ohio
- UTI, Proficiency Credit or \$1000 tuition
- Wyotech, Scholarship Available

Certifications

- ASE Certification Preparation
- Auto Lift Institute
- NWRC/21st Century Skills

Course of Study

Tool Counter/Tool Crib

Associate

- Safety
- Tool Management
- Tool and Part Recognition Ability
- Tool and Material Care
- Record Keeping
- Inventory Control
- Ordering of Materials
- Ability to Use Reference Materials
- WEB-based information systems

Equipment Renovation/Repair

- Safety
- Use and Handling of Equipment
- Proper Tool Selection
- Use of Oxyacetylene Equipment
- SMAW (Stick) Welding Basics
- MIG (Wire Feed) Welding Basics
- Plasma cutting
- Paint Prep
- Painting
- Cutting and Grinding
- Clean, neat, orderly work area

Tire/Brake Mechanic

- Safety
- Tire Identification
- Rotation Theory and Practice
- Change Small Tires
- Repair Small and Large Tires
- Balancer
- Balance with Hunter
- Work with hydraulic brake components
- Familiarization with air brake adjustment, repair
- Perform annual DOT brake inspection

Maintenance Mechanic Helper

- Safety
- Hoist operation, jacking safety placement, stands
- Brake adjustment (air, hydraulic)
- Electrical work (bulbs, fuses, motors, etc.)
- Lubrication (grease, oil change, disposal, etc.)
- Cooling system maintenance
- Fuel system maintenance (filters, etc.)
- Air system maintenance (filters, etc.)
- Machine operation (basics for mechanic)
- Basic winch operation/safety

Heavy Equipment Mechanic

- General shop and field safety
- Basic electrical: charging systems
- Basic electrical: starting systems
- Basic computerized diagnostics & electronics
- Diesel theory
- Diesel diagnostics
- Diesel service
- Engine disassembly, repair, return to service
- Fuel line maintenance
- Valve adjustment
- Brake adjust, air and hydraulic
- Suspension
- Seals, bearing replacement, repair
- Writing work orders-manual/electronic
- DOT inspection
- Cold starting



Natural Resources Management

2-Year Program

Mineville Campus

In the Natural Resources Management Program, students engage in hands-on learning based on current industry standards relating to sustainable forestry techniques, heavy equipment operation and maple syrup production. This program is designed to give students a better understanding of our natural resources as they train for a variety of outdoor careers. Students will learn through experience and develop both the skills to perform work properly and cultivate sensitivity to the environment in which the students work. Students will learn environmental studies, forestry and general heavy equipment operation in the outdoors. This diverse instruction will develop the skills needed to become successful in a wide variety of environmental conservation and management careers.



Program Highlights

- Heavy Equipment
- Operation & Maintenance
 - Backhoe
 - Bulldozer
 - Excavator
- Specialized Tree Operations
- Turf Management
- Construction Surveying –Traditional and Laser
- Computer Aided Instruction
- Welding
 - OAW
 - SMAW
 - MIG
 - TIG
 - Plasma Arc Cutting

Career Connections

- Forester
- Surveyor
- Landscape Architect
- Environmental Engineer
- Welder
- Environmental Technician
- Forest Technician
- Materials Technician
- Heavy Equipment Operator

Articulation Agreements

- Clinton Community College
- Paul Smith's College

Certifications

- Level I Game Logging
- First Aid/CPR
- OSHA-10: Construction
- NWRC/21st Century Skills

Course of Study

Heavy Equipment

Operation

- Excavating
- Grading
- Backfilling
- Trenching to grade
- Stockpiling
- Lubrication and service
- Preventive maintenance
- Slot dozing

Forest Technician

- Timber cruising
- Timber cutting
- Tree identification
- Silviculture Practices
- Map & compass

Landscape Technician

- Lawn construction
- Tree and Shrub Planting
- Landscape maintenance
- Landscape construction
- Cost estimates

Maple Syrup Production

- Tree tapping
- Bush management
- Evaporator operation
- Canning/Grading

Surveying

- Establishing Contours
- Building sit layout
- Setting grade stakes/off set method
- Setting grade stakes/effluent and water lines
- Horizontal taping
- Profile surveying
- Differential surveying

Welding Apprentice

- OAW
- Cutting
- SMAW
- MIG
- TIG

Chainsaw Operation

- Basic field maintenance
- Shop maintenance and repair
- Tree felling/bore cut
- Limbing
- Bucking
- Spring pole safety cut
- Hand sharpening chain





New Visions: Applied Engineering

1-Year Program

Plattsburgh Learning Hub

Mineville Campus

The New Visions: Applied Engineering Program is an application based, rigorous one-year exploratory program for select college-bound seniors planning to major in a field of study in Engineering and/or related fields. The academic curriculum is combined with practical, applied work experience as students engage in STEM concepts at the Institute of Advanced Manufacturing (IAM) and through clinical observations with business & industry partners in the field. The program incorporates dual enrollment in college and high school credit-bearing coursework with career exploration and Work-Based Learning (WBL) experiences in Applied Engineering.

Students will participate in daily ½ day sessions for the course of the school year during the Senior Year. The purpose of this program is to increase student success with determining a college major and career pathway in the field of Engineering and/or related fields.



New Visions: Applied Engineering is for high school seniors only.

Program Highlights

- Immersive educational experience for students interested in pursuing a career in engineering
- Daily ½ day sessions
- Practical and applied work experience academic curriculum
- College-like atmosphere
- Dual enrollment in college and high school credit-bearing coursework

Career Connections

- Aerospace Engineering
- Biomedical Engineering
- Chemical Engineering
- Civil Engineering
- Electrical Engineering
- Environmental Engineering
- Industrial Engineering
- Mechanical Engineering
- Structural Engineering
- Architecture
- Quality Control & Process
- Additional Engineering related areas

Articulation Agreements

- Clinton Community College
- North Country Community College

Certifications

- NWRC/21st Century Skills

Course of Study

FIRST SEMESTER

CCC CAP Credit/ NCCC Bridge

Dual Credit

- MAT 204 Pre-Calculus (4)
- PHY100 Physics
- CSC 102 Microcomputer Applications or
- CIS 130 Productivity in Computing
- MEC 100 Intro to Engineering Technology
- MEC 101 Technical Drawing (CAD)
- MEC 201 Solid Modeling & Animation/ 3D Studio
- MEC 212 Computer Aided Manufacturing (CAM)

High School Credit

- Technology Elective (1.0)
- English (0.5)
- Math (1.0)
- Science (.5)

SECOND SEMESTER

CCC CAP Credit/ NCCC Bridge

Dual Credit

- MAT 224 Calculus (4)
- PHY 100 Physics (4)
- CSC 102 Microcomputer Applications (3) or
- CIS 130 Productivity in Computing (3)
- MEC 100 Intro to Engineering Technology (3)
- MEC 101 Technical Drawing (CAD) (3)
- MEC 201 Solid Modeling & Animation/ 3D Studio (3)
- MEC 212 Computer Aided Manufacturing (CAM) (3)

High School Credit

- CTE (0.5)
- English (0.5)
- Math (1.0)
- Science (.5)

TOTAL CREDITS

HS Credits	5.5	College Credits	27
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New Visions: Applied Engineering has a selective admission process.

Applications are required and available on our website and through your school guidance offices.



Placement tests (CCC) will be conducted at component districts in conjunction with regularly scheduled College Advancement Program (CAP) or Bridge placement testing at the school.



New Visions: Medical Careers

1-Year Program

Plattsburgh Learning Hub

Mineville Campus

The New Visions: Medical Careers Program is an academically rigorous one-year exploratory program for selected college-bound seniors planning to major in a field of study such as pre-med, chemistry, biology or other allied health fields. The academic curriculum is combined with practical, applied work experience as students observe health care professionals at one of the area's medical facilities. Learn what the health care field is really about by working alongside professionals and their patients.



