ATLANTIC TECHNICAL COLLEGE & TECHNICAL HIGH SCHOOL

CATALOG

2026-2027

AtlanticTechnicalCollege.edu





ATLANTIC TECHNICAL COLLEGE & TECHNICAL HIGH SCHOOL
ATC
EST. 1973
BROWARD COUNTY PUBLIC SCHOOLS

3 BROWARD LOCATIONS

Atlantic Technical College & Technical High School
4700 Coconut Creek Parkway, Coconut Creek, FL 33063
754.321.5100 | Fax: 754.321.5380

Arthur Ashe, Jr. Campus
1701 NW 23rd Avenue , Fort Lauderdale, FL 33311
754.322.2800 | Fax: 754.322.2880

ESOL Campus @ Coconut Creek HS
1400 NW 44th Avenue, Coconut Creek, FL 33066
754.321.5350

Follow us on:

ATC Social Media

ATLANTIC TECHNICAL COLLEGE & TECHNICAL HIGH SCHOOL

WELCOME FROM THE DIRECTOR

On behalf of the entire faculty, staff, and student body of Atlantic Technical College and Technical High School, I would like to welcome you to our campuses and to the many educational programs and opportunities that we offer. Our mission is to assist you in any way possible to achieve your academic and career goals.

We offer over 35 challenging instructional programs in high wage, high skill, and high demand occupations, a full complement of apprenticeship programs in different trades, adult academic programs for individuals looking to pursue their high school diplomas and/or improve English language skills, and so much more. All of the career and technical programs are aligned with state and national standards. You wil lhave the opportunity to earn industry-recognized credentials and articulated college credit to our state college system upon successful completion of your program.

We look forward to working with you and wish you the very best in achieving your goals!

Neeta E. Rancourt

Director







Neeta E. Rancourt
Director, All Campuses

ASSISTANT DIRECTORS

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Brian Bush
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ESOL CAMPUS @ COCONUT CREEK HS
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MAIN CAMPUS
4700 Coconut Creek Parkway
Coconut Creek, Florida 33063
754.321.5100 | Fax: 754.321.5380
Hours:
Monday - Thursday | 7:00a.m. - 10:00p.m.
Friday | 7:00a.m. - 4:00p.m.
Saturday | 7:30a.m. - 12:00p.m.

ARTHUR ASHE, JR. CAMPUS
1701 NW 23rd Avenue
Fort Lauderdale, Florida 33311
754.322.2800 I Fax: 754.322.2880
Hours:
Monday - Thursday | 7:00a.m. - 8:30p.m.
Friday | 7:00a.m. - 3:00p.m.

ESOL CAMPUS @ COCONUT CREEK HS
1400 NW 44th Avenue
Coconut Creek, Florida 33066
754.321.5350
Hours:
Monday - Friday | 8:00a.m. - 2:30p.m.

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ATC AT A GLANCE

ATLANTIC TECHNICAL COLLEGE & TECHNICAL HIGH SCHOOL (ATC) IS AN INNOVATIVE CAREER AND TECHNICAL EDUCATION FACILITY THAT PROVIDES A WIDE RANGE OF OPPORTUNITIES FOR ADULTS AND SELECT SECONDARY STUDENTS IN BROWARD COUNTY, FLORIDA.

ATC is a public school operating under the authority of the School Board of Broward County, Florida and the Florida Department of Education. Atlantic Technical College places major emphasis on the development and implementation of high-skill, high-wage, and high-demand occupational programs that are designed to meet the current and future needs of business, industry, and the community we serve. Our quest is to provide the finest occupational training in the nation.

In August of 1973, Atlantic Technical Center officially opened its doors for business and offered technical instruction in 11 different program areas. Over 450 students attended the school during its first year of operation. Fast forward and you will see the tremendous growth and expansion that has occurred at our school. Not only do we offer over 35 technical programs, but we now have an enrollment of more than 5,700 students.

A major event occurred on June 24, 2014, when the School Board of Broward County, Florida officially changed our name to Atlantic Technical College, launching a new era in career, technical, and adult education. With the full support of Broward's local businesses, industries, and the community, we have seen a significant increase in student enrollment, program completers, and job placements.

The ATC Main campus is located on a beautifully landscaped, thirty-acre site in Coconut Creek. The twenty-four buildings and thirty-one portables on the main campus provide classrooms, labs, offices, and support services for our Certificate/Applied Technology Diploma programs, Pre-College programs (Adult General Education), Integrated Education and Training designed to accelerate career pathways, Apprenticeship programs, and a Technical High School. The Arthur Ashe, Jr. Campus is located at 1701 NW 23rd Avenue in Fort Lauderdale and the Atlantic Technical College - ESOL Campus @ Coconut Creek HS is located in portable classrooms on the Coconut Creek High School campus, only one mile from the main campus.

Career and Technical Education programs are concentrated in occupational clusters: Architecture & Construction; Business Management & Administration; Health Science; Hospitality & Tourism; Information Technology; Manufacturing; and Transportation, Distribution & Logistics. For those who want to "earn-as-they-learn" ATC serves as the Local Educational Agency (LEA) coordinating one of the largest number of apprenticeship training programs in Florida. Other educational services include: Pre-College programs to include Academic Skills Building (ASB), English for Speakers of Other Languages (ESOL), GED® Test Preparation; and Exceptional Student Education (ESE) services; ESE Career Placement Transition; Adult Curriculum for Community, Employment and Social Skills (ACCESS); Work Based Learning Experiences (WBLE); Veterans Assistance (VA), and Disability Services.

VISION

The vision of Atlantic Technical College and Technical High School is to change the lives of people from all backgrounds through innovative education.

MISSION

The mission of Atlantic Technical College and Technical High School is to promote excellence in academic, career, and technical studies in order to prepare students to enter and remain competitive in a global workforce.

CAMPUS LOCATIONS

ATC MAIN CAMPUS

Our main campus, located in Coconut Creek, houses the Technical College and the Technical High School (a magnet high school program). ATC offers a full range of services to students seeking career and technical education, as well as Pre-College programs, such as GED® Test Preparation, Academic Skills Building for Adult Education, and ESOL (English for Speakers of Other Languages).

ARTHUR ASHE, JR. CAMPUS

The Arthur Ashe, Jr. Campus located in Fort Lauderdale, offers career and technical education programs, classes in GED® Test Preparation, as well as ESOL classes and Academic Skills Building (ASB). Two Certified School Counselors are located on-site to assist with students academic advisement. A Career Advisor is also available to help students with career planning and job search skills. Students are able to register for classes on-site.

ESOL CAMPUS @ COCONUT CREEK HS

In order to accommodate a growing need, daytime classes for ESOL students are offered on the Coconut Creek High School Campus.

ACCOLADES

Our high school is an "A" rated school in the State of Florida and in 2019, was named a National Blue Ribbon School as an Exemplary High Performing School by the Department of Education. Magnet Schools of America awarded ATC High School as a National Magnet School of Distinction and has been twice named as a National School of Excellence, which is the highest award that can be attained by the organization. In 2024, we were named a Lighthouse School by the Blue Ribbon Schools of Excellence.

These designations recognize the school's innovative curriculum, specialized teaching staff, and the academic achievement of the students. ATCHS is consistently included in U.S. News & World Report's annual "America's Best High Schools."

ATLANTIC TECHNICAL HIGH SCHOOL

Atlantic Technical College's Technical High School (ATCHS) is a magnet high school program whose unique design allows students to become immersed in a rigorous and challenging learning environment while generating interest in a variety of technical programs.

EACH STUDENT HAS THE OPPORTUNITY TO ACHIEVE THE FAB FOUR:

- College Ready High School Diploma: Scholar & Merit | Industry Scholar
- Technical Program Completion Offering Dual Enrollment Quality Points
- Industry Certification or License
- Articulated Postsecondary State College Credit

Technology is integrated into every aspect of the high school, fostering an innovative learning environment. Small class size creates a high degree of personalization where teachers encourage critical thinking and employ diverse instructional methodologies.

This personalization extends to the student's selection of a technical program which becomes their focus in the junior and senior years. This process is thorough and precise, facilitating informed choices by students and their parents.

CAREER CLUSTERS

TECHNICAL PROGRAM OPTIONS:

- Architecture & Construction
- Business Management & Administration
- Health Science
- Hospitality & Tourism
- Information Technology
- Manufacturing
- Transportation, Distribution & Logistics

EXTRACURRICULAR CLUBS AND ACTIVITIES

Atlantic Technical College and Technical High School has more than 20 clubs including, but not limited to: Teen Trendsetters, Students Advocating for Equality (SAFE), Academic Competition, Future Florida Educators of America Club, Key Club, Health Occupations Students of America (HOSA), Mathematics Honor Society (Mu Alpha Theta), National Honor Society (NHS), Business Professionals of America (BPA), Student Government, SkillsUSA, and Yearbook. ATCHS students participate in competitions at the district, state, and national levels and have earned numerous awards.

ADMISSION REQUIREMENTS AND PROCEDURES

ELIGIBILITY

ATC MAIN CAMPUS: Atlantic Technical College and Technical High School (ATC) accepts applications on a non-discriminatory basis from anyone having the interest in an occupational training program. ATC admits as postsecondary (adult) students, those individuals who have completed their secondary school education, or who are 16 years of age or older and have officially withdrawn from high school. Secondary (high school) Career Dual Enrollment students apply through their high school guidance department. Technical Magnet High School students apply through the District Applied Learning office.

ENROLLMENT PROCESS

STEP 1: ATTEND AN ATC PROGRAM INFORMATION SESSION

To register for a specific ATC Program Information Session visit: atlantictechnicalcollege.edu/admissions-registration/

STEP 2: REPLY TO FOLLOW-UP EMAIL

- Get on program list
- Determine basic skills exemption eligibility or prepare for testing
- Register for testing
- Contact Disability Services Advisor for accommodations (if applicable)
- Respond to Counselor when contacted to register
- Provide proof of Florida residency
- Complete online registration application

STEP 3: SECURE FUNDING SOURCE (if applicable)

- Apply for financial aid (FAFSA online application)
- Contact local agencies for financial assistance
- Apply for scholarships
- Contact Veteran's official
- Contact Division of Vocational Rehabilitation

STEP 4: REGISTRATION, PAYMENT, AND ENROLLMENT

- Process financial aid at ATC (if applicable)
- Pay for Classes
- Complete Registration
- Receive schedule

STEP 5: PURCHASE BOOKS AND SUPPLIES

- Review program requirements and purchase required books and supplies.

ATC PROGRAM INFORMATION SESSION & TESTING FAQ'S

HOW LONG IS ATC PROGRAM INFORMATION SESSION?

ATC Program Information Session is approximately 1 hour.

DO I NEED TO TAKE THE BASIC SKILLS TEST?

The State of Florida requires that all students enrolled in a postsecondary program consisting of 450 clock hours or more must meet minimum basic skill levels in communication (reading/language arts) and computation (mathematics) or meet state exemption criteria to receive their certificate at the completion of their program. See your program counselor/advisor for the most current information on exemption criteria.

SHOULD I BRING ANYTHING TO THE TESTING CENTER?

You must have a valid photo I.D. Testing supplies will be provided for you.

HOW DO I GET MY TEST RESULTS?

Test results may not be given over the phone. Bring a valid photo ID and meet with your counselor/advisor to discuss your test results.

HOW LONG ARE MY BASIC SKILLS TEST SCORES VALID?

Once scores have been met, Basic Skills Test scores are valid indefinitely. Students who have not met their scores have 12 months from their original test date to register and begin Academic Skills Building classes or the student will be required to retake the Basic Skills Test and pay the testing fee again.

TESTING PROCESS & SCHEDULE

BEFORE YOU TEST

1. Pre-register at least 24 hours ahead of testing.
2. Choose one of the times/days listed in the Testing Schedule.
3. Schedule your test at the Office of Student Affairs (Building 10, Main Campus) or the Learning Commons (Arthur Ashe Jr. Campus) and pay the $15 fee to the Registrar in Building 10.

ON YOUR TEST DAY

Please report to your assigned testing location AT LEAST 15 minutes before start time. Doors close at the beginning of each session.

Testers must present ONE of the following picture identifications at the time of testing and to receive test results:

- Valid Florida Drivers' License
- Valid Passport
- Valid Florida ID Card
- Valid Green Card
- Valid Military ID Card
- Broward County High School ID for Career Dual Enrollment Students

IDENTIFICATION that is not valid will not be accepted for testing.

TESTING SCHEDULE

MAIN CAMPUS

Time:
Monday - Thursday: 8:00am
Tuesday & Thursday: 4:00pm
Every Other Saturday: 8:00am

Location: Bldg. 6, Rm. 156
Main Entrance - South side of building

ARTHUR ASHE, JR. CAMPUS

Time:
Monday, Wednesday & Friday:
8:00am - 12:00pm

Location: Bldg. 2, Learning Commons

ESOL CAMPUS @ COCONUT CREEK HIGH SCHOOL

Time:
Monday & Wednesday:
9:00am - 12:30pm

Location: Portable 17

HELPFUL TESTING INFORMATION

To schedule a Basic Skills Testing appointment on the main campus, please email or call one of the registrars below.

754.322.2810 | carmen.echavez@browardschools.com

754.321.5186 | clopez@browardschools.com

754.321.5176 | margarita.henaorestrepo@browardschools.com

754.321.5178 | samanthaj.cattell@browardschools.com

Walk in Appointments: Arthur Ashe, Jr. Campus | Mondays, Wednesdays and Fridays | 8:00a.m. and 11:00a.m.

- Arrive at your testing location AT LEAST 15 minutes before testing.
- Doors will be locked at the start of the testing session to ensure an uninterrupted testing environment.
- You will be provided with a locker to secure personal items during the testing session.

Accommodations for testing and classes are available to qualified individuals. For information and assistance, please contact the 504 Liaison.

ATC MAIN CAMPUS - 754.321.5259 | maura.lyng@browardschools.com

ADDITIONAL INFORMATION

WHAT IF I NEED ACCOMMODATIONS DUE TO A DISABILITY?

