

# BROWARD TECHNICAL COLLEGES



**ATLANTIC  
TECHNICAL COLLEGE  
AND HIGH SCHOOL**

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*Coconut Creek 754.321.5100  
Arthur Ashe Campus 754.322.2800*



**McFATTER  
TECHNICAL COLLEGE  
AND HIGH SCHOOL**

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*Davie 754.321.5700*



**SHERIDAN  
TECHNICAL COLLEGE  
AND HIGH SCHOOL**

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*Hollywood 754.321.5400  
West Campus 754.321.3900*

## 2019 - 2020

# CONSUMER INFORMATION GUIDE



## **The School Board of Broward County, Florida**

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*Atlantic, McFatter and Sheridan Technical Colleges are Accredited by the Accrediting Commission of the Council on Occupational Education and Commission on Secondary and Middle Schools AdvancEd*

The School Board of Broward County, Florida, prohibits any policy or procedure which results in discrimination on the basis of age, color, disability, gender identity, gender expression, national origin, marital status, race, religion, sex or sexual orientation. Individuals who wish to file a discrimination and/or harassment complaint may call the Director, Equal Educational Opportunities/ADA Compliance at 754-321-2150 or Teletype Machine (TTY) 754-321-2158. Individuals with disabilities requesting accommodations under the Americans with Disabilities Act Amendments Act of 2008, (ADAAA) may call Equal Educational Opportunities/ADA Compliance Department 754-321-2150 or Teletype Machine (TTY) 754-321-2158.

# Table of Contents

<b>Section 1: General Institutional Information</b> .....	2
Introduction .....	2
Family Educational Rights and Privacy Act (FERPA).....	2
Access for Students with Disabilities .....	2
Student Diversity .....	2
Price of Attendance.....	3
Cost of Attendance.....	3
Net Price Calculator .....	4
Return of Title IV Policies.....	4
Textbook Information .....	4
Educational Program.....	5
Instructional Facilities.....	5
Faculty.....	5
Transfer of Credit Policies.....	5
Articulation Agreements .....	5
Accreditation, Approval and Licensure of Institution and Programs .....	5
Computer Use and File Sharing.....	5
Copyrighted Material .....	6
Student Activities.....	6
Career and Job Placement Services .....	6
Constitution Day .....	6
Voter Registration .....	6
<b>Section 2: Student Financial Assistance</b> .....	7
Notice of Availability of Institutional and Financial Aid Information.....	7
Assistance Available from Federal, State, Local and Institutional Programs .....	8
Federal Student Financial Aid Penalties for Drug Law Violations.....	9
Student Loan Information.....	9
<b>Section 3: Health and Safety</b> .....	10
Drug and Alcohol Abuse Prevention Program .....	10
Vaccination Policies .....	10
Campus Security Policies, Crime Statistics and Crime Log .....	10
<b>Section 4: Student Outcomes</b> .....	11
Retention Rate, Graduation Rates and Transfer-Out Rates.....	11
Job Placement Outcomes for Graduates.....	11
<b>Section 5: Contact Information</b> .....	12

# Section 1

## General Institutional Information

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### Introduction

The three Broward Technical Colleges, Atlantic, William T. McFatter, and Sheridan, are a part of the Broward County Public School System. Their major emphasis is on the development and implementation of occupational training programs designed to meet the needs of business, industry and the community at large, as well as meeting the unique needs of each of its students. It is the right and responsibility of our students to develop their potential while becoming more creative and productive members of society. Our mission is to provide excellence in career and workforce education.