! **New Visions: Medical Careers is for high school seniors only.**

Campus locations: UVM Plattsburgh & UVM Elizabethtown & Boquet Valley CSD Mountain View Campus

Program Highlights

- Unique inside view of health care
- Intense, comprehensive coursework
- Acquire the skills necessary to be successful in college and as a professional
- Opportunities to enhance:
 - written and oral fluency
 - group and leadership skills – analytical and creative perspectives
 - study skills/habits
 - personal accountability
- College-like atmosphere

Career Connections

- New Visions: Medical Careers provides opportunities for students to explore careers in nearly all of the medical professions
- Clinical Rotations
- Professional Guest Speakers

Articulation Agreements

- Albany College of Pharmacy offers \$10,000 scholarship for students who participate in the program
- Dual Enrollment: Advanced Placement Credits through Clinton Community College & North Country Community College

Certifications

- First Aid/ CPR Certification
- NWRC/ 21st Century Skills



New Visions: Medical Careers has a selective admission process.

Applications are required and available on our website and through your school guidance offices.

Course of Study

Course Overview

- Introduction to Human Anatomy and Physiology
- Medical Terminology
- Clinical Experiences
- Health Careers Exploration
- Medical Law & Ethics
- Economics & Government
- English 12
- Shadowing Experiences
- Volunteer Experiences
- College Preparation





Pre-CTE Automotive Services

Grades 9 - 12

Plattsburgh Campus

Students in grades 9-12 will learn basic principles and practices necessary for employment in the automotive maintenance, basic repair and minor auto collision repair fields. This program will provide students with hands-on training as well as classroom instruction suited for diverse learning styles. Students will train in basic vehicle maintenance including basic electrical and brake repair. Instruction in interior and exterior detailing is also provided. This program will prepare students for job placement or and/or into the CTE Automotive Tech, Auto Collision Repair, Heavy Equipment/Diesel Mechanics, or Marine Technology Program to further their education.



Program Highlights

- In House Work Site
- Employability Skills
- Co-Teaching Model
- High Quality Instruction

Career Connections

- Oil-Lube Technician
- Retail Customer Service
- Automotive Service Assistant
- Automotive Detail Specialist
- Exhaust System Repair
- Brake Diagnostic/Repair

Certifications

- NYS CDOS Commencement Credential

Further Education

- Automotive Technology (CV-TEC)

Course of Study

Automotive Reconditioner (Detailer)

- Apply Appropriate Safety Precautions
- Appropriate Use of Supplies and Equipment
- Prepare Vehicle for Washing & Cleaning
- Degreasing/Detailing engine Compartment

Automotive Repair Technician (Vehicle Maintenance)

- Perform Tire Dismount and Mounting
- Perform Oil, Filter & Chassis Lube
- Proper Hoisting & Jacking
- Perform Tire Rotation & Wheel torque Procedures
- Services Automotive Batteries - Cleaning Connections & Testing
- Inspecting All Fluids for Proper Levels and Contamination

Automotive Repair Tech (Brakes)

- Replace Break Pads & Shoes
- Replace Brake Hoses
- Bleed Brake System
- Replace Wheel Cylinders
- Replace Emergency Brake Cables

Automotive Repair Technician (Electrical)

- Repair Wiring, Solder & Heat Shrink Insulation
- Use Tester to Evaluate Battery, Starter and Alternator Condition
- Disassemble/Assemble & Test Alternator
- Perform Headlamp System Repair
- Use D.V.O.M to Measure Circuit Resistance & Voltage Drop

Employability Skills

- NYS CDOS Commencement Credential
- Work Based Learning
- Employability Profile



Pre-CTE Exploration

Grades 9 - 12

Mineville Campus

Students in grades 9-12 will learn service level/introductory skills and competencies in three career areas: Natural Resources Management, Automotive Technology, and Construction Trades. Students will rotate through various components of competency areas in each designated content area. This program will provide students with hands-on training as well as differentiated classroom instruction suited for diverse learning styles. This program will prepare students for job placement or and/or into the NYSED CTE Approved Natural Resources Management, Automotive Technology, or Construction Trades two-year program of study to further their education.



Program Highlights

- In House Work Site
- Employability Skills
- Co-Teaching Model
- High Quality Instruction

Career Connections

Automotive

- Automotive Service Assistant
- Automotive Detail Specialist
- Oil-Lube Technician

Construction

- Laborer
- Lumber Stocking

Natural Resource Management

- Outdoor Laborer
- Maple Production

Certifications

- NYS CDOS Commencement Credential
- First Aid/CPR
- OSHA-10 Hour Safety

Further Education

- Automotive Technology (CV-TEC)
- Construction Trades (CV-TEC)
- Natural Resource Management (CV-TEC)

Course of Study

Automotive Repair Tech

- Tire Dismount and Mounting Procedures
- Tire Balancing - Static and Dynamic
- Oil, Filter & Chassis Lube Procedures
- Hoisting and Jacking Procedures
- Tire Rotation & Wheel Torque Procedures
- Services Automotive Batteries, Cleaning Connections and Testing
- Inspecting All Fluids
- Evaluates Front-end Play and Brake Wear

Automotive Reconditioner (Detailer)

- Applies Appropriate Safety Precaution
- Appropriate Use of Supplies and Equipment
- Prepare Vehicle for Washing and Cleaning
- Degreasing/Detailing Engine Compartment

Carpentry Laborer

- Safety Precautions
- PPE
- Work Site Clean-up
- Identify & Basic Hand Tool Use
- Identify & Power Tool Use
- Tape Measurements
- Material Assembly
- Cut Stick Size to Dimension
- Dimensional Lumber Identification
- Fastener Identification
- Stacking Procedures

Chainsaw Basics

- Safety Core
- PPE
- Parts Identification
- Chainsaw Daily Safety Checks
- Proper Start-up Procedures
- Manual Chain Sharpening

Dendrology

- Tree Identification
- Dendrochronology (Tree Aging)
- Tree Health

Heavy Equipment

- Machine/Parts Identification
- Pre-Operational Inspection Checks
- Preventative Maintenance
- Machinery Lubrication

Maple Production

- Sugarbush Development
- Sugarbush Maintenance
- Tree Tapping
- Evaporator Basics
- Canning/Grading Syrup



Pre-CTE Food Services

Grades 9 - 12

Plattsburgh Campus

Pre-CTE Food Services allows students the opportunity to explore entry level positions in the industry while working on employability skills needed to be successful in the workforce. Students will have the opportunity to work in our on-site specialized commercial kitchen, school cafeterias, and other industry related facilities to fulfill work-based learning hours towards the NYS CDOS Credential. Students will work on targeted skills in the areas of cold food preparation, kitchen helper, storage, inventory, serving, product identification, and nutrition. Students will gain skills necessary to meet job entry requirements with a strong base for growth and continued education within the industry.



Program Highlights

- In House Work Site
- Employability Skills
- Co-Teaching Model
- High Quality Instruction

Career Connections

- Entry Level Food Service Workers
- Banquet Server
- Stock Clerk
- Cold Food Server
- Table Busser

Certifications

- NYS CDOS Commencement Credential

Further Education

- Culinary Arts Management (CV-TEC)

Course of Study

Hospitality Core

- Identify career opportunities
- Prepare letter of application
- Prepare resume
- Complete job application

Culinary Core

- Tool & equipment identification and usage
- Knowledge of culinary terminology
- Apply ServeSafe guidelines
- Workplace safety
- Nutrition

Kitchen Helper

- Sweep and mop floors
- Clean kitchen work areas
- Wash pots and pans by hand
- Use dishwashing machine
- Wash and peel vegetables
- Assist kitchen staff

Employability Skills

- NYS CDOS Commencement Credential
- Work Based Learning
- Employability Profile

Storage Clerk

- Product Identification
- Inventory/ Issuing
- Storage

Pantry Cold Food Preparation

- Vegetable Cuts
- Salad Preparation
- Cold Sauces
- Garnishing

Cook

- Apply mise en place
- Read and use recipes
- Convert recipes
- Measure recipes





Security & Law Enforcement

2-Year Program

Plattsburgh Campus

The Security and Law Enforcement Academy is a New York State Division of Criminal Justice Services Security Guard Training School. The program is a student chapter of the following organizations: Teen CERT (Community Emergency Response Team); CAYSA (Corrections and Youth Services Association); and Department of Homeland Security Law Enforcement Exploring. The curriculum includes instruction in all areas of the security profession, corrections, law enforcement, and homeland security. Cadets perform security duties on campus and in the community. Work experiences are available with numerous law enforcement agencies, including but not limited to: U. S. Customs and Border Protection; Clinton County Sheriff's Department; U. S. Border Patrol; and Plattsburgh City Police Department.