If you are an adult with a documented disability who needs special testing accommodations, please contact the Disability Services Advisor at 754.321.5259 before testing.

CAN MY BASIC SKILLS TEST SCORES BE ACCEPTED FROM ANOTHER INSTITUTION?

Basic Skills Test scores can be accepted from another institution, however, they must meet the following criteria:

- Valid scores from any public institution within the State of Florida as well as transcripts from any accredited postsecondary institute within the U.S.
- Less than 12 months old
- On the appropriate level for your program (your counselor/advisor will advise)
- An official, sealed copy

ACADEMIC POLICIES





BASIC SKILLS REQUIREMENTS AND PROGRAM PREREQUISITES

Individuals interested in enrolling in a career and technical program must take the Basic Skills Test unless exemption criteria have been met.

The State of Florida has mandated that all students enrolled in a postsecondary program consisting of 450 clock hours or more must meet a minimum basic skill level in communication (reading/language arts) and computation (mathematics) to receive their certificate at the completion of their program. Students not meeting the basic skills requirements will have the opportunity to receive appropriate instruction in order to achieve the required levels prior to completion of their programs. There is a fee for the initial assessment. Once results are received, students meet with a program counselor/advisor to discuss educational options. State Board policies provide for testing exemptions. Please see your counselor/advisor for the most current exemption policies.

In addition, per State Board Rule 6A-10.040, Section 4, a student may apply for a waiver from meeting the minimum basic skills for the technical program in which they are enrolled. This provision allows for program completion by students with disabilities who meet the requirements of their career education program, even if they cannot meet the basic skills requirements. Program prerequisites may vary because of occupational requirements, School Board Policy, and/or licensing regulations. Licensure programs that require a high school diploma or equivalent for entry do not accept correspondence diplomas or diplomas from non-accredited schools.

In accordance with requirements set forth by the Joint Commission, students applying for entrance into any Health Science program must submit to a Level 2 criminal background check and take a drug screening test. This requirement is mandated due to the fact that all Health Science students must participate in a clinical rotation in a healthcare facility as a part of their training. The applicant is responsible for paying for the costs of both tests. The results of these tests may prevent the applicant from either entering or remaining in a Health Science program. Students who are not cleared on their background check or test positive for illegal drugs will not be allowed access to healthcare facilities for clinical externships and therefore will not be able to complete the program.

In addition to a background check and drug screening, all students registering for any of the Health Science programs are required to have current immunizations and a yearly physical exam. Prospective students who do not have a valid Social Security Number may encounter difficulties within licensure programs. Please contact the program counselor for specific information. Additionally, all students entering or re-entering the Practical Nursing program must take the Test of Essential Academic Skills (TEAS) and meet minimum requirements.

FOREIGN TRANSCRIPTS

Students with foreign transcripts are responsible for obtaining their own translation and evaluation, which must be completed by a Broward County Public School approved agency.

Students should note that just a translation of their foreign transcript is not sufficient; their educational records must be certified “as being the equivalent to a secondary and/or postsecondary education in the United States.”

INTERNATIONAL STUDENTS

Prospective international students may enroll and attend classes at Atlantic Technical College.

International Students (M-1 Student Visa Status) must be enrolled in a program as a full time student (18 - 22 clock hours a week) and should apply to Atlantic Technical College two (2) to four (4) months prior to the term of enrollment. International students are not eligible for annual vacation such as summer break.

No online or distance education classes will count toward an M-1 student's full course of study requirements if such classes do not require the student's physical attendance for classes, examinations, or other purposes integral to complete the class. M-1 students are admitted for a specific educational objective and cannot change that objective while in the United States.

International students are considered temporary residents of the United States and may not be deemed Florida residents for tuition purposes. Therefore, they are required to pay out-of-state tuition for the duration of their studies. In order for international students to maintain their student status, they must fulfill the purpose for which the Department of State issued their visa (M-1) and comply with all rules and regulations of the Student and Exchange Visitor Program (SEVP), United States Citizenship and Immigration Services (USCIS), and Broward Technical Colleges.

Please be advised acceptance to Atlantic Technical College does not guarantee a student visa by the U.S. Embassy from abroad; neither does it guarantee a change of status by the U.S. Citizenship and Immigration Services (USCIS). International students obtaining the student visa in their country are not permitted to enter the U.S. more than 30 days before the first day of classes.

One of the requirements to obtain an international student visa is that the prospective student or sponsor must have sufficient funds to cover tuition and living expenses during the period of intended study. The U.S. Government and the Department of Homeland Security do not offer financial aid packages to international students.

For complete admissions requirements, documents needed, and what to do after applying for a program, contact the International Student Advisor Vera Fernandez, at 754.321.5737.

STANDARDS OF ACADEMIC PROGRESS FOR INTERNATIONAL STUDENTS

International students must maintain a minimum cumulative grade point average (CGPA) of C by the end of each course completion. International students whose CGPA falls below a C at the end of any course will be terminated from the Student and Exchange Visitor Program. M-1 students can only miss a full course of study due to medical conditions.

ATTENDANCE POLICY FOR INTERNATIONAL STUDENTS

A student must be withdrawn after being absent for six (6) consecutive days. The student will be withdrawn on the seventh (7th) day, which will be recorded as the withdrawal date. After that, the student will be terminated from the Student and Exchange Visitor Information System (SEVIS) for unsatisfactory attendance. M-1 students can only drop to part-time status while enrolled in a full course of study due to an approved medical condition.



PROGRESS/EVALUATION & GRADES

ATC students are evaluated on their performance in the classroom and/or in the lab:

A – 90% - 100%
B – 80% - 89%
C – 70% - 79%
D – 60% - 69%
F – 0% - 59%
I – Incomplete

In many programs, the final grade and/or issuance of a Certificate of Completion will be determined by completion of career and technical courses and a combination of test scores completed within a specified time frame.

GRADE FORGIVENESS

Grade forgiveness may be applied for students who receive a D or F in a course, which will permit them to complete their program and/or preserve their eligibility to articulate from the technical college for college credit per the Statewide Articulation Agreements. Specific criteria applies and students must meet with their assigned counselor to discuss eligibility.

CERTIFICATES OF COMPLETION/APPLIED TECHNOLOGY DIPLOMAS

The awarding of a Certificate of Completion or Applied Technology Diploma is governed by the Florida Department of Education, and is based on successful completion of the requirements of the program, including applicable state mandated basic skills requirements. Instructors use a variety of specific competency-based examinations and performance criteria to determine program completion.

COLLEGE CREDIT TRANSFER/ADVANCED CREDIT

Upon completion of a technical program and meeting eligibility requirements, including the attainment of an aligned industry credential, students may be awarded credits toward an Associate Degree by Broward College or the Florida College System.

Students must enroll in Broward College or a Florida State College within two (2) years of completing the program at Atlantic Technical College. Additional college credit may be awarded with the attainment of additional industry certifications.

WORK BASED ACTIVITIES

The option of participating in work based learning activities as part of enrollment in a career and technical program is available on a case-by-case basis. Some students may not be eligible to participate depending on their mode of funding. All students must obtain financial clearance prior to participating in work based learning activities.

DENIAL OF RE-REGISTRATION

If it is determined by the instructor and counselor/advisor that a student has not made adequate progress within an enrollment period, the student may be denied the ability to re-register for the next enrollment period.

Administrative approval is required to deny or rescind re-registration privileges and to determine when it is academically appropriate to re-enter the program. Reasons for denial of re-registration due to inadequate progress include: poor attendance, missed/unsatisfactory class or lab work, or inability to demonstrate skills necessary to meet industry specific standards.



EXPERIENTIAL CREDIT

Students entering Workforce Education Certificate and Applied Technology Diploma programs may be eligible to receive Experiential Performance Awards within their program of choice.

Experiential Performance Awards will allow students to accelerate the instructional process by applying past experiences toward competencies taught in the program. Performance awards may be granted for appropriate coursework from regionally accredied educational instructions, and/or significant life experiences such as work experiences, volunteer work, military service, industry certifications, or self-directed study. Specific criteria will be followed in order to consistently evaluate and grant Experiential Performance Awards. Prospective students requesting experiential credit must meet with the assigned counselor, teacher, and department head to ensure proper documentation and placement. Administrative approval may be required prior to registration.

GUARANTEE FOR SUCCESS PLAN

Atlantic Technical College and Technical High School (ATC) is committed to teaching the skills necessary for career success.

To demonstrate our support, we offer the Guarantee for Success Plan. If a completer of ATC does not pass the identified, entry-level, industry certification test in his or her field of study, within one (1) year of program completion the student is invited to return for additional training and/or test preparation at no additional cost (conditions apply).

CIVILITY POLICY

Respect and Civility in Broward County Public School.

The School Board of Broward County is committed to providing nurturing and orderly environments where students, staff, and the community may grow learn, and work. The full policy may be found here: **https://www.browardschools.com/school-board/school-board-policies**

HONOR CODE

Broward Technical Colleges maintain the highest standards of academic integrity, fairness, personal responsibility, and respect for others. Students may not plagiarize or engage in any form of academic dishonesty. A Broward Technical College Administrator may address a violation of the Honor Code through the following:

- Reprimand and recommended failure of the assignment or course
- Suspension for one term
- Suspension for not less than one semester

RECORDS

Student records are confidential.

Parents, guardians, and spouses of students who are 18 years of age or older or attend a postsecondary institution 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 at the secondary level may review their child's records upon request. Additional information on the Family Educational Rights and Privacy Act (FERPA) is available in the Office of Student Affairs and in the Student Rights section of this catalog.

TRANSFER OF CREDIT POLICY

Students with previous technical training from other institutions may receive credit for that training within two (2) years of completion.

- 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 Broward County Public Schools (BCPS) 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, counselor, instructor, and program administrator to determine if advanced placement in a given program is applicable.

ATTENDANCE POLICIES





IT IS ATLANTIC TECHNICAL COLLEGE'S RESPONSIBILITY TO PREPARE OUR STUDENTS FOR THE WORKFORCE BY TEACHING THEM THE SKILLS NECESSARY TO BE SUCCESSFUL EMPLOYEES.

Employers recognize that the single most important trait for career success is good attendance. ATC's attendance policies are the minimum acceptable standard to be successful in all Certificate and ATD programs at Atlantic Technical College.

Instructors and counselors/advisors may offer intervention strategies where attendance is affecting the educational progress of the student. Students who register for a class, yet fail to attend within the first five (5) days of the enrollment period, will be withdrawn. More stringent attendance policies exist for students enrolled in licensure programs and students who are receiving Financial Aid or are approved for Veterans Training.

Note that attendance policies for Veteran Affairs students are different. Please refer to the section on Veterans Education for specific policies.

ABE, GED® TEST PREPARATION, ASB & ESOL

The following attendance policy has been established by the Department of Education:

- A student must be withdrawn after being absent for six (6) consecutive days.
- The student will be withdrawn on the seventh (7th) day, which will be recorded as the withdrawal date.
- There are no excused absences.
- Withdrawn students may re-enter in the same class if space is available, however, students will be limited to one (1) re-entry per enrollment period.

INTERVENTIONS

Students who reach an intervention point within an enrollment period as indicated by a pattern of non-attendance, poor attendance, or are not making adequate progress, shall be counseled either by the instructor, program counselor/advisor, or department head. An Educational Contract for Success may be completed by the instructor, program counselor/advisor, or department head.

It is the intent of Atlantic Technical College to provide the best educational opportunity possible that will prepare individuals to make a positive contribution to their chosen occupation. It is expected that every Workforce Education student will demonstrate attendance habits consistent with the expectations of the workplace.

CERTIFICATE & APPLIED TECHNOLOGY DIPLOMA (ATD) PROGRAMS

TOTAL ABSENCES

A student must be withdrawn after being absent for six (6) consecutive days. The student will be withdrawn on the seventh (7th) day, which will be recorded as the withdrawal date.

Two (2) additional absences may be allowed for: court appearance, death in the family, illness, or hospitalization: the duration of jury duty will be exempt when official documentation is provided. If the student is unable to present documentation before the absence occurs, then they must present appropriate documentation to the instructor and program administrator before re-entering class. For Practical Nursing, please refer to the Practical Nursing Handbook.

INTERVENTIONS

Students who reach an intervention point within an enrollment period as indicated by a pattern of non-attendance, poor attendance, or are not making adequate progress, shall be counseled either by the instructor, program counselor/advisor, or department head.

It is the intent of Atlantic Technical College to provide the best educational opportunity possible that will prepare individuals to make a positive contribution to their chosen occupation. It is expected that every Workforce Education student will demonstrate attendance habits consistent with the expectations of the workplace. Instructors and counselors/advisors may offer intervention strategies where attendance is affecting the educational progress of the student. All postsecondary students will assume responsibility for making up missed assignments as determined by a course syllabus in order to stay current with program progression.

PROBATION

Students who have been withdrawn for attendance reasons may not re-enter their program without meeting with their program administrator. The administrator may refer the student for counseling and notify the student that he/she will be placed on probation for the remainder of the enrollment period at the administrator's discretion. If any further absences occur, the student will be withdrawn and will not be able to re-enter until the next enrollment period. Any student who is withdrawn from a program three (3) times within a twelve-month period may not be allowed to re-enter that program for two (2) consecutive enrollment periods. It may be necessary for students to wait until it is academically appropriate to re-enter if the course they are enrolled in is not being taught, or a seat is not available at the time they are eligible to re-enter.

AUTHORIZED LEAVE

Students may apply for one (1) Authorized Leave through their program administrator each academic year. The maximum length of time for the leave is the remainder of the current enrollment period. Students must clear all financial obligations, and check with financial aid or sponsoring agency before an Authorized Leave is approved.

TARDIES

Tardies are defined as a student not being present in the classroom for the hours indicated on his/her schedule. Attendance at Broward Technical Colleges is recorded in positive 15 minute increments. If a student is tardy more than three (3) times, he/she will be referred to his/her counselor/advisor or administrator.

INVOLUNTARY WITHDRAWALS

In some instances, students who fail a course during an enrollment period may not be able to continue and will be involuntarily withdrawn.