### Family Educational Rights and Privacy Act (FERPA)

The [Family Educational Rights and Privacy Act](#) (FERPA) is a federal law that protects the accuracy and privacy of students' education records. Student records are confidential. Parents, guardians, and spouses of students who are 18 years of age or older must have the student's written permission to inspect and review any and all official records. Parents/guardians of students 17 years of age or younger may review their child's records upon request. The Family Educational Rights and Privacy Act, Florida Statutes (F.S.) [1002.22](#) and [1002.221](#), and School Board Policy [5100.1](#) affords parents, guardians, or eligible students certain rights with respect to the student's education records. An "eligible student" means a student who has reached the age of 18 or who is attending a postsecondary institution at any age. Once a student becomes an "eligible student," the rights afforded his or her parents under FERPA transfer to that student. For additional FERPA information, please refer to the [Privacy and Student Records Guide](#) or to Broward Technical Colleges (BTC) online student handbook at <http://www.browardtechnicalcolleges.com/student-resources/>.

### Access for Students with Disabilities

Broward Technical Colleges' assures students with disabilities equal access/equal opportunity to all college programs, activities and services as described in Section 504 and 508 of the Rehabilitation Act of 1973 and in compliance with the [Americans with Disabilities Act Amendments Act of 2008](#) (ADAAA). Individuals with disabilities requesting accommodations under the Americans with Disabilities Act Amendments Act of 2008 (ADAAA) are encouraged to speak with trained staff in the Office of Student Affairs. Individuals may also call the Equal Educational Opportunities/ADA Compliance Department at (754) 321-2150 or Teletype Machine at (754) 321-2158. Additional information about the Americans with Disabilities Act Amendments Act of 2008 (ADAAA) can be found in the BTC online student handbook at <http://www.browardtechnicalcolleges.com/student-resources/>.

### Student Diversity

Information regarding student diversity can be found at the [National Center for Education Statistics](#), also known as College Navigator. To view the student diversity at each technical college, please click below.

[Atlantic Technical College](#)  
[McFatter Technical College](#)  
[Sheridan Technical College](#)

## Price of Attendance

Broward Technical Colleges' price of attendance is adjusted annually and the college website has the most up to date information. Each program website page contains a program cost sheet (brochure/flyer) which indicates the approximate program cost for tuition, registration, books and supplies for the academic year. Prices listed are for Florida Residents and fees are based on the number of class days according to the district calendar. Prices are an estimation and subject to change. Please click on the technical college below, click on the program descriptions tab and select a program to view the price of attendance.

[Atlantic Technical College](#)

[McFatter Technical College](#)

[Sheridan Technical College](#)

## Cost of Attendance

The cost of attendance (COA) budget is based on full-time enrollment and includes an estimate of tuition costs, room and board, books and supplies, transportation and other personal or miscellaneous expenses. Full-time enrollment for the academic year consists of 900 clock hours and 30 weeks. All awards for less than a full academic year are prorated. This is a sample of a 900 clock hour/30 week student budget based on full-time enrollment.

<b>BROWARD TECHNICAL COLLEGES</b>		
<b>COST OF ATTENDANCE</b>		
<b>2019-2020</b>		
	<b>In State</b>	
	<b><u>Student Living Independently</u></b>	<b><u>Student Living with Parent</u></b>
<b>Tuition</b>	\$2,520	\$2,520
<b>Fees</b>	\$428	\$428
<b>Room/Board</b>	\$11,910	\$2,100
<b>Books/Supplies</b>	\$600	\$600
<b>Transportation</b>	\$2,100	\$2,100
<b>Personal/Miscellaneous</b>	\$2,100	\$2,100
<b>TOTAL</b>	<b>\$19,658</b>	<b>\$9,848</b>
	<b>Out of State</b>	
	<b><u>Student Living Independently</u></b>	<b><u>Student Living with Parent</u></b>
<b>Tuition</b>	\$10,080	\$10,080
<b>Fees</b>	\$428	\$428
<b>Room/Board</b>	\$11,910	\$2,100
<b>Books/Supplies</b>	\$600	\$600
<b>Transportation</b>	\$2,100	\$2,100
<b>Personal/Miscellaneous</b>	\$2,100	\$2,100
<b>TOTAL</b>	<b>\$27,218</b>	<b>\$17,408</b>

## **Net Price Calculator**

In accordance with the Higher Education Opportunity Act, each postsecondary institution that participates in Title IV federal student aid (FSA) programs must post a net price calculator on its website that uses institutional data to provide estimated net price information to current and prospective students and their families based on a student's individual circumstances. This calculator allows students to calculate an estimated net price of attendance at an institution which is defined as the cost of attendance minus the average yearly grant and scholarship aid.