Program Highlights

- Crime Scene Investigation
- Arrest Techniques
- Self-Defense and Take Downs
- Handcuffing Procedures
- Firearms Training
- Patrol Vehicle Operation
- Para-Military Basic Training
- Radio Communications
- Pepper Spray and Baton Use
- Community Security Details
- Law Enforcement Ride-a-longs

Career Connections

- Public and Private Security
- Corrections
- Crime Scene Investigation
- Local, State and Federal Law Enforcement
- Military Police
- Bodyguard
- Homeland Security
- Private Investigation
- Dispatching

Articulation Agreements

- SUNY Canton
- Clinton Community College
- Herkimer Community College
- North Country Community College

Certifications

- NYS Security Guard PreAssessment Training
- First Aid/CPR
- NWRC/21st Century Skills

Course of Study

Basic Training Phase

- Military Procedures
- Physical Fitness Program
- Leadership Training
- Self-Defense Techniques
- Patrol Preparation
- NYS Security Certification

Security Operations

- Effective Communications
- Emergency Response
- Use of Force
- Bodyguard Training
- Custody and Control

Introduction to Corrections

- Handcuff Application
- Prison Tours
- Hostage Negotiation
- Chemical Agents
- Riot Formations

Law Enforcement Fundamentals

- Patrol Vehicle Operation
- Crime Scene Investigation
- Court Procedures
- Fingerprints
- Laws of Arrest
- Firearms and Weapons

Homeland Security

- Terrorism Indicators
- Weapons of Mass Destruction
- Surveillance Techniques
- Incident Command System
- Threat Assessments





Security & Law Enforcement

2-Year Program

Mineville Campus

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Program Highlights

- First Aid
- CPR
- Self-Defense
- Use of Force
- Arrest and Search Techniques
- Crime Scene Investigation
- Traffic Accident Investigation
- Emergency Response Procedures
- NYS Criminal & Civil Law

Career Connections

- Federal, State, County & Local Law Enforcement Officers
- Correction Officer
- Private Security Officer
- Loss Prevention Officer (store detective)
- Insurance Investigations
- Traffic control
- Personal Protection Officer
- Electronic Security Specialist
- Crime Scene Technician (C.S.I.)

Articulation Agreements

- SUNY Canton
- Clinton Community College
- Herkimer Community College
- North Country Community College

Certifications

- NYS Security Guard PreAssessment Training
- First Aid/CPR
- NWRC/21st Century Skills

Course of Study

NYS Security Guard

- Customer Service & Public Relations
- Crime Prevention & Physical Security
- Communications & report Writing
- Post Assignment & Security Patrols
- Defensive Tactics & Officer Safety

Certified Protection Officer

- Asset Protection
- Observation Skills & Memory
- Strikes, Lockouts & Labor Relations
- Information Security
- Emergency Planning & Disaster Control

National Safety Council

- AED, CPR & FIRST AID (Theory & Practical)
- AED, CPR & FIRST AID (National Exam)

Certifications

- NYS Security Guard

21st Century Skills

- Communication
- Decision Making
- Interpersonal
- Customer Service
- Leadership

Law Enforcement Fundamentals

- Ceremonial Drill
- Traffic Enforcement
- Arrest Procedures & Processing
- Penal Law
- Criminal Procedure Law
- Courts & Court Procedures



Welding

2-Year Program

Plattsburgh Learning Hub

While performing extensive hands-on work, students will learn welding techniques in gas metal arc welding, gas tungsten arc welding, shielded metal arc welding, plasma arc cutting, and oxyacetylene brazing and cutting in a state-of-the-art lab. These processes will be learned on steel, stainless steel and aluminum metals. Students will learn to process work orders, identify the correct repair procedure, and perform new material layout and fabrication from a blueprint. Upon completion of this course students will be prepared to take a variety of welding certification tests.



Program Highlights

- American Welding Society (AWS)
 - Nationally-recognized "Sense" Program
- Curricula Preparing Both Certified Entry Level and Certified Advanced Level Welders
- Classes Taught by Nationally Certified Welding Educator and Welding Inspector
- Students Learn How to Weld Steel, Aluminum, and Stainless Steel in all Welding Positions
- Types of Welding Taught:
 - Gas Metal Arc Welding
 - Shielded Metal Arc Welding
 - Gas Tungsten Arc Welding
 - Flux Cored Arc Welding

Career Connections

- Welding Technician
- Steel Fabrication
- Engineer
- Certified Welding Instructor
- Certified Welding Inspector
- Manufacturing
- Union Iron Worker
- Pipefitter
- CNC Machine Operator
- Welding Supply Sales
- Entrepreneur
- Welding Inspection & Quality Control

Articulation Agreements

- Clinton Community College
- Alfred State
- SUNY Canton
- Lincoln Technical Institute
- Mohawk Valley
- SUNY Delhi

Certifications

- American Welding Society (AWS)
- NWRC/21st Century Skills

Course of Study

Shielded Metal Arc Welder

- Structural Steel 3/16" - 1"
- Use of All Four Electrode Groups
- All Position Groove and Fillet Welds
- AWS Workmanship Qualification Testing

Gas Tungsten Arc Welder

- Aluminum, Steel and Stainless Steel Welds
- Fillet and Groove Welds in all Positions
- AWS Workmanship Qualification Testing

Welders Helper

- Oxy-Acetylene Welding, Cutting and Brazing
- Use of Measurement Tools
- Plasma Cutting
- Track Torch Operator

Gas Metal Arc Welder

- Fillet and Groove Welds All Positions
- Short Circuit Transfer Mode
- Spray Transfer Mode
- AWS Workmanship Qualification Testing