DISTANCE/ONLINE LEARNING

Each distance or hybrid certificate/ATD program will provide students with a syllabus and pacing chart outlining assignments, due dates, and the comparable number of hours the student would have completed in a classroom as they relate to program courses or Occupational Completion Points.

In addition to maintaining satisfactory progress according to the course syllabus and pacing chart, it is expected that students will also maintain attendance/activity in the distance or hybrid program. These may be defined as logging into the program, emailing, attending web conferences, having telephone or in-person conversations with instructors, turning in assignments when due, and attending any scheduled classroom sessions if included as part of the program.

A student will be marked absent when work is not submitted on time. Prorated attendance hours will be deducted when only partial work for the week is submitted. Students who have one (1) week of inactivity during the enrollment period will be contacted by the instructor or the program counselor/advisor. The instructor or program counselor/ advisor will maintain documentation of this contact. Upon completion of the second week of inactivity during the enrollment period, the student will be withdrawn.

VETERANS EDUCATION





BENEFITS

In order to be eligible for VA Educational benefits, the student must file the proper forms on the VA website, **GIBILL.VA.gov**, or consult with the VA Certifying Officer Ms. Jessica Clark (954) 614.1608. Students eligible for VA benefits must submit all military and post-secondary transcripts. All veterans receiving educational benefits while attending the Broward Technical Colleges are subject to the general policies and procedures of the school and the specific requirements of the Veterans Administration. The Department of Veterans Affairs will only provide educational benefits for the length of time listed on the Florida Department of Education's Program Curriculum Frameworks and within the advertised hours in the school's catalog. If a student's enrollment exceeds these hours, the student will be financially responsible for any additional tuition and fees.

INDEPENDENT STUDY

In accordance with PL 115-48 (The Harry W. Colmery Veterans Assistance Act of 2017 [aka the Forever GI Bill®]), Section 302, it has been determined that the school meets the requirements to allow for approval of certain courses taught in whole or in part in an independent study modality.

VETERANS ATTENDANCE POLICY

Early departures, class cuts, tardies, etc., for any portion of a class period will be counted as actual clock-hour time missed. Students who, for any reason, miss more than 20% of the total scheduled course hours in a calendar month are considered to be in violation of the attendance policy and the student will be placed on attendance probation for one (1) month for unsatisfactory attendance. Particular care to maintain good attendance should be taken during months with fewer scheduled days, such as November, December, and the month in which Spring Break falls. If the student fails to meet attendance standards the following month, her/his unsatisfactory status will be reported to VA via a termination. In order to show that the cause of unsatisfactory attendance has been removed, students must not miss more than 20% of the total scheduled hours in one calendar month after being terminated for unsatisfactory attendance. After such time, the student may be recertified for VA education benefits. The student's attendance record will be retained in the veterans' file for U.S. Department of Veterans Affairs and State Approving Agency audit purposes.

STANDARDS OF ACADEMIC PROGRESS FOR VA STUDENTS

Students receiving VA educational benefits must maintain a minimum cumulative grade average (CGA) of 75% (most Health Science 80%) each semester (term, quarter, semester, evaluation period, etc.). A VA student whose CGA falls below 75% (most Health Science programs 80%) at the end of any semester (term, quarter, semester, evaluation period, etc.) will be placed on academic probation for a maximum of one consecutive term of

enrollment. If the VA student's CGA is still below 75% at the end of the term of probation, the student's VA educational benefits will be terminated. A VA student terminated from VA educational benefits due to unsatisfactory progress may petition the school to be recertified after attaining a CGA of 75% (80% Health Science).

VETERANS CREDIT FOR PREVIOUS EDUCATION OR TRAINING

Students are required to report all prior education and training. The school must evaluate the training and award appropriate credit, when applicable. If credit is granted, the student's training time must be reduced accordingly, tuition adjusted proportionately, and both the VA and the student must be notified.

OUT-OF-STATE FEE TUITION & WAIVER MILITARY AFFILIATED STUDENTS

In accordance with Florida Statute 1009.26(13) and (14), out-of-state tuition and fees shall be waived for covered eligible Duty individuals (Chapters 30, 31, 33, 35, 1606, 1607, and ToE,) or Active-member outside of the state who meet any ONE of the following:

1. Honorably discharged veteran of the United States Armed Forces, the United States Reserve Forces, and the National Guard.
   - Copy of DD214 Certificate of Release
   - Proof of residing in Florida
   - Additional documentation that may be required
2. Any student who is entitled to and uses education assistance provided by the United States Department of Veterans Affairs who physically resides in the state of Florida while enrolled as a degree or certificate seeking student. Tuition and fees charged to a student who qualifies for the out-of-state fee waiver under this subsection may not exceed the tuition and fees charged to a in-state student enrolled in the same program. The waiver will not be granted in this category once VA educational assistance is exhausted or for any term, I do not elect to utilize VA educational assistance.
   - Copy of VA Certificate of Eligibility (COE)
   - Proof of residing in Florida
   - Additional documentation that may be required
3. Active-Duty member of the Armed Forces of the UnitedStates residing or stationed OUTSIDE of the state of Florida who are enrolled as a degree or certificate seeking student. Tuition and fees charged to a student who qualifies for the out-of-state fee waiver under this subsection may not exceed the tuition and fees charged to a in-state student enrolled in the same program.
   - Proof of Active-Duty status
4. Individual using educational assistance from the U.S. Department of Veterans Affairs under Chapter 31, Veterans Readiness & Employment (VR & E) who physically resides in the state of Florida while enrolled in the institution. Tuition and fees charged to a student who qualifies for the out-of-state fee waiver under this subsection may not exceed the tuition and fees charged to a in-state student enrolled in the same program. The waiver will not be granted in this category once VA educational assistance is exhausted or for any term, I do not elect to utilize VA educational assistance.
   - Copy of VAF 28-1905
   - Proof of residing in Florida. This may include but is not limited to copy of Florida driver's license, Florida identification card, or copy of lease
   - Additional documentation that may be required if enrolled in a course for the 3rd time, please consult with the Office of Admissions (FS 1009.285)

TUITION WAIVERS FOR PURPLE HEART RECIPIENTS

Chapter 2014-62, Laws of Florida, provides a tuition waiver for recipients of a Purple Heart or another combat decoration superior in precedence. The tuition waiver is provided to recipients who meet the following conditions:

1. Enrolled full-time, part-time, or in summer school in a program that terminates in an associate or a baccalaureate degree, a college credit certificate, or a career certificate
2. Is currently, and was at the time of the military action that resulted in the awarding of the Purple Heart or other combat decoration superior in precedence, a resident of Florida
3. Submits to the institution the DD-214 form issued at the time of separation from service as documentation that the student has received a Purple Heart or another combat decoration superior in precedence. The waiver is applicable for 110% of the number of required credit hours (or equivalent) of the degree or certificate program for which the student is enrolled.

VA PENDING PAYMENT ADDENDUM

In accordance with Title 38 US Code 3679 subsection (e), this school adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation & Employment (Ch. 31) benefits, while payment to:

- Prevent the student's enrollment
- Assess a late penalty fee to the student
- Require the student to secure alternative or additional funding
- Deny the student access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution. However, to qualify for this provision, such students may be required to:
  - Produce the VA Certificate of Eligibility (COE) by the first day of class
  - Provide a written request to be certified



SERVICES FOR STUDENTS





CAREER ASSESSMENT

Career Assessment Services offer comprehensive assessment programs designed to assist in career planning topics.

COUNSELING

Atlantic Technical College is committed to providing our students with the support they need to achieve success in their educational and career goals.

Our counselors, advisors, and social worker are available to assist our students in making informed choices and providing the resources necessary to successfully complete their program of study and get a job. Guidance and counseling include; career advisement, occupational counseling, veterans information, disability services, exceptional student counseling, international student counseling, financial aid, and job placement assistance.

DISABILITY SERVICES

A Disability Services Advisor is available to students who have, or believe they have a disability. It is the student's responsibility to disclose and document his/her disability if he/she wishes to access accommodations for that disability.

JOB PLACEMENT ASSISTANCE

The Career Services Advisor at Atlantic Technical College maintains an effective job referral and placement service to meet students' and community needs by matching student abilities and experience with employers' requirements and, in collaboration with instructors, referring students for interviews.

The Career Services Advisor provides employability skills training for students through various instructional presentations and workshops that cover topics ranging from resumé writing and cover letter development to interview skills, as well as the soft skills development needed to be successful in the job environment.

The Atlantic Technical College Career Center provides students a modern and professional environment promoting a sense of community, collaboration, and conversation among students, alumni, and the business community. The Career Center is the perfect environment to promote open communication and practical networking experience. Within the Career Center, students and alumni are able to apply for jobs, create resumes, interview with potential employers, and have access to various types of employability information.

GRADUATION

A graduation program is held annually in early summer to acknowledge program completers and to give family and friends the opportunity to see graduating students receive their technical certificates and/or diplomas. Students who complete their programs early in the year are invited to return and participate with their class.

STAY CONNECTED & ENGAGED WITH THE BTC ALUMNI ASSOCIATION

The Broward Technical Colleges (BTC) Alumni Association is your lifelong connection to a vibrant community of graduates, professionals, and changemakers. Whether you are looking to expand your professional network, give back through mentorship, or stay informed about the latest opportunities and events, the BTC Alumni Association is here to support your journey beyond graduation.

The association is committed to fostering meaningful connections among alumni and between alumni and the college. We believe that your relationship with BTC does not end at graduation—it evolves. Through a variety of programs and resources, we help you stay engaged, empowered, and inspired.

Get Involved Today! Becoming a member is easy and free. Register now to start enjoying the benefits of being part of a dynamic and supportive alumni network. Register at: **https://BrowardTechnicalColleges.com/alumni**

CERTIFIED SCHOOL COUNSELORS & CAREER ADVISORS

NABILA BOUQLATA
Director, Office of Student Affairs
754-321-5177 | NABILA.BOUQLATA@BROWARDSCHOOLS.COM

For information on a specific program, contact the Counselor/Advisor listed below:

CAREER TECHNICAL EDUCATION (CTE) PROGRAMS

Dana.Allen@browardschools.com
754.322.2818
Certified School Counselor
Arthur Ashe, Jr. Campus
1701 NW 23rd Avenue, Fort Lauderdale, FL 33311
Health Science - Practical Nursing

Ruth.Eloi@browardschools.com
754.321.5187
Certified School Counselor
Health Science

Doris.Gonzalez@browardschools.com
754.321.5188
Certified School Counselor
Business Management & Administration
Hospitality & Tourism

VDHumphrey@browardschools.com
754.321.5167
(Vania DePasse-Humphrey - Certified School Counselor)
Architecture & Construction
Manufacturing

Brooke.Lehmejian@browardschools.com
754.321.5266
Certified School Counselor
Information Technology
Transportation, Distribution & Logistics

PRE-COLLEGE PROGRAMS (ADULT GENERAL EDUCATION)

Valerie.Barthelus@browardschools.com
754.322.5353
Career Advisor - Adults
Pre-College Program Advisor | ESOL

Mary.Dansky@browardschools.com
754.321.5263
Career Advisor - Adults | Homeless Liaison - Adults
Adult Basic Education | Academic Skills Building
GED® Preparation

Cindy.Burdick@browardschools.com
754.322.2852
Certified School Counselor - Adults
Arthur Ashe, Jr. Campus
1701 NW 23rd Avenue, Fort Lauderdale, FL 33311
Pre-College Program Counselor | ESOL | Adult Basic Education | Academic Skills Building | GED® Preparation

Serge.Treyger@browardschools.com
754.321.5257
Career Advisor - Adults
Recruitment

Chandler.White@browardschools.com
754.321.5164
Certified School Counselor - Adults
Adult Basic Education | Academic Skills Building
GED® Preparation



TECHNICAL HIGH SCHOOL

Kimberly.Jackson@browardschools.com
754.321.5165
Certified School Counselor - HS
Certified School Counselor - 9th & 10th Grade

Miladys.Puddie@browardschools.com
754.321.5269
Certified School Counselor - HS | Homeless Liaison - HS
Guidance Director - HS
Certified School Counselor -11th & 12th Grade

Soraya.Aleman@browardschools.com
754.321.5185
Director, Office of Financial Aid

Vera.Alvarez@browardschools.com
754.321.5737
International Student Advisor

Brian.Bush@browardschools.com
754.321.5105
EEO Liaison

Jessica.Clarke@browardschools.com
954.614.1608
Veterans School Certifying Official

Hallema.Collier@browardschools.com
754.321.5307
Magnet Coordinator, CDE Liaison

DEvangelista@browardschools.com
754.321.5193
Debbie Evangelista, ESE Specialist - HS

Roseanne.Farino@browardschools.com
754.321.5119
Apprenticeship Coordinator

Kimberly.A.Fort@browardschools.com
754.321.5122
Social Worker

Ericka.Littlejohn@browardschools.com
754.321.5267
Financial Aid Advisor - Adults

Maura.Lyng@browardschools.com
754.321.5259
ESE Specialist - Adults

Sandra.Martin2@browardschools.com
754.321.5213
Financial Aid Advisor

cindy.j.mercado@browardschools.com
754.3321.5115
BRACE Advisor - High School

Rebecca.Miller@browardschools.com
754.321.5305
Industry Certifications
Accreditation Liaison Officer

Lilia.CastilloRoblero@browardschools.com
754.321.5244
Financial Aid Advisor

Vedra.Roker@browardschools.com
754.321.5304
Career and Technical Education Advisor - High School

TeresaSkiles@browardschools.com
754.493.3148
Equity Liaison

Amarilis.Steiner@browardschools.com
754.321.5217
ESE Support Facilitator - High School

Nicole.Willis@browardschools.com
754.321.5179
Business & Economic Development | Career Services Advisor | Job Placement Assistance



FINANCIAL INFORMATION





NOTE

In accordance with federal regulations set forth by the Higher Education Act of 1965, as amended, consumer information must be made available to Atlantic Technical Colleges' (ATC) students. The Consumer Information Guide may be found at the following ATC website: https://www.atlantictechnicalcollege.edu/atc-student-handbook/

FEES

Fees charged for enrollment in programs/courses are established by the Florida Legislature and are in accordance with a schedule adopted by the School Board of Broward County, Florida. The program counselor/advisor assists students with residency verification.