Please note that the information provided by the calculator is a broad estimate. There are many factors that are considered as part of the financial aid award process, including full or part-time attendance, dependency status, grade level and application submission dates.

[Atlantic Technical College](#)  
[McFatter Technical College](#)  
[Sheridan Technical College](#)

## **Return of Title IV Policies / Post Withdrawal Disbursements**

Under the Higher Education Reconciliation Act (HERA), a student who voluntarily or involuntarily withdraws or otherwise ceases to attend the college will lose student financial aid eligibility and will not be paid further funds for the enrollment period, but may be eligible to keep the funds received. The amount of Title IV grant assistance earned by the student must be determined by performing a Return of Title IV calculation. If the amount disbursed to the student is greater than the amount earned, unearned funds must be returned in accordance with federal HERA guidelines. The student is responsible for any tuition, fees, books or equipment that is not covered by Title IV funds. If the student receives less federal student aid than the amount earned, the student is eligible for a post-withdrawal disbursement.

The instructor completes a change of enrollment form when a student voluntarily withdraws and informs the school of his intent to withdraw. The last day of recorded attendance will be listed as well as the student's withdrawal date. This information is necessary when completing the Return of Title IV (R2T4) form.

Involuntary withdrawals will follow the same process as above, but the day the student is officially withdrawn from the institution will be both the last day of attendance and withdrawal date.

The calculation form is completed if a student submits a valid, error free SAR/ISIR prior to withdrawal and lost eligibility only because he/she is no longer enrolled at the institution.

The Return of Title IV form records the calculated amount of Title IV aid earned by the student, shows if the student is due a post-withdrawal disbursement or if Title IV monies must be returned in accordance with the federal HERA guidelines. Federal pell program monies are always returned first. Student disbursements which are refused or not picked up are returned within 90 days. Institutions are no longer obliged to make that disbursement available.

## **Textbook Information**

The Higher Education Opportunity Act requires postsecondary institutions to disclose certain information to their students. This information includes the required and recommended textbooks as well as supplemental materials for each course, including the International Standard Book Number (ISBN) and retail price information. Students can locate this information on the program cost sheet (brochure/flyer) or Excel spreadsheet which is located on the program page of each college website. Prices are an estimation and subject to change.

## Educational Program

Information about the educational programs offered at each technical college campus can be found in the catalog.

[Atlantic Technical College](#)  
[McFatter Technical College](#)  
[Sheridan Technical College](#)

## Instructional Facilities

Information about the instructional facilities at each technical college campus can be found in the BTC student handbook at <http://www.browardtechnicalcolleges.com/student-resources/>.

## Faculty

Information about the faculty at each technical college campus can be found in the catalog.

[Atlantic Technical College](#)  
[McFatter Technical College](#)  
[Sheridan Technical College](#)

## Transfer of Credit Policies

Students with previous technical training from other institutions may receive credit for that training. A transcript from a Florida public institution documenting course completion and/or occupational completion points achieved for a specific technical program will be accepted in transfer at the receiving institution for the same technical program. A transcript from a non-public institution that is fully accredited by a regional or national accrediting agency recognized by the United States Department of Education and that participates in the common course designation numbering system will be accepted in transfer at the receiving institution for the same course/program.

A transcript from a non-accredited institution will be evaluated on an individual basis by the department head, instructor, and program administrator to determine if advanced placement in a given program is applicable.

## Articulation Agreements

The Broward Technical Colleges have partnered with Broward College and all State/Community Colleges to help students accelerate their career path. The student may be eligible to earn college credit if he/she has completed a career and technical education (CTE) program at one of the Broward Technical Colleges that align with [Broward College's Associate of Science](#) degree program(s) or those offered at one of the other 27 State Colleges.