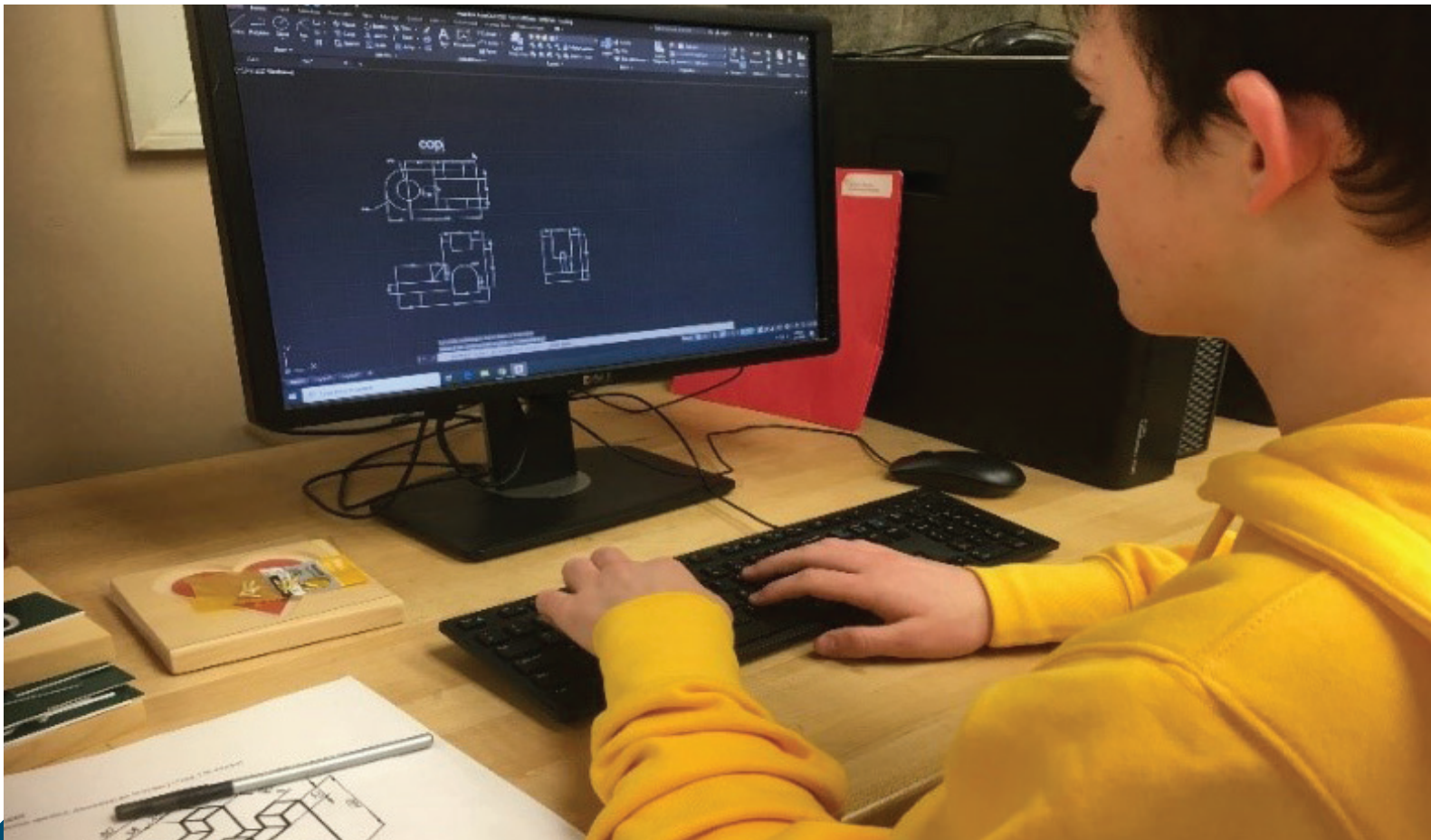
Flux Cored Arc Welding

- Structural Steel Welding from 1/4" - 1"
- Fillet and Groove Welds in all Positions
- AWS Workmanship Qualification Testing

Weld Fabricator

- Blueprint Reading
- Weld Symbols
- Completion of all the Workmanship Qualification Testing to earn AWS Certified Entry Level Welder Certification





Employability Skills Seminars

Student Services Department

CAREER & TECHNICAL EDUCATION (CTE)

Employers have indicated that **Employability or Essential Skills**, such as teamwork, effective communication and critical thinking are the most in-demand skills in today's job market. Our rigorous career and technical education (CTE) programs help students develop these transferable skills through hands-on application in our classrooms, labs, and work-based learning (WBL) experiences. CV-TEC utilizes the Employability Skills Framework, along with the input of our business and industry partners to develop real-world relevant workshops and seminars that target these marketable skills.



**BECOME A CV-TEC BUSINESS
AND INDUSTRY PARTNER TODAY!**

Developing essential employability skills to bridge the work readiness gap!

Career Planning Seminar

In this seminar, students will learn the importance and proper steps in the career planning process. They will also complete skills and interest inventories and use that information for targeted career research. An employer informational session will allow students to network with professionals in the field and ask questions from their research. Students will learn more about the companies in our community and the specific requirements for the careers within the industry.

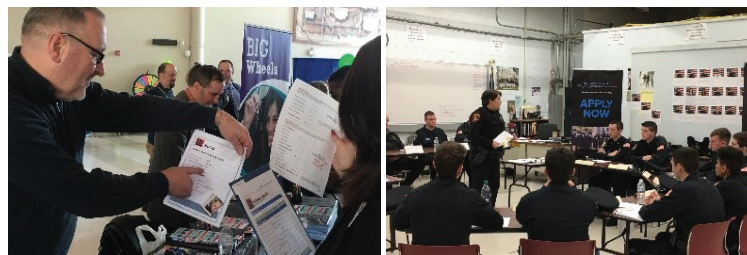
Financial Literacy Seminar

CV-TEC will provide financial literacy training through targeted lessons that focus on budgeting, savings, investing, credit scores and loans, as well as identity theft. As a culminating project, we will collaborate with our local credit unions and business and industry partners to offer our graduates Mad City Money Reality Fair, a hands-on financial literacy simulation. Students will apply the skills learned in the classroom to create a realistic monthly budget. They will gain a deeper understanding of what it is like to budget for monthly expenses, while managing their debt and saving for the future.

Job Seeking Seminar

The Job Seeking workshops allow our CTE students to acquire the critical skills needed to be successful in the job seeking process. They will gain experience tailoring their cover letter and resume to apply for posted positions. Students will also learn valuable networking skills, and perfect their elevator pitch. Mock interviews will allow our students to feel confident answering common interview questions, while learning important tips to be able to articulate their skills in a job interview. To culminate these experiences, our CTE students will participate in a Job Fair. This event will allow them to gain access to local organizations/agencies, while previewing and interviewing for summer jobs, internships, and other career opportunities in our area.

Course Detail



Employability Workshops

- Customer Service Excellence
- Effective Workplace Communications
- Innovation and Entrepreneurship
- Learning to Lead
- Teamwork for the Trades
- Technology in the Workplace
- Sexual Harassment Prevention
- Employment Seminar

CTE students will earn micro-credentials upon completion of each workshop.



U.S. Department of
Education Office of
Career, Technical, and
Adult Education Division
of Academic and
Technical Education

Mrs. Sherry Snow
CV-TEC, Student Services Coordinator
(518) 561-0100 ext. 255
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#CTEisEssential



Work Based Learning

Student Services Department

CAREER & TECHNICAL EDUCATION (CTE)

At CV-TEC, Work Based Learning (WBL), combined with employability skills training are critical components to preparing students for their chosen career path. These experiences make school-based learning more relevant by providing students with the opportunity to apply knowledge and skills learned in the classroom to real world situations. Students gain work experience and are exposed to various career options. In turn, they develop an understanding of the range of post-secondary options available to them, including college, technical training, and entry-level skilled employment.

To meet the needs of our diverse Career and Technical Education (CTE) student population, we offer a wide variety of Work Based Learning (WBL) options. These may be exploratory in nature or a culminating paid experience

designed to perfect and expand skills through on-the-job training. CTE teachers recommend students for these WBL opportunities based on their good academic standing, technical proficiency, and workplace behaviors, including attendance. The certified WBL coordinator, along with the teacher, student and employer develop individually tailored objectives or training plans for each student placement. Students are required to complete time sheets documenting their WBL attendance and learning experiences, and upon completion, the workplace supervisors/mentors will verify and provide feedback to students.



**BECOME A CV-TEC BUSINESS
AND INDUSTRY PARTNER TODAY!**

NY State Registered WBL Programs

Career Exploration Internship Program (CEIP)

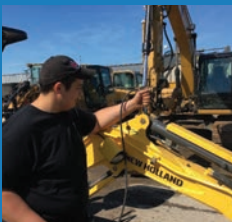
- Career awareness, exploration Unpaid
- Hazardous occupations prohibited
- Students age 14+

Cooperative Career & Technical Education Work Experience Program (CO-OP)

- Career development, skill specific
- Paid or unpaid
- Hazardous occupations allowable with student-learner exceptions
- Students age 16+
- Requires supervised on-the-job training, related in-school instruction, a memorandum of agreement for the extended classroom, and a student training plan.

Youth Apprenticeship Program

- Paid on-the-job training; apprentices train under the guidance of experienced journey workers.
- Related classroom training
- Students age 18+



These WBL options follow all Fair Labor Standards Act (FLSA) regulations and local labor requirements, allowing students to work on-site a maximum

of four, one-half days per week. When not at the work site, students attend their CV-TEC programs for further related technical training and academic instruction.