TUITION AND FLORIDA RESIDENCY REQUIREMENTS

Applicants to Certificate or Applied Technology Diploma programs must provide documentation showing 12 consecutive months of Florida residency and complete a Residency Affidavit for Tuition Purposes form to be eligible for in-state tuition rates. Tuition for out-of-state students is calculated at a higher rate. Staff will review this information and related documentation to verify residency and eligibility for in-state tuition. Registration, books, supplies, insurance, and activity fees are in addition to tuition.

PAYMENT OF TUITION AND FEDERAL TAXES

Enrollment and payment of tuition at this institution could affect your federal income tax return, and in some cases, may increase your refund. For this to occur, we must have your social security number at the time of registration to enter you into our secure student database.

Atlantic Technical College students who have provided their Social Security number and qualify for a 1098-T tax form may access their documents from their secure Student Portal. Broward Technical Colleges no longer provide paper-based copies of 1098-T forms.

CANCELED/CLOSED CLASSES

All classes are subject to minimum and maximum enrollment requirements. A class may be canceled if minimum enrollment requirements are not met by the scheduled start date. Every effort will be made to contact students who are already registered and all fees will be refunded. Closed classes are those which have met the maximum enrollment requirements. These are established based on space availability, equipment, and safety reasons. Students will not be added to a closed class without administrative approval.

METHOD OF PAYMENT

Registration, tuition, and testing fees may be paid with cash, debit card, MasterCard, Visa, local check, or financial aid. ATC participates in the Florida Bright Futures and Florida Prepaid programs. If fees paid by check are refunded, the applicant must wait at least ten (10) days for processing the refund. The College is not permitted to cash personal checks.

REFUND POLICY (SBBC POLICY #6607):

1. All refunds shall be accounted for and audit trails maintained in accordance with Business Practice Bulletins issued by the Office of the Chief Financial Officer.
2. Students who appear at the school in person and voluntarily withdraw within five (5) school days of the beginning of a term shall be entitled to a full refund of tuition, student activity fee, fee-supported cost recovery, and lab/supply fees. Registration fees and Health Science Education fees are non-refundable. Five (5) school days shall not apply to courses less than three (3) weeks or ninety (90) hours in duration. In such cases, the request for withdrawal must be made prior to the course meeting more than one-third (1/3) of its assigned hours. Retention of fees collected in advance for a student who does not enter class shall not exceed $100. Refunds will be made within forty-five (45) days of the date on which the student voluntarily withdraws.
3. Students involuntarily withdrawn pursuant to the Adult Student Conduct and Discipline Code are not entitled to a refund of any fees.
4. Students who pay fees but are entitled to a waiver, voucher, or agency payment (refer to SBBC Policy #6606) shall be entitled to a refund of fees only if required evidences are presented to the school/college principal or his/her designee within fifteen (15) school days of the beginning of a term.
5. In the case of unusual or extraordinary circumstances (such as illness, death in family, etc.) that preclude a student's enrollment, the school principal or his/her designee may honor a request for full or partial refund of fees providing that: (1) the request is made in writing prior to the date that the course would have normally ended, (2) supporting evidence (where appropriate) is provided. If said refund results in a failure to satisfy state fee requirements, the student shall not be reported for membership during the Workforce Education Fund survey period in the course for which the refund is given.
6. Students who feel they have been treated unfairly in the application of this policy or its rules may appeal using the student grievance procedure as presented in the Student Conduct and Discipline Code.
7. Refunds, when due, will be made without requiring a request from a student.
8. Refunds, when due, will be made within forty-five (45) days: (1) of the last day of attendance if written notification of withdrawal has been provided to the school/college by the student, or (2) from the date the school/college withdraws the student or determines withdrawal by the student.
9. A student is entitled to a full refund of fees if a course is canceled by the school/college, principal/director, or his/her designee, provided however, that the student was not reported in membership during the Workforce Education Fund survey period in which the class was counted. If so, only those fees in excess of the state requirement shall be refunded.
10. Miscellaneous items purchased from the school bookstore (textbooks, uniforms, etc.) may be returned for a full refund provided that the customer supplies a sales receipt, the items are unused and in the original packaging, and currently being used in the instructional program.



FINANCIAL AID

Financial Aid is a source of monetary support consisting of grants, scholarships, and agency sponsorship for those who qualify.

Most financial aid is intended to supplement, not replace the family's financial resources. The Office of Financial Aid is located on the ATC Main Campus, Office of Student Affairs (Building 10). Information about the Free Application for Federal Student Aid (FAFSA) is addressed at ATC Program Information Sessions and on ATC's Website. Worksheets are also available in the Office of Student Affairs. The quickest way to apply is online at **fafsa.gov**.

STUDENT ACTIVITY FEE

A $20.00 student activity fee is assessed annually to all students. This fee partially defrays the cost of security, parking permits, student identification badges, graduation, and other student activities.

STUDENT RIGHTS





FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA) NOTICE

The Family Educational Rights and Privacy Act (FERPA) is a federal law that protects the accuracy and privacy of students' education records.

FERPA, F.S. §1002.22, F.S. §1002.221 and SB Policy 5100.1 (Student Records: Confidentiality and Family Educational Rights) afford parents, guardians, or eligible student (students over 18 years of age or attending a postsecondary institution) certain rights with respect to the student's education records maintained by the District.

If you wish to discuss and try to resolve any FERPA concerns before contacting the Family Policy Compliance Office, you may contact the SBBC Privacy Officer at 754.321.1914.

LEARNER RIGHTS AND RESPONSIBILITIES

It is our District's responsibility to inform all students that accommodations may be available for basic skills testing as well as instruction, such as extended time or testing, in a separate room.

Persons with documented disabilities, including but not limited to, a learning disability, ADHD, emotional disability, orthopedic impairment, or a hearing or vision impairment are protected under law with the right to accommodations in instruction and testing.

EACH STUDENT HAS THE RIGHT TO:

- Participate in adult education programs, services, and activities without discrimination.
- Choose whether to disclose a disability.
- Receive reasonable accommodations in class and on tests.
- Meet with staff to discuss his/her needs.

EACH STUDENT HAS THE RESPONSIBILITY TO:

- Self-identify, or notify a teacher or registrar if he or she needs or wishes to request accommodations for testing or instruction.
- Provide documentation of their disability. Documentation is required, but will be kept confidential.

POSSIBLE ACCOMMODATIONS MAY INCLUDE, BUT ARE NOT LIMITED TO:

- Extra time for testing
- Frequent breaks
- Private work area
- Sign language interpreters
- Alternate test formats (Braille, audiotape, large print)
- Assistive devices

If you have ever had, or think you might currently have a learning disability or other disability which affects your ability to learn or to take tests, please let us know as soon as possible. Together, we can determine what assistance you may need in testing and instruction.

DISABILITY SERVICES

As an Equal Access/Equal Opportunity Institution, Atlantic Technical College and Technical High School assures students with disabilities equal access to all programs, activities, and services, as described in sections 504 and 508 of the Rehabilitation Act of 1973 and in compliance with the Americans with Disabilities Act Amendments Act of 2008 (ADAAA). Specialized services and counseling are provided by trained staff in the Office of Student Affairs and the Exceptional Student Education Department (high school). A Disability Services Counselor/Advisor is available to students who have, or believe they have a disability.

GRIEVANCE PROCEDURES

It is our District's responsibility to inform all students that accommodations may be available for basic skills testing as well as instruction, such as extended time or testing, in a separate room.

Adult students are instructed to access the Student Handbook online at **atlantictechnicalcollege.edu/atc-student-handbook** at the start of their first term, and asked to indicate that they have read and understand the grievance procedures as outlined in the handbook. The acknowledgment is an electronic signature done online. The Grievance Procedures outline a process for the resolution of student grievances for students who feel that they have been treated unfairly under the Conduct and Discipline Code for Adult Students in Career, Technical, Adult, and Community Education, or other rules and regulations.

Grievances can also be addressed to:

Commission of the Council on Occupational Education
7840 Roswell Road, Building 300 Suite 325
Atlanta, GA 30350
800.917.2081
council.org



SAFETY AND SECURITY





NOTICE

ALL VISITORS MUST SIGN IN

MAGNET HIGH SCHOOL - PORTABLE 14

ALL OTHER VISITORS - BUILDING 1

CONDUCT AND DISCIPLINE CODE FOR ADULT STUDENTS

Students enrolled in classes at ATC are expected to conduct themselves in a manner consistent with the maintenance of a safe and productive learning environment.

Students in need of discipline will be subject to reprimand by the teacher, referral for counseling, referral to administration, suspension from class, withdrawal from the College, or other policies of this institution. From time to time, legitimate differences of opinion between a student and an instructor may occur. Usually such disputes can be resolved between the student and the instructor. In instances where such disputes are not resolved directly with the student's instructor, the student may pursue the District approved grievance procedures. These written grievance procedures are issued to all students as part of their classroom orientation. For more information, see Grievance Procedures.

DISCRIMINATION, BULLYING, AND/OR HARASSMENT

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, genetic information, marital status, national origin, race, religion, sex or sexual orientation.

The School Board of Broward County, Florida, expressly prohibits bullying, including cyber-bullying, cyber-stalking and harassment, by or towards any student or employee. See School Board Policy 5900: Anti-Bullying for additional information.

If any student feels that he or she has been discriminated against, harassed, or bullied, there are specific procedures to report such offenses. Students may also call the Bullying Hotline at 754.321.0911, text: 'SBBC' space with your text message to 274637 (CRIMES), or email: school911@browardschools.com.

EMERGENCY CLOSURE/CANCELLATION OF CLASSES

On rare occasions, the Superintendent of Schools determines that severe weather and/or hazardous conditions make it necessary to temporarily cancel classes.

When classes are canceled, the announcement will be made through the news media and/or school notification. Classes that are subject to this action will not be rescheduled except in extenuating circumstances. Classes are not canceled for thunderstorms or showers. For information, contact the Broward County Public School information Hotline at 754.321.0321 or visit their website at **BrowardSchools.com**.

EVACUATION DRILLS

Evacuation drills are held at least once each month for the purpose of orienting students, faculty, and staff to the proper procedures to follow in the event of an emergency. Evacuation routes are posted in each classroom. Students are to familiarize themselves with the route to follow in case of an emergency. If the fire alarm sounds, students and staff are to evacuate immediately. It should be assumed that an emergency exists unless informed otherwise over the public address system.

At the beginning of each enrollment period, instructors explain the evacuation procedures and drills held through out the year. Emergency procedures outlining the precautionary measures that must be taken in the event of a bomb threat, fire, civil disorder, hurricane, tornado, injury, or illness are made available to all personnel.

JEANNE CLERY DISCLOSURE

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 the school. 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.

SAFETY, HEALTH, AND SECURITY

To ensure maximum safety and security, Atlantic Technical College and Technical High School employs Security Specialists and a School Resource Officer (SRO) who patrol the campuses during class hours. Cameras around the campus provide 24-hour surveillance.

Instructional units on safety practices are incorporated within the course of study for all programs. Students are expected to demonstrate safe practices as part of the learning process.

Emergency first aid supplies are kept in each laboratory/shop. There are defibrillators on campus, and several staff members are trained in the use of the defibrillator and in CPR. Please refer to District Policy 2120 for safety and security measures.

VISITORS/VOLUNTEERS

To comply with the requirements of the Jessica Lunsford Act and to ensure the safety of our schools, the District has implemented the computerized Raptor Visitor Management System - a national database used to identify sexual predators - as a tool to screen visitors, volunteers, and mentors.



CAMPUS LIFE

BOOKSTORE

The College operates a bookstore as a service to students, faculty, and staff. Textbooks are available for sale to adult students. In addition to classroom supplies, the bookstore also sells T-shirts, book bags, and other school-related novelty items.

Transactions in the bookstore are cash, debit card, or MasterCard or Visa. No checks are accepted in the bookstore. Items purchased from the school bookstores (textbooks, uniforms, etc.) may be returned for a full refund provided that the customer supplies a sales receipt, the items are unused and in the original packaging, and currently being used in the instructional program.

High school students are loaned school-owned textbooks which must be returned upon leaving the program. Failure to return textbooks will result in a financial obligation which could affect participation in extra-curricular activities or particiption in graduation ceremonies.

CELL PHONES AND WIRELESS COMMUNICATION DEVICES

In the interest of maintaining a respectful, focused, and safe learning environment, personal technology devices must be turned off (or silent) and out of sight. No cell phone calls, or text messages may be placed or answered while inside any building, classroom, or lab. **Adult students** may use personal electronics outside of the buildings during breaks and before and after class. High School students are governed by the policy stated in their "Code of Student Conduct" and may not use cell phones during school hours, **from bell to bell, including passing periods, unless use is specifically authorized for instructional purposes. Cell phones are permitted during lunch.**

Phones in the classroom are for staff use only. On the ATC Main Campus, a telephone in the Administration Building (Building 1) is available for student use in emergency situations.

CHILDREN ON CAMPUS

Please do not bring children to orientations or testing. Children are not permitted to wander unsupervised in any area of the campus.

COMPUTER USE

All campuses of Atlantic Technical College and Technical High School are equipped with computers, networks, and online telecommunications for student and staff use. All use of this technology must comply with the School Board of Broward County Acceptable Use provisions and the Code of Ethics for Computer Network and Online Telecommunications Users Policy.

BRING YOUR OWN DEVICE - BYOD

The BYOD program allows students to use their personally owned Wi-Fi enabled devices (laptops, smart phones, tablets) to connect to the District's wireless network. Teachers facilitate the use of student devices by integrating instructional strategies that embed Web 2.0 tools, Internet research, and applications to engage students in curriculum content and collaboration with peers.

TECHNICAL HELP/SUPPORT

- Device hardware or software must be maintained by the owner of the device.
- District owned software is not to be installed on a personally owned device.