## Accreditation, Approval and Licensure of Institution and Programs

The Broward Technical Colleges are accredited by the accrediting Commission of the [Council on Occupational Education](#) (COE). In addition, many of the programs are accredited by program specific organizations. To view the accreditation, approval and licensure of each technical college and various programs, please click below.

[Atlantic Technical College](#)  
[McFatter Technical College](#)  
[Sheridan Technical College](#)

## Computer Use and File Sharing

Information about computer use and file sharing can be found under School Board Policy [5306](#) and in the BTC student handbook at <http://www.browardtechnicalcolleges.com/student-resources/>.

## Copyrighted Material

Copyright infringement is the act of exercising, without permission or legal authority, one or more of the exclusive rights granted to the copyright owner under [section 106](#) of the [Copyright Act](#) (Title 17 of the United States Code). These rights include the right to reproduce or distribute a copyrighted work. In the file-sharing context, downloading or uploading substantial parts of a copyrighted work without authority constitutes an infringement. Penalties for copyright infringement include civil and criminal penalties. In general, anyone found liable for civil copyright infringement may be ordered to pay either actual damages or “statutory” damages affixed at not less than \$750 and not more than \$30,000 per work infringed. For “willful” infringement, a court may award up to \$150,000 per work infringed. A court can, in its discretion, also assess costs and attorneys’ fees. For details, see Title 17, United States Code, Sections 504, 505. Willful copyright infringement can also result in criminal penalties, including imprisonment of up to five years and fines of up to \$250,000 per offense. For more information, please visit the [U.S. Copyright Office](#).

## Student Activities

The instructors at the Broward Technical Colleges support and encourage student participation in co-curricular clubs as identified by the Florida Department of Education. They are national nonprofit organizations that partner with students, teachers and industry to provide educational programs, events and competitions that support career and technical education. All co-curricular clubs are dedicated to developing a well-rounded workforce by enhancing leadership, employability, safety, and technical skills training.

The Alumni Association represents Broward Technical Colleges’ ever-growing alumni community. Whether it’s attending alumni functions, mentoring a student, giving a guest lecture, volunteering on a committee, or donating back to BTC, the Alumni Association provides services that are critical in keeping alumni engaged and connected to the Broward Technical Colleges.

## Career and Job Placement Services

The Broward Technical Colleges’ Career Services department is dedicated to helping students and alumni advance their professional development as they make career decisions, develop job search strategies, pursue experiential opportunities and secure employment. In addition to advising opportunities, Career Services also provides career assessments, career information, resumé and cover letter help, job postings and resources, help with interview skills and more. To view the career and job placement services at each college, please click on the technical college below and click on the career services tab.

[Atlantic Technical College](#)  
[McFatter Technical College](#)  
[Sheridan Technical College](#)

## Constitution Day

The Broward Technical Colleges celebrate [Constitution Day](#) on September 17 of each year, commemorating the September 17, 1787 signing of the Constitution. However, when September 17 falls on a weekend or holiday, Constitution Day shall be held during the preceding or following week.

## Voter Registration

The Broward Technical Colleges comply with The Higher Education Amendments Act of 1998 which requires institutions to make a good faith effort to encourage students and staff to register to vote. This law requires that institutions of higher learning provide each enrolled student the opportunity to apply to register to vote or update their voter registration records at least once a year. Information on voter registration and forms can be found at the [Broward County Supervisor of Elections Office](#).



## Section 2

# Student Financial Assistance

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### Notice of Availability of Institutional and Financial Aid Information

The Office of Financial Aid provides assistance to eligible students who apply for financial aid and indicate one of the Broward Technical Colleges as the institution of choice on their Free Application for Federal Student Aid (FAFSA). In conjunction with the U.S. Department of Education and the Florida Department of Education, the technical colleges award aid from federal and state programs.

The financial aid program is designed to provide assistance to students who, without assistance, would be unable to attend school. It must be stated that the majority of the responsibility for financing a postsecondary education primarily rests with the student and/or parent. Financial assistance should be viewed only as supplementary to the financial aid resources of the student and the family. Any financial aid received is to be used exclusively for expenses related to attending one of our institutions.