Other WBL Options

- Industry Speakers and Tours
- Job Shadowing
- Community Service/Volunteering and Service Learning
- Career-Focused Research Project
- School-Based Enterprise
- Onsite-Site Project (Community Based)
- Clinical Experience

BENEFITS OF WORK BASED LEARNING

FOR STUDENTS:	<ul style="list-style-type: none"> • Establish clear connections between education and workplace • Develop awareness of career options • Build technical skills through real-world scenarios • Increase understanding of workplace expectations and skills needed • Discover networking opportunities with potential employers • Promotes employability skills and positive work habits
FOR BUSINESSES:	<ul style="list-style-type: none"> • Develop your future workforce • Build a stronger community • Create improved work culture through mentoring opportunities • Increase company awareness

**CV-TEC WORKS WITH MORE THAN 200
BUSINESSES DURING THE SCHOOL YEAR
TO PROVIDE OUR CTE STUDENTS WITH
WORK BASED LEARNING OPPORTUNITIES,
AND WE CONTINUE TO LOOK FOR NEW
PARTNERSHIPS.**

100% OF OUR CTE STUDENTS PARTICIPATE IN WBL



Mrs. Sherry Snow
CV-TEC, Student Services Coordinator
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ADULT & CONTINUING EDUCATION



CO-SER 103

CV-TEC provides Adult and Continuing Education programs and services on site to area post-secondary (adult) learners on all three of our CV-TEC Campuses. Programming is also offered at several off-campus community locations. Programming for post-secondary (adult) learners include: CTE Daytime Programs of Study, short-term courses, and continuing education evening courses.

Career & Technical Education for Adults

Adults can register for any CV-TEC daytime Career and Technical Educational (CTE) program on a space available basis. Enrollment is self-pay or with special funding through CV-TEC Literacy, HSE, and Job Skills Training (JST) Program, ACCESS-VR, CCETA, DOL, Veterans Administration or other sources including special training vouchers. Low interest loans are also available through the Sallie Mae Corporation. Programs for adults who wish to enter, re-enter and/or gain advancement in employment are offered during the daytime and in shorter courses in the evening on all campuses.

Practical Nursing (LPN)

Classroom, lab practice, lab simulations, job shadowing and clinical experiences are integral parts of the NYSED accredited licensure program. Students receive preparation for the NYS licensure and entering the health field for Practical Nursing. This program is an excellent start for continuing in

a postgraduate health profession career pathway. Students gain the skills and knowledge that will allow them to deliver safe, effective nursing care, working in partnership with Registered Nurses and other health care team members. This is a 1160-hour licensure preparation adult only program.

Nurse Assisting (CNA)

Instruction, lab practice, lab simulation, job shadowing and clinical experiences are integral parts of the program. Students receive preparation for the NYS certification examination and to enter the health field as a Certified Nurse Assistant. CNAs are an integral part of the medical team. CNAs have direct contact with patients/clients and families and deliver personal care to clients who need assistance. Students will learn basic principles and skills required to care for clients as a certified nurse assistant.

CPR

This course leads to certification for CPR for infants, children and adults. Eight hours of instruction is provided over two sessions. Certification is available through the National Safety Council or American Red Cross.

Standard First Aid

The workshop details management of basic injuries and medical emergencies. Standard First Aid can be provided in conjunction with CPR or as a 6-8 hour stand-alone workshop. Certification is available through the National Safety Council or American Red Cross.

AED

This program provides hands on training of the Automated External Defibrillator to individuals who plan to volunteer as responders to cardiac emergencies where trained medical personnel are not immediately available. Topics include the use of the machines, maintenance of the equipment and legal liabilities to the volunteer. This workshop can be combined with CPR/First Aid or be offered as a stand-alone workshop. Certification is available through the National Safety Council or American Red Cross. This workshop is available to component districts in order to provide training for meeting the new AED mandate.

Phlebotomy

Phlebotomy training prepares students to perform finger and venous blood draws. Safety, proper infection control methods, and emergency preparedness are included in the course. Students receive preparation for entering a health career in Phlebotomy. NHA certification is offered to candidates who successfully complete the program.

Apprenticeship Programs

CV-TEC is the authorized Designated Lead Educational Agency (DLEA) certified to conduct, administer, oversee and approve classroom instruction for Union Apprenticeship Training Programs in the region. Apprenticeship Training is conducted in the areas approved by the New York State Department of Labor.

Continuing Education Courses

Numerous continuing education courses are offered to adults on various campuses. The courses are offered year-round for any interested adult. These are offered in conjunction with Career and Technical Education courses. Current course availability and fees can be found on our website.

Commercial Driver's License (CDL) CDL-A, CDL-B & CDL B to A Upgrade

CDL-A

The Tractor Trailer Driver Training Program is a 60-hour, experiential course offering instruction

on a variety of topics such as: Introduction to the Tractor Trailer, Vehicle Control Systems, Inspections, Basic Control, Proficiency Development, Safe Operating Procedures, Advanced Operating Procedures, and Street Driving. Completion of the CDL Class A program leads to eligibility for Department of Motor Vehicle testing and licensure.

CDL-B

CV-TEC's Class B CDL Program is a 30-hour course leading to a commercial driver's license that allows holders to drive certain types of commercial vehicles. The course is designed for individuals with limited or no experience driving a Class B commercial vehicle. Commercial vehicles that can be operated with a Class B driver's license include, but are not limited to, straight trucks, dump trucks, cement trucks, refuse trucks, delivery trucks, tow trucks, household and commercial moving trucks, grocery delivery trucks, box vans, or large buses.



CDL-B to A Upgrade

Completion of the CDL-B to CDL-A Upgrade course leads to eligibility for Department of Motor Vehicle testing and licensure.

Business and Industry Training Programs

Customized Training For Business And Industry

Customized training programs are tailored to meet the needs of local business and industry. These programs are designed to upgrade

employees' technical and management skills. These programs can be designed cooperatively, based on the needs and interest of our business partners. Tuition and fees will vary depending on the length and content of the training program.

Other Career Certificate Programs

Adult Online Learning Experiences

CV-TEC offers hundreds of adult online education courses. Participants may enroll in a variety of instructor led, self-paced or enhanced tutorials at affordable prices. Participants can enjoy the convenience of learning at home and of accessing coursework 24/7. Students can select from a number of national online Ed2Go programs through CV-TEC. Certificates of completion are provided by Ed2Go in a number of career and technical programs.

Adult Literacy Education



Co-Ser 950

CV-TEC offers free Adult Basic Education (ABE), Adult Secondary Education (ASE), and High School Equivalency (HSE) preparation to adults, age 18 or older. Programs are offered at the OneWorkSource Centers in Plattsburgh and Elizabethtown, and various other community locations. Instruction is provided through distance learning programs and ABE/ ASE classes. CV-TEC's Adult Literacy programs are all New York State approved and taught by certified teachers. CV-TEC is an approved Test Assessing Secondary Completion (TASC) test site in both Plattsburgh and Mineville.

ABE/ASE Classes

Offered in Clinton & Essex counties at various locations. Classes are offered during morning, afternoon and evening sessions.

Job Skills Training

Funding is available for eligible adults to enroll in job skills training programs. Training programs include Certified Nursing Assistant, Home Health Aide, Welding, Computer Classes, CDL, and more.

Distance Learning Programs

A variety of programs are available for students who are unable to attend an ABE/ASE class. Students study at their own pace and in their own setting. Individualized lesson plans are developed for students and materials are delivered every two weeks to a library of the students' choosing. Students may also choose to pick up and drop off materials every two weeks at the OneWorkSource centers.

Online High School

Co-Ser 411

CV-TEC is proud to offer high school students the opportunity to take NYS-approved, online courses. Districts may select from a wide variety of Regents, Elective and Advanced Placement (AP) courses.

Designed to ease scheduling and staffing challenges faced by school guidance counselors and administrators, the CV-TEC Online High School provides a full range of high quality, instructor-led course options from two different providers: Connections Learning and Western Suffolk BOCES (WSB).

Visit www.cves.org (click on CV-TEC; scroll down to "Online Course Offerings").