BROWARD GUIDELINES AND POLICIES FOR ICT USE

BYOD devices connected to the Broward County Public Schools (BCPS) network pose a risk for every other connected device and therefore users must abide by all BCPS Policies and Guidelines.



The following Policies and Guidelines are in place for Information Communication Technology (ICT) use in Broward County Public Schools.

- BCPS Policies - **web.broward.k12.fl.us/sbbcpolicies**
- Policy 5306 “School and District Technology Usage”
- Policy 6318 “Copyrighted Materials - Reproduction & Usage”
- Policy 4212 “Intellectual Property Copy writing”
- District Information Security Guidelines - **resources.finalsite.net/images/v1730334031/browardschoolscom/zrrdjdg5yejsjpbfzugu/informationsecurityguidelines.pdf**
- BCPS “Student Code of Conduct” - **browardschools.com/codeofconduct**
- Digital Citizenship Resources - **browardschools.com/bcps-departments/innovative-learning/new-page**

CAFETERIA

The Culinary Arts program on the ATC Main Campus prepares a short order and cafeteria menu that is served in Café Atlantic during student breaks each day.

This service is a component of the curriculum and is used as an added competency for students in the program. The food service is entirely self supporting and is not part of the District school food service program. The District lunch program is available for Technical High School students during their designated lunch period. Vending machines are located around the campus, and offer a variety of snacks and beverages.

The Student Lounges at the Arthur Ashe, Jr. Campus provide the students with a variety of vending options and a comfortable place to eat.

DRESS CODE

All students are required to dress neatly, to be clean and well groomed. Students enrolled in career programs are expected to wear clothing that is appropriate for industry.

Revealing or inappropriate clothing is not permitted for any student (GED®, ESOL, or Career Technical). For many programs, students are required to wear uniforms and/or safety apparel which may be purchased in the bookstore or from designated vendors. Uniforms must be worn properly and kept in good condition. Caps or hats that are part of the school uniform may be worn in lab areas. Other head coverings, excluding medical or religious, are not permitted inside buildings. Medical or religious reasons for wearing head coverings must be documented in writing and will be placed in the student’s file.

FIELD TRIPS

Field trips, both in and out of the county, are an integral part of the learning process. Such trips must be approved by the College Director. Overnight and out of tri-county area trips must have the approval of both the Director and the Associate Superintendent’s Office. Students and chaperons must complete all required paperwork prior to participating in any field trip.

IDENTIFICATION BADGES

Identification badges are issued annually to all Atlantic Technical College and Technical High School students. Students are required to wear their I.D. badges on campus at all times. The Student Activity Fee covers the initial cost of the badge, however, a small additional fee will be charged for a replacement badge.

ILLNESS, INJURIES, AND INSURANCE

Students who are injured or become ill while at ATC are responsible for any and all medical or emergency services administered. Each student must carry his/her own hospitalization insurance. In-school and 24 hour accident insurance is available to all students for a nominal fee. This insurance is highly recommended.

High school students may purchase this insurance from ATC or from their home high schools. Student insurance information is available in the Office of Student Affairs.

LEARNING COMMONS

MAIN CAMPUS

The mission of the Learning Commons is to encourage and support lifelong learning, literacy, and independent thinking. The center is available for student and staff use Monday through Friday. Students and staff may check out materials, study, and/or use the available resources. Computer stations with a variety of software programs and internet access are available for student use. A core collection of fiction and nonfiction texts, reference books, and magazines are available, as well as a wide range of online databases and resources. Instructors may reserve materials, the computer lab, and the small meeting rooms. Production equipment is also available for staff use. The school’s Media Specialist is available for instruction and assistance with the use of all resources.

ARTHUR ASHE, JR. CAMPUS LEARNING COMMONS

The Ashe Learning Commons is a flexible, multi-use facility that features a shared space for information technology, tutoring, collaboration, meetings, reading, and independent or group study.

The Learning Commons is available for staff and student use Monday through Friday with multiple computer stations, quiet study areas, and an enclosed conference room for internal use.

LOST AND FOUND

Items lost or found on the ATC Main Campus should be reported to the receptionist in the Administration Building (Building 1). Items lost or found on the ATC - Arthur Ashe, Jr. Campus should be reported to the receptionist in the Administration Office (Building 2).

PARKING

A parking space is provided for adult students on all campuses. All vehicles, including motorcycles, must be registered with the school and must display a parking decal in their rear window.

Decals are issued to students when they register for class and the cost is included in the student activity fee. All decals are valid for the school year beginning with the start of the August term/trimester.

"No Parking", "Staff Only" and "Fire Lane" designations must be observed and will be enforced by school security and/or local police. Repeated violations will result in a ticket being affixed to the vehicle and/or towing from the campus. The maximum speed limit on campus is 10 mph, and violators may have their parking privileges revoked.

The School Board of Broward County, Florida is not responsible for damage to, or loss from automobiles or any other vehicles parked or operated on school property. Reasonable suspicion may result in a search of person, possessions, and/or vehicle.

SMOKING

NO SMOKING OR VAPING

In accordance with School Board Policy 2401, no person may smoke any kind of cigarette or electronic cigarette within 100 feet of any School Board owned/leased building, vehicle, or school property.



This includes, but is not limited to, District offices, athletic practice fields, parking lots, and administrative offices.

The No Smoking Policy applies to all of Atlantic Technical College and Technical High School campuses, including their parking lots and adjoining property within 100 feet of the entrance gates.

STUDENT ORGANIZATIONS

Student organizations are an integral part of the curriculum and are organized to aid in leadership and social skill development.

Organizations operate at the local, regional, state, and national levels; and provide the opportunity for students to compete in a collegial setting and demonstrate the technical skills and leadership qualities that they learn in their program. Both adult and high school students are encouraged to join and actively participate in these organizations.

TRANSPORTATION

Transportation is provided for high school students by the School Board of Broward County. The Broward County Transit Authority (public transportation buses) also provides service to the campus.

APPRENTICESHIP PROGRAMS





FOR INFORMATION ON APPRENTICESHIP PROGRAMS CALL 754-321-5261

Apprenticeship is a method of training individuals, in a trade, using a combination of on-the-job skills development and classroom/lab related instruction.

Atlantic Technical College serves as the Apprenticeship Local Educational Agency (LEA) for Broward County Public Schools and coordinates the largest number of apprenticeship training programs in Florida, operating in accordance with federal and state laws and rules.

Apprenticeship training offers the individual a chance to "earn while you learn." In addition to a paid 40-hour on-the-job training work week under the supervision of a journeyperson, apprentices are required to attend related training on selected evenings and/or weekends.

- Wages increase as the apprentice raises their skill level through training and work experience.
- Apprenticeship training programs vary in length, depending on the trade and can take from two (2) to five (5) years to complete.
- There are both union and non-union programs.
- Upon completion of an Apprenticeship program and meeting eligibility requirements, students may be able to transfer college credits to Broward College toward an Associate Degree.

APPRENTICESHIP PROGRAMS

CARPENTRY
(Framing & Finishing/Forms & Concrete)
ELECTRICIAN
GLAZING
(Glaziers)
HEATING & AIR-CONDITIONING
(Mechanic/Installer)
MACHINING
(Machinist)
OPERATING ENGINEER
PAINTING/DECORATING
(Painter)
PLUMBING
(Plumber)
STRUCTURAL STEEL
(Ironworker)
TRADE SHOW WORKER
YACHT SERVICE TECHNICIAN

NOTE: The Council on Occupational Education (COE) does not accredit avocational programs such as ESOL, ABE, GED® Test Preparation, ASB or Apprenticeship. In addition, these programs do not quality for Title IV financial aid assistance.

PRE-COLLEGE PROGRAMS

ABE/ASB/ESOL/ GED® TEST PREPARATION
Classes are also available online.

GED® TEST PREPARATION

MAIN CAMPUS
MARY CATHERINE DANSKY
754.321.5263 | Career Advisor
CHANDLER WHITE
754.321.5164 | Certified School Counselor

ARTHUR ASHE, JR. CAMPUS
CINDY BURDICK
754.322.2852 | Certified School Counselor

GED® TEST PREPARATION - 9900135

MAIN CAMPUS
English | Online

ARTHUR ASHE, JR. CAMPUS
English | Spanish Online Only

This program provides individualized instruction to prepare students for the GED® exam and includes four subjects measured:

- Reasoning through Language Arts
- Mathematical Reasoning
- Science
- Social Studies

Total Cost per Trimester $30

PRE-COLLEGE ACADEMIC SKILLS BUILDING/ESOL

MAIN CAMPUS
MARY CATHERINE DANSKY
754.321.5263 | Career Advisor
CHANDLER WHITE
754.321.5164 | Certified School Counselor

ARTHUR ASHE, JR. CAMPUS
CINDY BURDICK
754.322.2852 | Certified School Counselor

ESOL CAMPUS @ COCONUT CREEK HS
VALERIE BARTHELUS
754.321.5353 | Career Advisor

ACADEMIC SKILLS BUILDING (ASB) 9900135

MAIN CAMPUS
ARTHUR ASHE, JR. CAMPUS

This program is designed to provide comprehensive academic support for students who need to improve their reading, math, and language usage in order to meet the state mandated minimum basic skills requirements and achieve success in a career postsecondary program.

Total Cost per Trimester $30

ADULT BASIC EDUCATION - 9900000

The Adult Basic Education (ABE) program provides students with academic skills that are necessary for entrance into the GED®. Preparation courses as well as the Applied Academics for Adult Education program.

ABE courses focus on Reading, Language, and Mathematics with student progress being measured by the Basic Skils Test. This program is open-entry/open-exit, which allows students to begin and complete the program at their individual pace. Instructors are highly qualified experts in their subject and available for face-to-face or online support.

ENGLISH FOR SPEAKERS OF OTHER LANGUAGES [ESOL] 9900040

Total Cost per Trimester $30

MAIN CAMPUS
Evenings & Saturdays

ARTHUR ASHE, JR. CAMPUS
Days & Evenings

ESOL CAMPUS @ COCONUT CREEK HS
Days

This program is designed for adult English language learners to acquire skills in listening, speaking, reading, and writing the English language and to facilitate their acculturation process into their community and the workforce.

NOTE: The Council on Occupational Education (COE) does not accredit avocational programs such as ESOL, ABE, GED® Test Preparation, ASB or Apprenticeship. In addition, these programs do not quality for Title IV financial aid assistance.

CAREER AND TECHNICAL EDUCATION (CTE) PROGRAMS

CAREER IN A YEAR
FLORIDA'S PUBLIC TECHNICAL COLLEGE SYSTEM

PROGRAMS THAT CAN BE COMPLETED IN ONE (1) YEAR OR LESS.

CTE PROGRAMS

instructional delivery methods are approved by the Commission of the Council on Occupational Education (COE).

TRADITIONAL: All instructional hours required to be completed on campus.

HYBRID: Less than 100% of required instructional hours available via distance education.

DISTANCE: 100% of required instructional hours available via distance education.

For Distance/Hybrid Courses: Students enrolled in distance education (online) and/or hybrid courses should have daily access to a computer with internet and must have a valid email address that they check daily. Additionally, students should have all necessary hardware and software components required by their technology program or adult education course.

ATLANTIC TECHNICAL COLLEGE
is accredited by the
COMMISSION OF THE COUNCIL ON OCCUPATIONAL EDUCATION
7840 Roswell Road, Bldg. 300 Ste. 325, Atlanta, GA 30350
800.917.2081 | Fax: 770.396.3790 | council.org



ARCHITECTURE AND CONSTRUCTION





VANIA
DEPASSE-HUMPHREY
CERTIFIED SCHOOL COUNSELOR
754.321.5167

CARPENTRY

C510300

PROGRAM LENGTH
1200 HOURS (approx. 12 months full-time)

DELIVERY METHOD
Traditional

The Carpentry program prepares students for employment in the Construction and Manufacturing industries by teaching the skills of cutting, shaping, and installing building materials during the construction of buildings, ships, timber bridges, concrete formwork, and so much more. Specialties within the Carpentry field, such as rough, finish, trim, framing and formwork, will be explored.

Carpentry students will experience all facets of the carpentry trade including: planning; management; finance; technical and production skills; underlying principles of technology; labor issues; community issues; and health, safety, and environmental issues.

DRAFTING

C100200

PROGRAM LENGTH
1500 HOURS (approx. 14 months full-time)

DELIVERY METHOD
Traditional

This program provides specialized learning experiences that emphasize graphics and related technical theory using the drafting laboratory to gather and translate data and specifications. Instruction is designed to provide experience in all aspects of this graphic language and teaches students how to use it to express their individual creative ideas and designs. Students will focus on planning, interpreting, and preparing: architectural, mechanical, civil, structural, plumbing, landscaping, map, welding, electrical, electronic, and other 2-D and 3-D technical drawings/sketches.

Students begin their training by learning drafting principles and techniques using traditional manual drafting boards and tools. They then advance to the extensive use of techniques and technologies utilized to prepare 2-D Computer Aided Design and Drafting (CADD) work using AutoCAD, 3-D Building Information Modeling (BIM) drawings using Revit and advanced mechanical design drawings using SolidWorks.

ARCHITECTURE AND CONSTRUCTION





VANIA DEPASSE-HUMPHREY
CERTIFIED SCHOOL COUNSELOR
754.321.5167

ELECTRICITY

I460312

PROGRAM LENGTH
1200 HOURS (approx. 12 months full-time)

DELIVERY METHOD
Traditional | Hybrid

The program is designed to prepare students for employment in the vast network of jobs in the electrical trades. Instruction includes: basic electricity, residential wiring, commercial wiring, trouble diagnosis, repair procedures, the use of electrical and mechanical tools of the trade for installations and troubleshooting, blueprint reading, and interpretation of electrical symbols. Program content also includes building and wiring codes including the National Electrical Code, splicing and connecting wires, installation of conduit, and safe work practices. Emphasis is placed on skill development, and much of the program is project based.

NOTE: With additional successful testing, the completion of this program may be used as a substitute for the first year of the Electrician Apprenticeship program.