### Applying for Aid

Students can apply for financial assistance by completing and submitting the [Free Application for Federal Student Aid](#) (FAFSA) online or by requesting a paper FAFSA application by calling 1-800-433-3243. Assistance with the FAFSA is available from the [U.S. Department of Education](#) or by calling the Federal Student Aid Information Center at 1-800-433-3243. Teletype Machine users or the hearing impaired may call 1-800-730-8913 for assistance when completing the FAFSA. The Broward Technical Colleges' Federal School Codes are:

**Atlantic Technical College 012263      McFatter Technical College 030036      Sheridan Technical College 009902**

### Obtaining a Federal Student Aid ID

The [Federal Student Aid](#) (FSA) ID allows students to access the federal student aid's online systems and serves as your legal signature. For assistance with your FSA ID, you may contact 1-800-557-7394 or click [here](#).

### Financial Aid Eligibility

Financial aid eligibility is determined by the federal government after the student has applied for aid. [Eligibility requirements](#) for federal student aid can be found on the U.S Department of Education website. Eligibility requirements to apply for the State of Florida Grants and Scholarship Programs can be found on the website of the [Office of Student Financial Assistance](#).

The following general eligibility requirements apply to all students who receive financial aid. If a financial aid program has additional requirements, it will be stated under each program. All financial aid students must:

- Demonstrate financial need under the federal government guidelines.
- Be a U.S. citizen or eligible non-citizen.
- Have a valid Social Security number.
- Be enrolled as a regular postsecondary student working towards a certificate in an eligible Career Technical Education program of a minimum of 600 clock hours/15 weeks.
- Sign the certifying statements on the Free Application for Federal Student Aid (FAFSA) stating that the student will use federal student aid only for educational purposes.
- Not be in default on a federal student loan unless satisfactory arrangements to repay have been made.

- Not owe a refund on a grant under any state or federal grant or scholarship program.
- Be registered with [Selective Service](#), if the student is a male between the ages of 18 and 25.
- Not have earned a bachelor's degree or higher in the United States or its equivalency from a foreign country.
- Maintain Satisfactory Academic Progress (SAP) standards.
- Not be convicted of a drug related felony or misdemeanor while receiving federal student aid.
- Have obtained a high school diploma, General Education Development (GED) Certificate, or completed a high school education in a homeschool setting approved under state law. Transcripts are required. High Schools must be accredited and approved by the Broward County School Board.

## Assistance Available From Federal, State, Local and Institutional Programs

### TYPES OF FINANCIAL AID

- ❖ [Bright Futures Scholarship](#)
- ❖ [Career Source Broward](#)
- ❖ [Children of Deceased and Disabled Veterans](#)
- ❖ [Federal Pell Grant](#)
- ❖ [Federal Supplemental Educational Opportunity Grant \(FSEOG\)](#)
- ❖ [FSAG-CE Grant](#)
- ❖ [Fee Waivers](#)
- ❖ Financial Aid Fee Trust Fund (FAFTF)
- ❖ [Florida Prepaid Tuition Plan](#)
- ❖ [Florida Vocational Rehabilitation Services](#)
- ❖ Foundations
- ❖ Scholarships (private & community organizations)
- ❖ [Veterans' Educational Benefits](#)

## Federal Student Financial Aid Penalties for Drug Law Violations

According to the U.S. Department of Education [Office of National Drug Control Policy](#), students who are convicted of a drug-related felony or misdemeanor while receiving Federal student aid are ineligible to receive further aid for a specified period of time.

The student can shorten this period of ineligibility by:

- ❖ Successfully completing an approved drug rehabilitation program that includes passing two unannounced drug tests, **or**
- ❖ Passing two unannounced drug tests administered by an approved drug rehabilitation program, **or**
- ❖ Having the conviction reversed, set aside or otherwise rendered invalid.