Features of CV-TEC's Online High School:

- Courses approved and assigned by Principals or Guidance Counselors
- Courses aligned with NYS Learning Standards (AAI and WSB)
- 150 consecutive day and semester-by-semester scheduling options available
- Regents courses taught by NYS-Certified Instructors (WSB)

- Affordable tuition rates
- Reimbursable expenses; districts may claim State aid (Co-Ser # A411; Activity Code: 5877)
- Prompt, local technical support offered by CV-TEC
- Courses may be augmented, supported, or taught by district-appointed personnel
- Asynchronous; contact via e-mail with course instructors
- 24/7 access to program of study
- Designed to assist or augment districts' course offerings and schedules
- Districts assign a faculty mentor to assist student through the online learning process. Mentors have ongoing access to a student's progress
- Convenient enrollment schedule (by semester): September-December; January-June
- Advanced Placement ("AP") course options available



Commercial Drivers License (CDL-A)

Adult Education Course - 60 Course Hours

Plattsburgh Learning Hub

The Tractor Trailer Driver Training Program is a 60-hour, experiential course offering instruction on a variety of topics such as: Introduction to the Tractor Trailer, Vehicle Control Systems, Inspections, Basic Control, Proficiency Development, Safe Operating Procedures, Advanced Operating Procedures, and Street Driving. Completion of the CDL Class A program leads to eligibility for Department of Motor Vehicle testing and licensure.



Program Highlights

- 60 Hours "Cab" Time
- Course Length: 6-8 Weeks
- Cab Time Arranged by Appointment
- Instructor-Student Ratio: 2:1
- Emphasis on Driving Skills
- Year-Round, Rolling Admission
- FMCSA Entry-Level Driver Training compliant
- Instructor assistance in planning testing arrangements
- Tractor trailer provided for training and road test
- Financial assistance available for qualified adults
- Classes meet at CV-TEC Satellite Campus

Career Connections

- CDL-A Driver

Prerequisites

- Must be 21 Years of Age or Older
- CDL Class A Driver's Permit (DMV)
- Recent Physical Examination (DOT)
- Previous Experience with Standard Shift Vehicle (recommended)

Requirements

- Completion of 60 hours of behind-the-wheel training (public road and range)
- Successful completion of self-paced online theory course (approximately 12 hours)
- Pass all parts of the NYS CDL-A road test

Certifications

- NYS Licensure

Contact Us

Call 518-561-0100 x281
for more information

Course of Study

Introduction

- Commercial Motor Vehicles
- Commercial Drive License (CDL) & Commercial Learner Permit (CLP) Classes, Endorsement & Restrictions
- CDL and CLP Requirements
- CDL Tests
- Additional Requirements for Bus Drivers
- Driver Disqualifications
- Other Commercial Privilege Rules
- International Registration Plan
- International Fuel Tax Agreement

Introduction to the Tractor Trailer

Vehicle Control Systems

- Controls
- Function of Vehicle Instruments
- Shifting

Inspections

- Types of Vehicle Inspections
- Inspection Details
- Pre-Trip Inspection Procedures
- En-Route and Post-Trip Inspections
- Additional Procedures for Special Vehicles
- Reporting
- Vehicle Systems

Basic Control

- Starting, Warming Up & Shutting Down
- In Motion & Stopping
- Backing in a Straight Line
- Turning
- Range Exercises & Practice
- Pre-Street Range Test
- Coupling and Uncoupling

Proficiency Development

- Backing
- Space Management
- Speed Management
- On-Street Proficiency Development

Safe Operating Procedures

- Visual Search
- Lane Changing
- Passing, Merging, Exiting & Turning
- Parking Procedures
- Preparing for Street Lessons

Advanced Operating Procedures

- Diagnosing & Reporting Malfunctions
- Troubleshooting & Problem Solving
- Reporting Requirement: Log Books
- Night Operation

Street Driving



Commercial Drivers License (CDL-B)

Adult Education Course - 30 Course Hours

Plattsburgh Learning Hub

CV-TEC's Class B CDL Program is a 30-hour course leading to a commercial driver's license that allows holders to drive certain types of commercial vehicles. The course is designed for individuals with limited or no experience driving a Class B commercial vehicle. Commercial vehicles that can be operated with a Class B driver's license include, but are not limited to, straight trucks, dump trucks, cement trucks, refuse trucks, delivery trucks, tow trucks, household and commercial moving trucks, grocery delivery trucks, box vans, or large buses. Having a Class B license permits you to drive a gross vehicle weight of 26,001 pounds or more. This gross weight limit includes any combination of vehicles and cargo. CV-TEC offers both Class A and Class B courses on a rolling admissions basis.



Program Highlights

- 30 Hours "Cab" Time
- Course Length: 3-4 Weeks
- Cab Time Arranged by Appointment
- Instructor-Student Ratio: 1:1
- Emphasis on Driving Skills
- Year-Round, Rolling Admission
- FMCSA Entry-Level Driver Training compliant
- Instructor assistance in planning testing arrangements
- Truck provided for training and road test
- Financial assistance available for qualified adults
- Classes meet at CV-TEC Satellite Campus

Career Connections

- CDL-B Driver

Prerequisites

- Must be 18 Years of Age or Older
- CDL Class B Driver's Permit (DMV)
- Recent Physical Examination (DOT)
- Previous Experience with Standard Shift Vehicle (recommended)

Requirements

- Completion of 30 hours of behind-the-wheel training (public road and range)
- Successful completion of self-paced online theory course (approximately 12 hours)
- Pass all parts of the NYS CDL-B road test

Certifications

- NYS Licensure

Contact Us

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for more information**

Course of Study

Introduction to the Commercial Vehicle

Control Systems

Vehicle Inspections

Basic Control

- Starting Engine
- Mirror Use
- Clutching & Shifting
- Vehicle Motion & Stopping
- Straight-line Backing
- Turning

Proficiency Development

- Basic Control
- Safe Operating Procedures
- Visual Search
- Communication
- Speed Management
- Space Management
- Night Driving
- Lane Changing
- Passing
- Merging
- Exiting
- Turning
- Parking

Advanced Operating Procedures

- Hazard Perception
- Emergency Maneuvers

Street Driving

Road Test



CDL-B to A Upgrade

Adult Education Course - 30 Course Hours

Plattsburgh Learning Hub

The Tractor Trailer Driver Training Program is a 30-hour, experiential course for those who already possess a Class B CDL and want to earn their Class A CDL. Instruction is offered on a variety of topics such as: Introduction to the Tractor Trailer, Vehicle Control Systems, Inspections, Basic Control, Proficiency Development, Safe Operating Procedures, Advanced Operating Procedures and Street Driving. Completion of the CDL-B to CDL-A Upgrade course leads to eligibility for Department of Motor Vehicle testing and licensure.

Program Highlights

- 30 Hours "Cab" Time
- Course Length: 3-4 Weeks
- Cab Time Arranged by Appointment
- Instructor-Student Ratio: 2:1
- Emphasis on Driving Skills
- Year-Round, Rolling Admission
- FMCSA Entry-Level Driver Training compliant
- Instructor assistance in planning testing arrangements
- Truck provided for training and road test
- Financial assistance available for qualified adults
- Classes meet at CV-TEC Satellite Campus

Career Connections

- CDL-A Driver

Prerequisites

- Must be 21 Years of Age or Older
- Class B Commercial Driver's License
- CDL Class A Driver's Permit (DMV)
- Recent Physical Examination (DOT)
- Previous Experience with Standard Shift Vehicle (recommended)

Requirements

- Completion of 30 hours of behind-the-wheel training (public road and range)
- Successful completion of self-paced online theory course (approximately 12 hours)
- Pass all parts of the NYS CDL-A road test

Certifications

- NYS Licensure

Contact Us

Call 518-561-0100 x281
for more information

Course of Study

Introduction

- Commercial Motor Vehicles
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- Controls
- Function of Vehicle Instruments
- Shifting

Inspections

- Types of Vehicle Inspections
- Inspection Details
- Pre-Trip Inspection Procedures
- En-Route and Post-Trip Inspections
- Additional Procedures for Special Vehicles
- Reporting
- Vehicle Systems

Basic Control

- Starting, Warming Up & Shutting Down
- In Motion & Stopping
- Backing in a Straight Line
- Turning
- Range Exercises & Practice
- Pre-Street Range Test
- Coupling and Uncoupling

Proficiency Development

- Backing
- Space Management
- Speed Management
- On-Street Proficiency Development

Safe Operating Procedures

- Visual Search
- Lane Changing
- Passing, Merging, Exiting & Turning
- Parking Procedures
- Preparing for Street Lessons

Advanced Operating Procedures

- Diagnosing & Reporting Malfunctions
- Troubleshooting & Problem Solving
- Reporting Requirement: Log Books
- Night Operation

Street Driving



Nurse Assisting (CNA)

Adult Education Course - 60 Course Hours/32 Clinical

Plattsburgh Campus

Mineville Campus

Enter the world of health care! Learn skills used across the industry in a wide variety of health care occupations. Didactic, lab practice, job shadowing and clinical experiences are integral parts of the program. Students receive preparation for entering a health career as a Certified Nurse Assistant. CNAs are an integral part of the medical team. They have direct contact with patients/clients and families, and deliver personal care to clients who need assistance. Students will learn basic principles and skills required to care for clients.