ELECTRICITY 1

C400500

PROGRAM LENGTH
750 HOURS (approx. 6 months full-time or 12 months part-time)

DELIVERY METHOD
Traditional | Hybrid

Learn basic electrical principles, residential wiring, trouble diagnosis and repair procedures, the use of tools for the trade for installations and trouble-shooting, blueprint reading, interpretation of electrical symbols, splicing and connecting wires, installation of conduit, and safe work practices. Program content also includes building and wiring codes, including the National Electrical Code. Emphasis is placed on skill development, and much of the program is project based.

ARCHITECTURE AND CONSTRUCTION





VANIA
DEPASSE-HUMPHREY
CERTIFIED SCHOOL COUNSELOR
754.321.5167

HEATING, VENTILATION AIR-CONDITIONING/ REFRIGERATION (HVAC/R)

C400400

PROGRAM LENGTH
1350 HOURS (approx. 12 months full-time)

DELIVERY METHOD
Traditional

The program provides lab and classroom experiences that enable the student to be job ready for entry level position as an installer, service technician, or maintenance technician of domestic and commercial air conditioning, refrigeration, and heating systems.

Instruction includes intensive theory and application of the basic principles of electricity related to the trade, such as reading electrical diagrams and schematics; the operational characteristics of various systems and their components; use of technical manuals; diagnosis of malfunctions; repair, replacement, and/or adjustments of compressors, metering devices, temperature, and pressure controls. Students use a variety of instructional methods to develop their skills, with an emphasis on hands-on activities and projects. Qualified students may receive advanced placement in th HVAC/R Apprenticeship program.

HEATING, VENTILATION AIR-CONDITIONING/ REFRIGERATION (HVAC/R) 1

C400410

PROGRAM LENGTH
750 HOURS (approx. 6 months full-time or 12 months part-time)

DELIVERY METHOD
Traditional

The program provides classroom and lab experiences that enable the student to be job ready and become proficient in the installation, repair, and maintenance of domestic air conditioning, refrigeration, and electric heating systems. Heavy emphasis is placed on electrical systems. The HVAC/R students receive instruction in layout and design of electrical system schematics.

ARCHITECTURE AND CONSTRUCTION





VANIA DEPASSE-HUMPHREY
CERTIFIED SCHOOL COUNSELOR
754.321.5167

PLUMBING

C500500

PROGRAM LENGTH
1080 HOURS (approx. 10 months full-time)

DELIVERY METHOD
Traditional

The Plumbing program is designed to prepare students for employment in a variety of pipe occupations. The content includes, but is not limited to: reading construction documents, understanding building codes, plumbing pipe-cutting/joining, soldering, and plumbing layout and installation. The curriculum integration of theory and practice provides students with fundamental entry level plumbing skills necessary for the construction industry. Instruction is provided in safe practices, which are critical in this industry, and the use of tools, equipment, materials, and processes found in the plumbing industry.



BUSINESS MANAGEMENT AND ADMINISTRATION





DORIS GONZALEZ
CERTIFIED SCHOOL COUNSELOR
754.321.5188

ACCOUNTING OPERATIONS

B200100

PROGRAM LENGTH
1050 HOURS (approx. 10 months full-time or 20 months part-time)

DELIVERY METHOD
Traditional | Hybrid | Distance

The purpose of this program is to prepare students for careers in the accounting field. The content includes accounting fundamentals, double-entry accounting, accounts receivable and payable, bookkeeping and payroll, and preparation of financial statements. Students will also learn accounting-specific software, including Excel, QuickBooks Online, and Microsoft Office. Students will be prepared for employment as an Accounting Clerk, Accounts Payable Clerk, Accounts Receivable Clerk, Payroll Clerk, Tax Preparer, and Bookkeeper.

ADMINISTRATIVE OFFICE SPECIALIST

B600200

PROGRAM LENGTH
1050 HOURS (approx. 10 months full-time or 20 months part-time)

DELIVERY METHOD
Traditional | Distance

The program prepares the student for employment as an Information Technology Assistant, Front Desk Specialist, Assistant Digital Production Designer, and/or Administrative Assistant. The content provides technical skill proficiency and includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, occupation-specific skills, and knowledge of all aspects of the Business, Management, and Administration career cluster.

The content includes but is not limited to, the use of technology to develop communications skills, higher level thinking skills, and decision making skills; the performance of office procedures tasks; the production of quality work in an efficient manner using advanced features of business software applications; research of job opportunities; and the production of high quality employment portfolios and job-seeking documents. The program includes instruction in the following software: Microsoft Office, Adobe Acrobat, Photoshop, & InDesign.

BUSINESS MANAGEMENT AND ADMINISTRATION





DORIS GONZALEZ
CERTIFIED SCHOOL COUNSELOR
754.321.5188

BUSINESS MANAGEMENT & ANALYSIS

ARTHUR ASHE, JR. CAMPUS
B060200

PROGRAM LENGTH
900 HOURS (approx. 10 months full-time or 20 months part-time)

DELIVERY METHOD
Traditional | Distance

The program prepares students for employment in careers in business, management, and administration. The content includes communication skills, accounting concepts and practices, business law concepts, leadership skills, entrepreneurship, business computer applications, business ethics, governmental regulations, human resources and management issues, financial and data analysis, database development and queries, and career development.

The program provides a broad foundation of knowledge and skills for careers in management and supervision, with an emphasis on technical skill proficiency in spreadsheets, database management, and project management. Students will also develop proficiency in reading, writing, oral communication, and customer service skills. Student consultations are highly recommended and can be booked with the instructor.



BUSINESS MANAGEMENT AND ADMINISTRATION





DORIS GONZALEZ
CERTIFIED SCHOOL COUNSELOR
754.321.5188

COURT REPORTING

COURT REPORTING TECHNOLOGY - B600100
750 HOURS (approx. 7 months full-time

COURT REPORTING 2 - B700600
600 HOURS (approx. 6 months full-time

COURT REPORTING 3 - B700700
1500 HOURS (approx. 15 months full-time

TOTAL HOURS 2850
(All 3 Courses Approximately 28 Months)

DELIVERY METHOD
Distance

The purpose of this program is to prepare students for employment as machine shorthand free-lance court eporters and/or official court reporters. It involves writing verbatim (word-for-word) testimony and producing transcripts of the testimony. Instruction includes an introduction to verbatim writing skills to work with persons with hearing loss (CART – Communication Access Realtime Translation) and provide captioning for television.

Court Reporting is a planned sequence of instruction consisting of three levels. Court Reporting Technology, Court Reporting 2, and 3. Students completing Court Reporting Technology and Court Reporting 2 possess the entry-level skill-set of a scopist or transcriptionist. To become a Court Reporter, students must complete all three (3) levels of the program. This program places strong ephasis on conflict-free theory, real-time writing, speed development, legal terminology, medical terminology, courtroom procedures, and English language skills.

The program at Atlantic Technical College offers the latest technology in computer-aided transcription and real-time writing, i.e., the ability to have an instantaneous translation of the spoken word by projecting the words onto a television screen for the benefit of persons with hearing loss, or onto computer monitors for the benefit of trial participants. Students utilize real-time and captioning equipment.

A court reporting career, including broadcast captioners, offers an independent lifestyle, prestige, and flexibility, along with a substantial salary. When a student reaches the speed of 200 words per minute (wpm), he/she participates in an internship that enables the student to sit in on trials and depositions with a working reporter, thus gaining confidence and skill.

Students shall pass three (3), five-minute tests with 95% accuracy at each of the following speeds. 225 wpm testimony (two-voice), 200 wpm jury charge, and 180 wpm literary. Students shall complete at least 40 verified hours of actual writing time during the internship experience.

NCRA APPROVED SCHOOL

This program is approved by the National Court Reporters Association (NCRA)



BUSINESS MANAGEMENT AND ADMINISTRATION





DORIS GONZALEZ
CERTIFIED SCHOOL COUNSELOR
754.321.5188

LEGAL ADMINISTRATIVE SPECIALIST

B072000

PROGRAM LENGTH
1050 HOURS (approx. 10 months full-time or 20 months part-time)

DELIVERY METHOD
Traditional | Distance

This program prepares the student for employment in law firms, clerk of court offices, and corporate and judicial legal offices. The program prepares individuals to perform legal office duties utilizing knowledge of legal terminology and legal office procedures; to transcribe legal documents; to perform legal office functions; to produce quality work using advanced features of business software applications; to research job opportunities; and to produce high quality employment portfolios and job-seeking documents.

After successfully completing the program, the student will be able to perform legal office activities and will have developed skills in keyboarding, records management, communications, human relations, transcription, computer applications, and decision making.

Upon completion of the Legal Administrative Specialist program, students are eligible to test for the Accredited Legal Professional exam (ALP) offered by the National Association for Legal Support Professionals (NALS). The ALP was designed to establish preparedness for the demanding field of law.

MEDICAL ADMINISTRATIVE SPECIALIST

B070300

PROGRAM LENGTH
1050 HOURS (approx. 10 months full-time or 20 months part-time)

DELIVERY METHOD
Traditional | Distance

The program prepares students for employment as medical secretaries, medical office clerks, medical insurance secretaries, medical records clerks, and medical administrative specialists.

Students learn to perform medical office duties utilizing a knowledge of medical terminology and medical office procedures; to transcribe medical documents; to perform medical office functions using specialized medical scheduling/billing software; to produce quality work using advanced features of business software applications; to research job opportunities; and to produce high quality employment portfolios and job-seeking documents.

After successfully completing the program, the student will be able to perform medical office activities and will have developed skills in keyboarding, records management, communications, human relations, transcription, computer applications, and decision making.

HEALTH SCIENCE AND PRACTICAL NURSING





MAIN CAMPUS
RUTH ELOI
HEALTH SCIENCE
CERTIFIED SCHOOL COUNSELOR
754.321.5187

ARTHUR ASHE, JR. CAMPUS
DANA ALLEN
PRACTICAL NURSING
CERTIFIED SCHOOL COUNSELOR
754.322.2818

NOTE

In accordance with requirements set forth by the Joint Commission, students applying for entrance into any Health Science program must submit to aLevel 2 criminal background check and take a drug screening test. This requirement is mandated due to the fact that all Health Science students must participate in a clinical rotation in a healthcare facility as a part of their training. The applicant is responsible for paying for the costs of both tests. The results of these tests may prevent the applicant from either entering or remaining in a Health Science program. Students who are not cleared on their background check or test positive for illegal drugs will not be allowed access to healthcare facilities for clinical externships and therefore will not be able to complete the program. In addition to a background check and drug screening, all students registering for any of the Health Science programs are required to have current immunizations and a yearly physical exam. Prospective students who do not have a valid Social Security Number may encounter difficulties within licensure programs. Please contact the program counselor for specific information. Additionally, all students entering or re-entering the Practical Nursing program must take the Test of Essential Academic Skills (TEAS) and meet minimum requirements.

HEALTH SCIENCE AND PRACTICAL NURSING





RUTH ELOI
CERTIFIED SCHOOL COUNSELOR
754.321.5187

CODA
Commission on Dental Accreditation

CENTRAL STERILE PROCESSING TECHNOLOGY

ARTHUR ASHE, JR. CAMPUS
H170222

PROGRAM LENGTH
650 HOURS (approx. 6 months full-time)

DELIVERY METHOD
Traditional

This program is designed to prepare students for employment in hospitals or surgical out-patient centers to work as sterile processing technicians, central supply workers, medical equipment preparers, material management workers, and inventory technicians. Students will be taught a variety of skills and competencies using supplies, instruments, and equipment available in the classroom and lab that are similar to those used in the field.

Skills covered include how to decontaminate, prepare and sterilize instrument trays for surgical procedures; disinfect patient care equipment and the various methods of inventory control; and storage and distribution of sterile supplies and equipment.

A clinical externship in a hospital or outpatient facility is included in the program.

DENTAL ASSISTING TECHNOLOGY & MANAGEMENT

APPLIED TECHNOLOGY DIPLOMA - ATD
H170113

PROGRAM LENGTH
1230 HOURS (approx. 12 months full-time)

DELIVERY METHOD
Traditional

The program provides the Dental Assisting student with the basic knowledge and ability to offer direct chair side assistance to the dentist, expose dental radiographs, and educate and instruct patients in preventive dental techniques. Students are trained in infection control procedures, disease prevention, dental procedures and instruments, and business office procedures.

Upon successful completion of the program and in accordance with state guidelines, students are issued an Applied Technology Diploma in Dental Assisting Technology and Management with Expanded Duties and Dental Radiography.

The program in dental assisting is accredited by the Commission on Dental Accreditation and has been granted the accreditation status of "approval with reporting requirements". The Commission is a specialized accrediting body recognized by the United States Department of Education. The Commission on Dental Accreditation can be contacted at 800.232.6108 or 401 North Michigan Ave., Suite 3300, Chicago, IL 60611. The Commission's web address is **coda.ada.org**.

NOTE: High School or High School Equivalency Diploma is required for entry into this program.

HEALTH SCIENCE AND PRACTICAL NURSING





RUTH ELOI
CERTIFIED SCHOOL COUNSELOR
754.321.5187

ELECTROCARDIOGRAPH TECHNOLOGY

H170208

PROGRAM LENGTH
465 HOURS (approx. 4 months full-time)

DELIVERY METHOD
Traditional

The program prepares students to become EKG/ Cardiovascular Technicians who can work in a variety of healthcare facilities including hospitals, nursing homes, clinics, and physician's offices. Students will learn how to perform a 12-lead EKG, properly maintain diagnostic equipment, recognize normal and abnormal sinus rhythms, and monitor patients for cardiovascular disorders.

An overview of anatomy and physiology with emphasis on cardiac and vascular systems is taught along with medical terminology, basic patient care techniques, medical instrumentation, cardiac monitoring and testing, and cardiac wellness and rehabilitation.

HEMODIALYSIS TECHNICIAN

ARTHUR ASHE, JR. CAMPUS

H170207

PROGRAM LENGTH
600 HOURS (approx. 6 months full-time)

DELIVERY METHOD
Traditional

Students are taught the skills necessary for employment as hemodialysis technicians or dialysis technicians. Hemodialysis technicians have been members of the dialysis team since the beginning of the dialysis program. They usually serve in two capacities, one involves the assembly and maintenance of the dialysis equipment and the second focuses on patient care. Often the hemodialysis technician duties will combine both patient care and equipment care responsibilities.