### Period of ineligibility for Federal Student Aid Funds

Offense	Possession of Illegal Drugs	Sale of Illegal Drugs
First	1 year of ineligibility from date of conviction	2 years of ineligibility from date of conviction
Second	2 years of ineligibility from date of conviction	Indefinite period of ineligibility*
Third or more	Indefinite period of ineligibility*	Indefinite period of ineligibility*

\*Under the law, an indefinite period of ineligibility continues unless the conviction is overturned or otherwise rendered invalid or the student meets one of the two early reinstatement requirements specified above.

## Student Loan Information

The Broward Technical Colleges do not participate in the federal student loan programs.

## Section 3

### Health and Safety

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#### **Drug and Alcohol Abuse Prevention Program**

Any Broward County Public School adult student who suspects that he/she has a substance abuse and dependency problem is encouraged to seek assistance from the Drug Prevention Counselor identified at the school or to consult with the District Substance Abuse Counselor assigned to the district designee's office. The student is assured that such assistance will be provided with total confidentiality and it may, with the student's consent, lead to confidential referrals to appropriate professional agencies in the community. For additional information, please visit the Broward County Public Schools [Diversity, Prevention and Intervention](http://www.browardtechnicalcolleges.com/student-resources/) (DPI) website or the BTC online student handbook at <http://www.browardtechnicalcolleges.com/student-resources/>.

#### **Vaccination Policies**

The Broward Technical Colleges are not residential campuses; therefore, there is no policy related to vaccinations of students except in the case where a student is enrolled in certain health science programs. Please see specific information related to each health science program.

#### **Campus Security Policies, Crime Statistics and Crime Log**

The Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, otherwise known as the Clery Act, is a federal law that requires institutions of higher education to provide current and prospective students and employees, the public, and the Department of Education with crime statistics and information about campus crime prevention programs and policies. The Student Handbook is published each year to comply with the requirements of the Clery Act and contains policy statements and crime statistics for each college campus. The policy statements address the school's policies, procedures, and programs concerning safety and security, for example policies for responding to emergency situations and sexual offenses. The campus security policies, crime statistics and crime log can be found in the BTC student handbook at <http://www.browardtechnicalcolleges.com/student-resources/>.

## Section 4

# Student Outcomes

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### Retention Rate, Graduation Rates & Transfer-Out Rates

Information on student outcomes can be found at the [National Center for Education Statistics](#), also known as College Navigator. To view student outcomes at each technical college, please click below.

[Atlantic Technical College](#)

[McFatter Technical College](#)

[Sheridan Technical College](#)

### Job Placement Outcomes for Graduates

The Department of Education requires institutions that participate in the federal student aid programs authorized under Title IV of the Higher Education act to make available to current and prospective students information regarding the placement in employment of, and types of employment obtained by, graduates of the institutions degree or certificate programs.

The Florida Education and Training Placement Information Program (FETPIP) provides follow-up data on previously enrolled Broward Technical College students who have graduated, exited or completed a public education or training program within the State of Florida.

## Section 5

### Contact Information

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#### **Atlantic Technical College**

4700 Coconut Creek Parkway  
Coconut Creek, FL 33063  
(754) 321-5100  
[www.atlantictechnicalcollege.edu](http://www.atlantictechnicalcollege.edu)

Arthur Ashe, Jr. Campus  
1701 NW 23<sup>rd</sup> Avenue  
Ft. Lauderdale, FL 33311  
(754) 322-2800

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#### **McFatter Technical College**

6500 Nova Drive  
Davie, FL 33317  
(754) 321-5700  
[www.mcfattertechnicalcollege.edu](http://www.mcfattertechnicalcollege.edu)

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#### **Sheridan Technical College**

5400 Sheridan Street  
Hollywood, FL 33021  
(754) 321-5400  
[www.sheridantechnicalcollege.edu](http://www.sheridantechnicalcollege.edu)

West Campus  
20251 Stirling Road  
Pembroke Pines, FL 33332  
(754) 321-3900

**For additional information, please follow the links provided in this guide.**