Program Highlights

- Patient Care Skills
- First Aid
- CPR
- Medical Terminology
- Vital Signs Measurement
- Infection Control
- Medical Abbreviations
- Body Structure & Function
- Nutrition
- Safety in the Health Care Environment

Career Connections

- Certified Nursing Assistant
- Clinical Assistant
- With Further Education: Licensed Practical Nurse, Registered Nurse, Radiology Technician, Surgical Technologist

Certifications

- New York State Certification as a Nursing Assistant

Course of Study

Safety in the Healthcare Setting

- Body Mechanics
- Universal Precautions
- Gowning, Gloving

Hand Washing

Legal and Ethical Issues

- Confidentiality
- HIPAA Regulations

Personal Care Skills

- Bathing
- Feeding
- Hand and Nail Care

Body Structure and Function

- Aging Process
- Body Systems

Medical Terminology & Abbreviations

Nutrition

- Therapeutic Diets
- Heart Healthy Diet

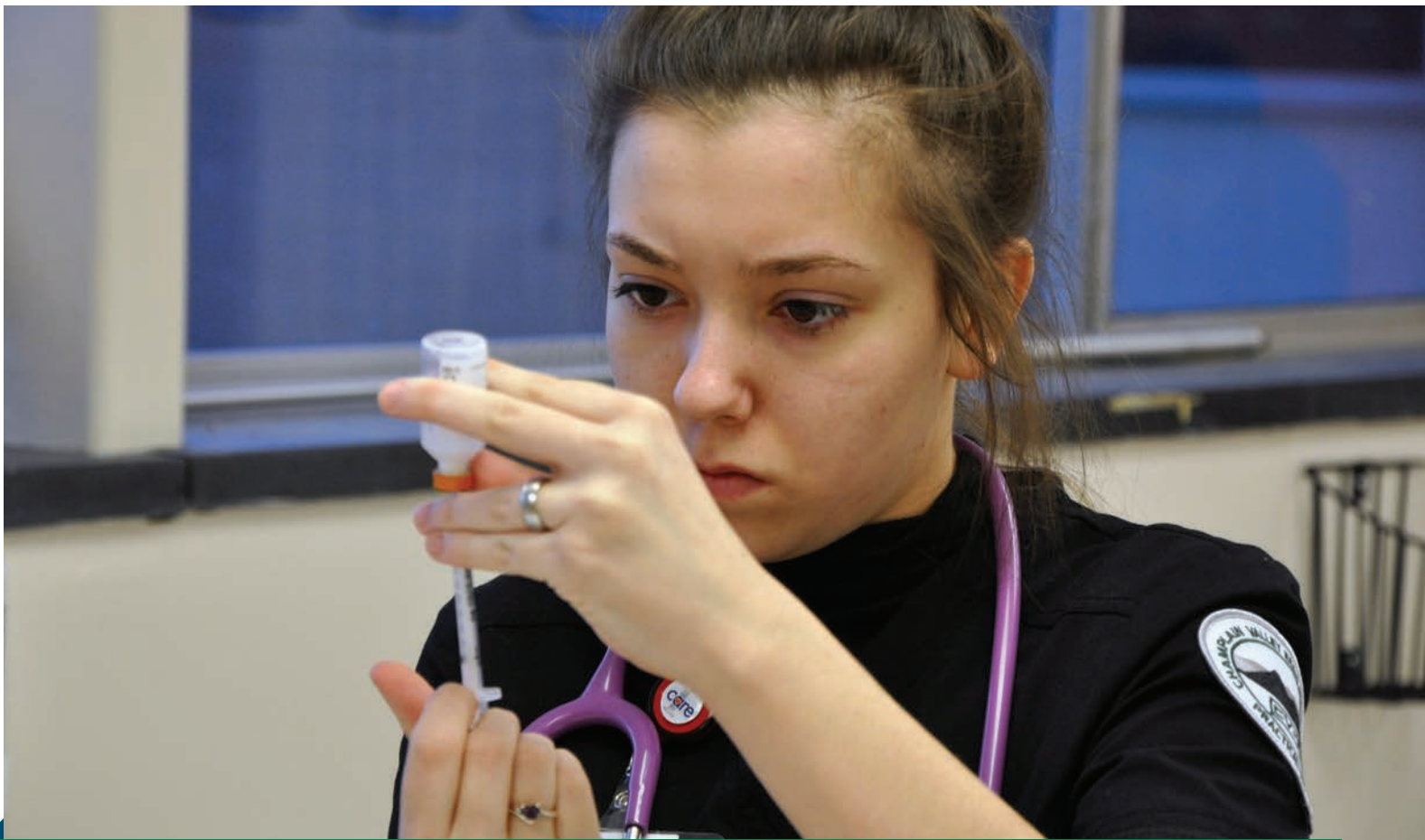
Skills

- Personal Care Skills
- Vital Sign Measurement

Clinical Experiences

- Hands on CNA Training
- 30 Clinical Hours
- Simulated Lab Practice





Practical Nursing (LPN)

Adult Education Program - 1160 Course Hours

Plattsburgh Campus

Become a Licensed Practical Nurse (LPN)! Classroom, lab practice, job shadowing and clinical experiences are integral parts of the program. Students receive preparation for entering a health career in Practical Nursing. This program is a great start for continuing in a postgraduate health profession career pathway. Students gain the skills and knowledge that will allow them to deliver safe, effective nursing care, working in partnership with Registered Nurses and other health care team members. This is a 1160-hour, adult only program.



Program Highlights

- First Aid & CPR
- Issues & Ethics
- Human Body
- Nutrition
- Medical/Surgical Nursing
- Skills for the Practical Nurse: including client care, data collection, wound care, medication administration and monitoring
- Mental Health Nursing
- Maternal and Child Nursing
- Medical Terminology
- Infection-Control
- Medical Abbreviations
- Safety in the Health Care Environment

Career Connections

- Licensed Practical Nurse
- With Further Education: Registered Nurse, Radiology Technician and Surgical Technologist

Articulation Agreements

- SUNY Canton
- Clinton Community College
- North Country Community College

Certifications

- NYS License as Practical Nurse

Course of Study

Role of the LPN

Safety in the Healthcare Setting

First Aid and CPR

Infection Control

Issues and Ethics

- Confidentiality
- HIPAA Regulations

Medical Terminology

Medical Abbreviations

LPN Skills

- Patient Care
- Data Collection
- Wound Care
- Medication Administration
- Monitoring