The technician works with all members of the dialysis team but is most closely aligned with a nurse who delegates and supervises patient care.

NOTE: High School or High School Equivalency Diploma is required for entry into this program.

HEALTH SCIENCE AND PRACTICAL NURSING





RUTH ELOI
CERTIFIED SCHOOL COUNSELOR
754.321.5187

MEDICAL ASSISTING

H700300

PROGRAM LENGTH
900 HOURS (approx. 9 months full-time)

DELIVERY METHOD
Traditional

The Medical Assisting program provides students with the opportunity to learn the skills and techniques necessary to become medical assistant and obtain employment in a variety of healthcare facilities. This multi-skilled health professional is trained in clerical and medical office procedures, phlebotomy, EKG, X-Ray, basic patient care techniques, and laboratory procedures.

Medical Assistants perform routine administrative and clinical tasks to keep the offices and clinics of physicians, podiatrists, chiropractors, and optometrists running smoothly. They are involved in direct patient care and assist the physician or other health professional during examinations.

MEDICAL CODER/BILLER

APPLIED TECHNOLOGY DIPLOMA - ATD
ARTHUR ASHE, JR. CAMPUS
H170530

PROGRAM LENGTH
1110 HOURS (approx. 10 months full-time)

DELIVERY METHOD
Traditional | Hybrid | Distance

The Medical Coder/Biller program is a comprehensive program that prepares students for employment as entry-level coder/billers. The main role of a Medical Coder/Biller is to review patient medical records and assign codes to diagnoses and procedures performed by healthcare providers so that the treating medical facility can bill insurance for reimbursement. The Medical Coder/Biller is responsible for the accurate flow of medical information and patient data between physicians, patients, and third-party payers. Most Medical Coder/Billers work on-site in hospitals, clinics, physician offices, and for insurance companies.

With the introduction of the Electronic Health Record (EHR), experienced medcal coders may have opportunities to work from home. An Applied Technology Diploma is awarded to students upon successful completion of the program in accordance with state guidelines.

NOTE: High School or High School Equivalency Diploma is required for entry into this program.

HEALTH SCIENCE AND PRACTICAL NURSING





RUTH ELOI
CERTIFIED SCHOOL COUNSELOR
754.321.5187

MEDICAL LABORATORY ASSISTING

H170306

PROGRAM LENGTH
465 HOURS (approx. 4 months full-time)

DELIVERY METHOD
Traditional

The Medical Laboratory Assisting program at Atlantic Technical College is designed to prepare students for rewarding careers in clinical laboratory science. This program equips individuals with the knowledge and practical skills necessary to perform essential diagnostic tests that support medical decision-making in healthcare settings. Students learn quality assurance and basic testing in hematology, urinalysis, and microbiology, with emphasis on laboratory safety and clinical practices.

MENTAL HEALTH TECHNICIAN

ARTHUR ASHE, JR. CAMPUS

H180100

PROGRAM LENGTH
480 HOURS (approx.5 months full-time)

DELIVERY METHOD
Traditional

Students will be trained for employment as Mental Health Technicians, Psychiatric Aides, or Technicians and Nursing Assistants. Mental Health Technicians work in a variety of healthcare facilities under the supervision of a psychiatrist, registered nurse, counselor, or social worker and participate in the development and implementation of therapeutic treatment plans for patients with mental health issues.

Students will receive training in physical assessment, psychiatric and substance abuse disorders, developmental disabilities, health/wellness education, crisis intervention, and basic nursing assistant skills.

Upon successful completion of the program, students will have the opportunity to take the Certified Nursing Assistant examination given by the Florida Board of Nursing.

HEALTH SCIENCE AND PRACTICAL NURSING





RUTH ELOI
CERTIFIED SCHOOL COUNSELOR
754.321.5187

PATIENT CARE ASSISTANT

INTEGRATED EDUCATION & TRAINING (IET) PROGRAM
PRIORITY FOR ATC STUDENTS
ARTHUR ASHE, JR. CAMPUS
H700500

PROGRAM LENGTH
235 HOURS (approx. 8 weeks full-time)

DELIVERY METHOD
Traditional

Patient Care Assistant (PCA) is an Integrated Education and Training program and is for students interested in rapidly earning the credentials and skills necessary to enter the nursing field while simultaneously continuing to learn English. Through an integrated approach and single set of learning objectives, students will complete an ESOL program and prepare for employment as cross-trained nursing assistants and provide foundational knowledge and skills. Students receive training in communication and interpersonal skills, infection control, safety/emergency procedures, promoting residents' independence, and respecting patient rights. The PCA works in the hospital setting as a member of the healthcare team under the direction of the nurse. Duties include taking vital signs and assisting patients withbasic tasks.

A certificate is issued at the successful completion of the program in accordance with State guidelines. Graduates are eligible to take the Certified Nursing Assistant (CNA) certification examination. The Florida Department of Health/Board of Nursing will issue a certificate to those who pass the examination.

PATIENT CARE TECHNICIAN

H700600

PROGRAM LENGTH
600 HOURS (approx. 6 months full-time)

DELIVERY METHOD
Traditional

The Patient Care Technician is a multi-skilled healthcare worker who, under the direction and supervision of a Registered Nurse, carries out the essential basic bedside patient care functions. Students also receive supplementary training in 12-lead EKG, basic phlebotomy techniques and restorative skills.

Upon successful completion of the program, students will have the opportunity to take the Certified Nursing Assistant examination given by the Florida Board of Nursing. This is an excellent course for students who have no previous medical experience and who wish to enter the healthcare field.

HEALTH SCIENCE AND PRACTICAL NURSING





RUTH ELOI
CERTIFIED SCHOOL COUNSELOR
754.321.5187

PHARMACY TECHNICIAN

APPLIED TECHNOLOGY DIPLOMA - ATD
H170700

PROGRAM LENGTH
1050 HOURS (approx. 10 months full-time)

DELIVERY METHOD
Traditional

Pharmacy Technicians generally work under the supervision of a registered pharmacist and perform tasks related to receiving, dispensing, distributing, controlling, maintaining, compounding, manufacturing, packaging, and labeling of pharmaceutical products.

Currently, pharmacy technicians are assuming more responsibility for the routine tasks previously performed by pharmacists, and will be responsible for mastering new pharmacy technology skills. Opportunities for advancement will vary with the pharmacy technician's employer.

Upon successful completion of the Pharmacy Technician program and in accordance with state guidelines, students earn an Applied Technology Diploma.

NOTE: High School or High School Equivalency Diploma is required for entry into this program.

This program is a PTCB Recognized Education/Training Program

PHLEBOTOMY

H170302

PROGRAM LENGTH
165 HOURS (approx. 6 weeks full-time)

DELIVERY METHOD
Traditional

The Phlebotomy program prepares students for employment as a phlebotomist in a variety of healthcare settings. Students develop the knowledge and hands-on skills needed to safely and efficiently collect blood specimens from adults and children for laboratory testing. Instruction includes proper specimen collection and labeling, blood smear preparation, medical terminology, and specimen transportation procedures. Through classroom instructions and practical training, students develop the competencies needed to work in hospitals, laboratories, blood centers, and other healthcare facilities.

HEALTH SCIENCE AND PRACTICAL NURSING





The Practical Nursing program is accredited by: Accreditation Commission for Education in Nursing, Inc.

DANA ALLEN
CERTIFIED SCHOOL COUNSELOR
754.322.2818

PRACTICAL NURSING

ARTHUR ASHE, JR. CAMPUS
H170607

PROGRAM LENGTH
1350 HOURS (approx. 12 months full-time)

DELIVERY METHOD
Traditional

The Practical Nursing (PN) program prepares an individual to participate in the planning, implementation and evaluation of nursing care in hospitals and extended care facilities. Nursing is a profession in which knowledge, skills, and judgment are critical. Teachers integrate lecture and laboratory instruction with clinical practice. PN students are introduced to the clinical area early in the program and it is essential that the PN student have his/her own transportation.

Practical Nursing classes are offered during the day on a schedule established at the outset of each school year. All classes offered at Atlantic Technical College and Technical High School are full-time. A certificate is issued at the successful completion of the Practical Nursing program in accordance with state guidelines. Graduates are eligible to take the NCLEX-PN licensure examination. The Florida Board of Nursing will issue a license to those who pass the examination.

NOTE: High School or High School Equivalency Diploma is required for entry into this program

PROGRAM COURSES
PRN0098 | **300 HRS.** Practical Nursing Foundations 1
PRN0099 | **300 HRS.** Practical Nursing Foundations 2
PRN0290 | **300 HRS.** Medical Surgical Nursing 1
PRN0291 | **300 HRS.** Medical Surgical Nursing 2
PRN0690 | **150 HRS.** Comprehensive Nursing & Transitional Skills

THE PRACTICAL NURSING PROGRAM IS ACCREDITED BY
Accreditation Commission for Education in Nursing, Inc.:
3390 Peachtree Rd. NE, Suite 1400, Atlanta, GA 30326
404.975.5000 | acenursing.org

Program Approved By:
Florida Board of Nursing | floridasnursing.gov

Curriculum approved by:
Florida Department of Education | fldoe.org

ADDITIONAL ATTENDANCE PROGRAM FEES:
- Physical Exam (Annual fee varies by provider)
- 2-Step Tuberculin Skin Test (PPD) or Chest X–ray QuantiFERON-TB Gold or T-Spot-TB (Annual fee varies by provider)
- Drug Testing - $38 (Authorized Lab Only)
- Level 2 Background Finger Check - $45 (Approved Vendor Only)
- Compliance Tracking Subscription - $18 (Approved Vendor Only)
- ATI TEAS Test - $75

FEES ASSOCIATED WITH LICENSURE:
- $110 Application & Licensing Fee to Board of Nursing
- $200 to Pearson Vue, Testing Vendor
- $85 - $98 LiveScan Services (Varies by Vendor)

State License: Licensed Practical Nursing.

For more information visit: **floridasnursing.gov/nurse-rn-lpn/**

HOSPITALITY AND TOURISM





DORIS GONZALEZ
CERTIFIED SCHOOL COUNSELOR
754.321.5188

PROFESSIONAL CULINARY ARTS & HOSPITALITY

N100700

PROGRAM LENGTH
1200 HOURS (approx. 12 months full-time)

DELIVERY METHOD
Traditional

For the individual who is looking to work in the hospitality industry, our program is an all-inclusive, practical, hands-on experience for volume food preparation. We immerse the future professional in many aspects of the commercial food industry. Students will be taught through hands-on experiences in setting-up banquets and daily food preparation, including meat and poultry fabrication, soups, stocks and sauces, hors d'oeuvres, smoking meats, charcuterie, along with baking and pastry basics; breads, creams, custards, cakes, pies, and cookies.

We are a comprehensive, fast-paced classroom where all competencies help to prepare the serious individual for entry level employment in various commercial food service establishments. Our students learn the critical importance of food safety and sanitation through attaining their ServSafe Food Safety Manager certification, as well as through nutrition basics and hospitality management within the courses. Students must complete the core competencies before progressing to other courses.

Courses in the Professional Culinary Arts and Hospitality program include Hospitality Management, Nutrition and Food Safety, and Sanitation.

These courses are required by the American Culinary Federation Education Foundation (ACFEF), the national accrediting body for Professional Culinarians. ServSafe, food safety, and sanitation training is an integrated component of our program. Students who pass the national examination receive a national certification.



This program is accredited by the Accrediting Commission of the American Culinary Federation Education Foundation (ACFEF)

INFORMATION TECHNOLOGY





BROOKE LEHMEJIAN
CERTIFIED SCHOOL COUNSELOR
754.321.5266

This program is AWS Academy Member Institution

aws certified Cloud Practitioner

aws academy

APPLIED INFORMATION TECHNOLOGY

Y300400

PROGRAM LENGTH
600 HOURS (approx. 6 months full-time)

DELIVERY METHOD
Traditional | Hybrid

Launch your career in technology with our Applied IT program, designed to build foundational skills and hands-on experiences critical for navigating today's dynamic IT industry. Our carefully structured curriculum offers practical competencies in hardware and software troubleshooting, fundamental cybersecurity practices, essential cloud computing, and introductory networking concepts.

Engage in interactive lab sessions that foster technical proficiency and develop robust problem-solving capabilities. Our program prioritizes earning valuable industry certifications, including CompTIA IT Tech+ and CompTIA A+. The final phase of our course guides students toward identifying and specializing in their specific IT career interests, providing focused training and support for relevant advanced certifications.

Graduates leave equipped with practical knowledge, industry-recognized credentials, and clear pathways to successful careers in IT support, network operations, cloud, and beyond.

CLOUD COMPUTING & VIRTUALIZATION

Y100400

PROGRAM LENGTH
900 HOURS (approx. 10 months full–time or 20 months part-time)

DELIVERY METHOD
Traditional | Hybrid

Prepare for an exciting career in Cloud Computing and Virtualization with our specialized technical college program, designed to align with current industry trends and competencies. Students will develop critical skills in cloud infrastructure management, virtualization technologies, cloud security, and deployment strategies through extensive, hands-on lab experiences.

Our curriculum emphasizes practical application, ensuring proficiency in leading cloud platforms and virtualization tools. Industry-recognized certifications, including CompTIA Tech+, CompTIA A+, CompTIA Cloud+, AWS Certified Cloud Practitioner, and Microsoft Azure Fundamentals, are integrated into the cours work, enhancing student marketability and readiness.

Upon completion, graduates will possess the skills, certifications, and practical experience necessary to excel in entry-level roles in Information Technology and Cloud support.