Courses

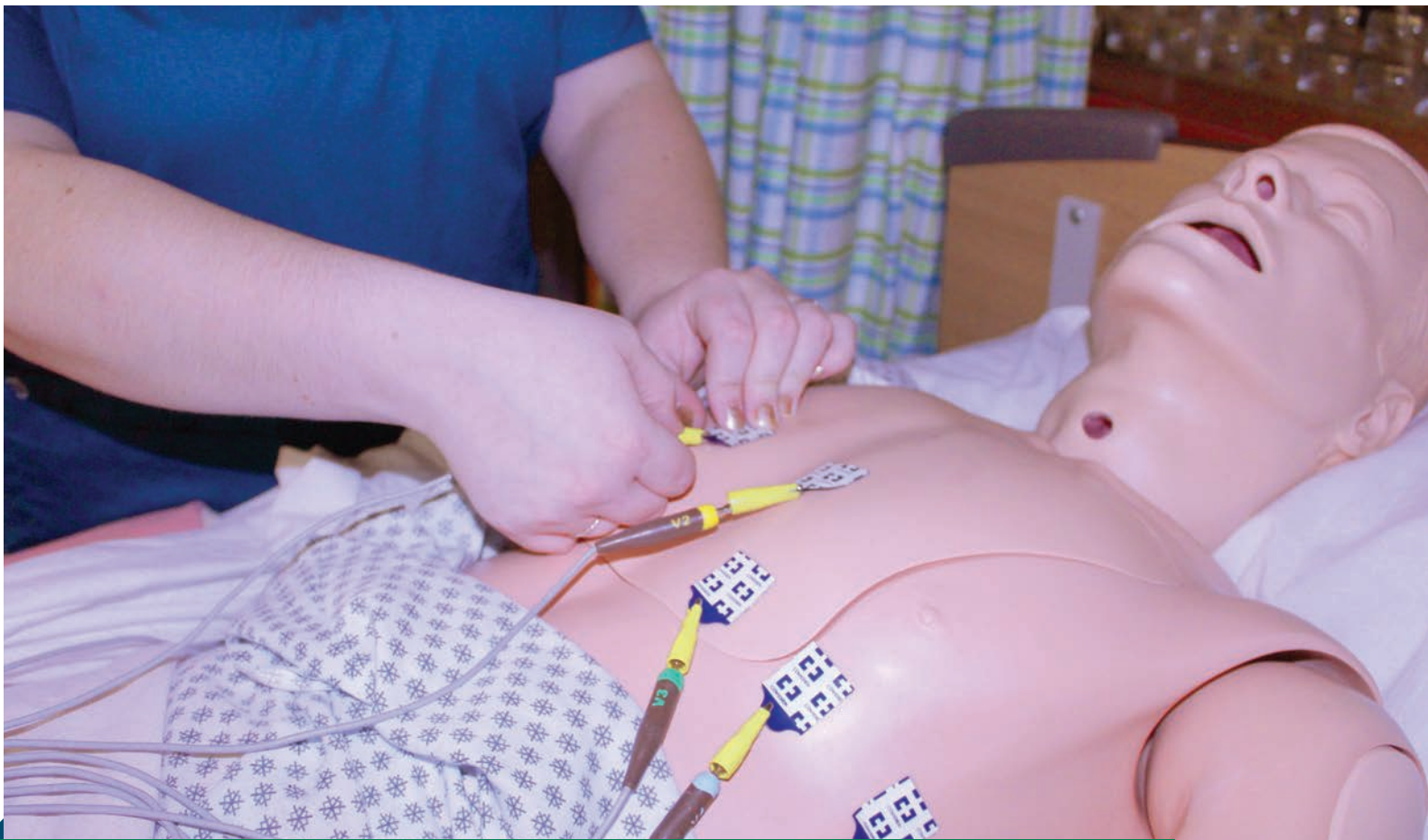
- Medical Surgical Nursing
- Human Body
- Nutrition
- Mental Health Nursing
- Maternal and Child Nursing

Clinical Experiences

Shadowing Experiences

Career Preparation

Portfolio Development



Electrocardiograph Technician (EKG)

Adult Education Course - 51 Course Hours

Plattsburgh Campus

Learn in depth knowledge of the 12 lead EKG and conduction system of the heart, as well as disorders that can be monitored with the EKG or other mobile monitoring systems. Our course will provide an understanding of pre-hospital emergency medicine and life saving techniques.



Program Highlights

- First Aid
- CPR
- Medical Terminology
- Infection Control
- Medical Abbreviations
- Heart Rhythms
- Anatomy and Physiology
- Safety in the Health Care Environment

Career Connections

- Electrocardiograph Technician
- Clinical Assistant
- With Further Education: Licensed Practical Nurse, Registered Nurse

Certifications

- NYS Licensure

Course of Study

Role of the EKG Technician

Safety In the Healthcare Setting

Basic First Aid and CPR

Infection Control

Legal and Ethical Issues

- Confidentiality
- HIPAA Regulations

Cardiac Anatomy and Physiology

Cardiac Rhythms

Medical Terminology

EKG Administration

Vital Signs

Clinical Experiences

- Hands on EKG Training
- Simulated Lab Practice
- Shadow



Phlebotomy

Adult Education Course - 70 Course Hours

Plattsburgh Campus

Phlebotomy training prepares students to perform finger and venous blood draws. Safety, proper infection control methods, and emergency preparedness are included in the course. Students receive preparation for entering a health career in Phlebotomy. NHA certification is offered to candidates who successfully complete the program.



Program Highlights

- First Aid
- CPR
- Medical Terminology
- Infection Control
- Medical Abbreviations
- Blood and Cell Composition
- Safety in the Health Care Environment

Career Connections

- Phlebotomy Technician
- Clinical Assistant
- With Further Education: Licensed Practical Nurse, Registered Nurse, Radiology Technician, Surgical Technologist

Articulation Agreements

- Clinton Community College

Certifications

- NYS Licensure

Course of Study

Role of the Phlebotomy Technician

Safety In the Healthcare Setting

Basic First Aid and CPR

Infection Control

Legal and Ethical Issues

- Confidentiality
- HIPAA Regulations

Cardiac Anatomy and Physiology

Blood and Cell

Composition

Medical Terminology

Vital Signs

Clinical Experiences

- Hands on Phlebotomy

Training

- Lab Practice
- Shadow

CV-TEC Plattsburgh Campus

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CV-TEC OneWorkSource Campus

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Adult Literacy & Training Coordinator
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Phone: (518) 561-0430 x3088



Types of Work-Based Learning Experiences

There are many examples of work-based learning experiences along the continuum. Here are some examples of common work-based learning experiences.

Career Awareness	Career Day	A career awareness activity where employers from a variety of industries come together at a school to share information about their company, their job, and the education and skills that are required for success in their career. ⁶
	Workplace Tour	A highly-structured career awareness experience in which learners visit a workplace, learn about the business, meet employers, ask questions and observe work in progress. ⁷
Career Exploration	Career Competition	A career exploration experience requiring learners to demonstrate mastery of career-related skills through presentations or competitions that are judged by industry professionals. ⁸
	Career Mentorship	A career exploration activity where learners are matched one-on-one or in small groups with an industry professional to explore potential careers and related educational issues. ⁹
	Job Shadowing	A structured career exploration activity in which learners are paired with an employer and observe the workday, interact with clients or customers, and attend meetings and other appointments with the person they are shadowing. ¹⁰
Career Preparation	Cooperative Education (Co-op)	An intensive career preparation experience where academic programs are connected to structured work experience through which participants acquire professional and technical skills. ¹¹
	Simulated Workplace Experience	A career preparation experience where learners engage in activities that simulate work environments. ¹²
	Student Led Enterprise	A career preparation experience where students operate school-based enterprises that produce goods or services for sale or to be used by people other than the participating learner(s). ¹³
Career Training	Apprenticeship	An intensive career training experience that generally lasts from one to six years and provides a combination of on-the-job training and formal classroom instruction. ¹⁴
	Internship	A highly structured, time-limited, career training experience in which learners are placed at a worksite to observe and participate in work firsthand. ¹⁵

West Virginia's Simulated Workplace Program³

Launched in 2013, the simulated workplace program in West Virginia transforms classrooms into business enterprises, creating an authentic environment where learners can develop and practice both technical and employability skills. As of 2018, the West Virginia Board of Education requires every CTE concentrator to complete a simulated workplace program as a capstone experience.

Washington State's Career Bridge⁴

Washington's one-stop source for career and education planning, Career Bridge helps learners find and connect to a career pathway by completing career assessments, learning data about wages and the types of training needed for certain careers, and searching available programs of study that lead to careers learners are interested in.

Northern Illinois P-20 Network's Career Pathways Virtual Trailheads⁵

Launched in response to the COVID-19 (coronavirus) pandemic, Virtual Trailheads is a YouTube series that allows students to learn from professionals in a wide range of occupations. Professionals share details about their work, skills most important in their field and advice for prospective learners.



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