INFORMATION TECHNOLOGY





BROOKE LEHMEJIAN
CERTIFIED SCHOOL COUNSELOR
754.321.5266

ORACLE ACADEMY
This program is an approved Oracle Academy

This program is an approved Cisco Networking Academy
CISCO Networking Academy

DATABASE APPLICATION TDEVELOPMENT & PROGRAMMING

Y700300

PROGRAM LENGTH

1200 HOURS (approx. 12 months full–time or 24 months part-time)

DELIVERY METHOD

Traditional | Distance

The program prepares students for employment as database programmers, computer programmer assistants, andcomputer programmers, or provides supplemental training for persons previously or currently employed in these fields. The content of this program includes, but is not limited to, the fundamentals of programming & software development; procedural and object-oriented programming; creating regular and specialized applications using JavaScript, Python, PL/SQL and Structured Query Language (SQL), including testing, monitoring, debugging, documenting, and maintaining database applications.

NETWORK SUPPORT SERVICES

B078000

PROGRAM LENGTH

1050 HOURS (approx. 10 months full–time or 20 months part-time)

DELIVERY METHOD

Traditional | Hybrid

Prepare for a dynamic career in Network Support Services with our comprehensive program, designed to equip students with essential industry skills and certifications demanded by today's technology-driven workplaces. Students will master foundational concepts such as network configuration, cybersecurity principles, cloud networking, and troubleshooting techniques through immersive, hands-on lab experiences.

Our curriculum emphasizes real-world competencies, preparing students for in-demand industry certifications including CompTIA Tech+, CompTIA A+, and CompTIA Network+, Cisco Certified Support Technician (CCST), and CompTIA Security+. By combining theoretical knowledge with practical application in state-of-the-art labs, students will develop the expertise to effectively manage and secure modern network environments.

Graduates will be equipped with the critical thinking, technical proficiency, and professional certifications needed to thrive in entry-level IT and network support roles across diverse industries.

INFORMATION TECHNOLOGY



BROOKE LEHMEJIAN
CERTIFIED SCHOOL COUNSELOR
754.321.5266

WEB DEVELOPMENT

Y700100

PROGRAM LENGTH

1050 HOURS (approx. 10 months full–time or 20 months part-time)

DELIVERY METHOD

Traditional | Distance

The Web Development program prepares students for employment as a Web Designer, a Web Designer/Graphic Designer, and an Assistant Web Designer, or to provide supplemental training for persons previously or currently employed in any of these occupations.

Web Development offers a broad foundation of knowledge and skills to prepare students to design, code, and publish websites that can work with mobile technology, tablets, and desktop formats.

After successfully completing this program, the student will be able to design dynamic and responsive websites and apply their knowledge of website design and coding principals, including the intergregation of AI tools, website management, media integration, and digital marketing techniques.



MANUFACTURING





VANIA
DEPASSE-HUMPHREY
CERTIFIED SCHOOL COUNSELOR
754.321.5266

MACHINING TECHNOLOGIES

J200100

PROGRAM LENGTH
1500 HOURS (approx. 14 months full–time)

DELIVERY METHOD
Traditional

The program consists of specialized classroom instruction, along with projects and lab experiences, that focus on the machining of metals. Students learn how to set up and operate the following types of machines: contour saw, drill press, lathe, milling machine grinder, and CNC (Computerized Numerical Control) machines. Instruction also includes the use of precision measuring instruments, such as, layout and inspection tools, micrometers, and gauges.

Classroom and practical experiences teach students CNC programming, use of CAD/CAM (Computer Aided Design/ Computer Aided Manufacturing) processes, and to set up and perform advanced level machining operations. Related trade math and blueprint reading are taught as a part of the program and are used extensively in laboratory activities. CAD/CAM processes and CNC machining play an increasingly important role in manufacturing and are integral to the engineering and manufacturing process.

A focus of the machining program is the development of the CAD/CAM and CNC machining knowledge and skills necessary to perform the tasks to meet the requirements of manufacturers.

The machinery and materials used are those commonly found in the machine tool industry. Instruction is provided in safe practices, which are critical in this industry, and the use of tools, equipment, materials, and processes found in the machining industry.



MANUFACTURING





VANIA
DEPASSE-HUMPHREY
CERTIFIED SCHOOL COUNSELOR
754.321.5266

WELDING TECHNOLOGY

J400400

PROGRAM LENGTH
1050 HOURS (approx. 11 months full-time)

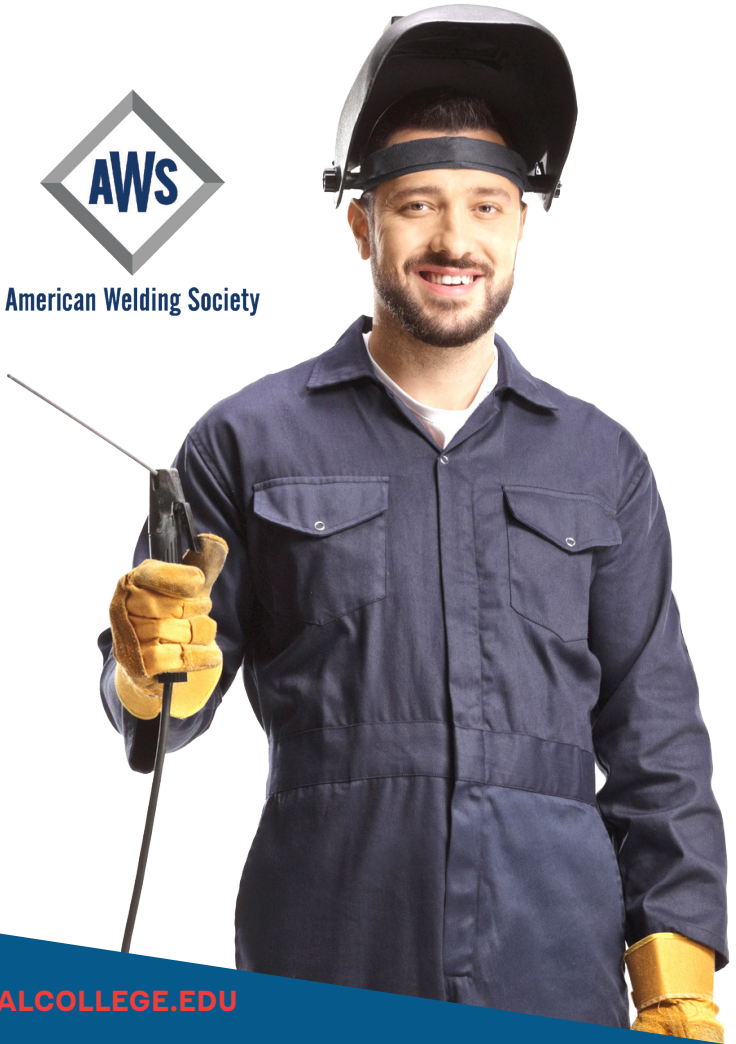
DELIVERY METHOD
Traditional

This Welding Technology program teaches students to use gas and electric welding equipment with various machinery. Students will receive hands-on training working with aluminum, stainless, and milled mild steel. Applied math and blueprint reading skills that are necessary for success in the welding industry are also taught. Launch your career in demanding fields including; construction, marine, aviation, manufacturing, and many more.

Students who show skill mastery are eligible to take the American Welding Society (AWS), certification exam at an additional cost. Taking and passing industry recognized certification exams shows employers you are Job Ready!

Instruction also includes classroom and practical experiences to teach students to fabricate and weld sheet metal, plate, and perform basic fabrication in the area of basic welding. Safety instruction is provided throughout the program and safe practices and procedures are stressed in all lab situations.use of tools, equipment, materials, and processes found in the machining industry.

AWS
American Welding Society



TRANSPORTATION, DISTRIBUTION AND LOGISTICS





AUTOMOTIVE PROGRAMS PREPARE STUDENTS TO TAKE ASE CERTIFICATION EXAMS

BROOKE LEHMEJIAN
CERTIFIED SCHOOL COUNSELOR
754.321.5266

AUTOMOTIVE COLLISION TECHNOLOGY TECHNICIAN

T401300

PROGRAM LENGTH
1400 HOURS (approx. 14 months full–time)

DELIVERY METHOD
Traditional

This program is an ASE Education Foundation Certified Master Collision Repair and Refinish Training Program, specializing in classroom and laboratory experiences concerned with all phases of the repair of damaged vehicle bodies and fenders. This includes straightening by hammering; smoothing areas by filling, grinding, or sanding; concealment of imperfections; painting; replacement of body parts and components including glass; frame and unibody squaring and aligning; paint systems and undercoats; related welding and mechanical skills; and trim hardware installation and maintenance.

Instruction and training includes use of parts and repair manuals, price lists, flat-rate manuals, computerized systems for estimating and pricing, recordkeeping, shop safety, and housekeeping. Students will receive comprehensive instruction in the five (5) areas of specialization recognized by the ASE Education Foundation for professional technician certification. Students are encouraged to participate in the ASE Certification testing program during their training.



TRANSPORTATION, DISTRIBUTION AND LOGISTICS





BROOKE LEHMEJIAN
CERTIFIED SCHOOL COUNSELOR
754.321.5266

MANUFACTURER SPECIFIC AUTOMOTIVE SERVICE TECHNOLOGY

TOYOTA T-TEN (TECHNICIAN TRAINING & EDUCATION NETWORK)

I470604

PROGRAM LENGTH
2400 HOURS (approx. 24 months full–time)

DELIVERY METHOD
Traditional

This program is a partnership between Toyota Motor North America, Inc. (TMNA); Southeast Toyota Distributor, Atlantic Technical College, Broward College, and students who recognize the need for state-of-the-art automotive education. This recognition, coupled with extensive Toyota support, results in a program that breaks new ground in automotive technology and technical training.

Students are trained on Toyota/Lexus products, using advanced automotive theory, practical classroom applications, and direct dealership experiences working along side qualified Toyota/Lexus technicians. The instructional format is similar to that used in the Automotive Service Technology Program, however, the content is specific to Toyota/Lexus products using Toyota/Lexus automotive vehicles, trainers, parts, tools, and curriculum materials. Instruction also coincides with the eight (8) areas of professional technician certification recognized by the ASE Education Foundation.

T-TEN students must take ASE Certification exams during their time in the program and pass a minimum of two (2) ASE areas prior to completing the program. Students must also participate in an internship at a Toyota/Lexus dealership under the supervision of a Certified Toyota/Lexus Technician and the Program Teacher/Coordinator.

NOTE: High School or High School Equivalency Diploma is required for entry into this program



TRANSPORTATION, DISTRIBUTION AND LOGISTICS





BROOKE LEHMEJIAN
CERTIFIED SCHOOL COUNSELOR
754.321.5266

MASTER AUTOMOTIVE SERVICE TECHNOLOGY

I470608

PROGRAM LENGTH
1800 HOURS (approx. 18 months full–time)

DELIVERY METHOD
Traditional

Instruction in the program includes specialized classroom and laboratory experiences in all phases of the maintenance and repair of automotive vehicles. Students are trained in the use of technical and flat-rate information systems, both electronic and print, as well as a variety of hand and power tools.

Instruction and practice are provided in the diagnosis of malfunctions, disassembly of systems, parts inspection, engine overhaul and repair, ignition systems, emission control systems, fuel systems, brakes, transmissions, front-end alignment and repair, engine performance, and the installation of a variety of accessories. Training also includes the use of electronic, diagnostic and other test equipment. Specialty training is provided in such areas as air conditioning, front-end alignment, and the use of computerized automotive repair data systems.

Instruction aligns with the eight (8) areas recognized by the National Institute of Automotive Service Excellence (ASE), and students are encouraged to participate in the ASE Certification testing program during their training.



PROGRAM TUITION AND FEES

PROGRAM	IN-STATE TUITION & FEES (APPROX.)	OUT-OF-STATE TUITION & FEES (APPROX.)	PROGRAM HOURS
ARCHITECTURE & CONSTRUCTION			
Carpentry	$4,000	$14,080	1200
Drafting	$4,705	$17,305	1500
Electricity	$4,420	$14,500	1200
Electricity 1	$2,773	$9,073	750
Heating, Ventilation Air Conditioning/Refrigeration (HVAC/R)	$4,885	$16,225	1350
Heating, Ventilation Air Conditioning/Refrigeration (HVAC/R) 1	$2,735	$9,035	750
Plumbing	$3,807	$12,879	1080
BUSINESS MANAGEMENT & ADMINISTRATION			
Accounting Operations	$3,285	$12,105	1050
Administrative Office Specialist	$3,285	$12,105	1050
Business Management & Analysis	$2,835	$10,395	900
Court Reporting Technology	$2,473	$8,773	750
Court Reporting 2	$2,000	$7,040	600
Court Reporting 3	$4,930	$17,530	1500
Legal Administrative Specialist	$3,285	$12,105	1050
Medical Administrative Specialist	$3,285	$12,105	1050
HEALTH SCIENCE			
Central Sterile Processing Technology	$2,236	$7,696	650
*Dental Assisting Technology & Management - **ATD**	$4,326	$14,658	1230
Electrocardiograph Technology	$1,695	$5,601	465
*Hemodialysis Technician	$2,083	$7,123	600
Medical Assisting	$3,318	$11,598	900
*Medical Coder/Biller - **ATD**	$3,689	$13,013	1110
Mental Health Technician	$1,717	$5,749	480
Medical Laboratory Assisting	$1,857	$5,763	465
Patient Care Assistant	$930	$2,904	235
Patient Care Technician	$2,143	$7,183	600
*Pharmacy Technician - **ATD**	$3,663	$12,483	1050
Phlebotomy	$782	$2,168	165
*Practical Nursing	$4,791	$16,131	1350
HOSPITALITY & TOURISM			
Professional Culinary Arts & Hospitality	$4,720	$14,800	1200
INFORMATION TECHNOLOGY			
Applied Information Technology	$1,885	$6,925	600
Cloud Computing & Virtualization	$2,880	$10,440	900
Database Application Development & Programming	$3,640	$13,720	1200
Network Support Services	$3,390	$12,210	1050
Web Development	$3,338	$12,158	1050
MANUFACTURING			
Machining Technologies	$5,080	$17,680	1500
Welding Technology	$6,225	$15,045	1050
TRANSPORTATION, DISTRIBUTION & LOGISTICS			
Automotive Collision Technology Technician	$6,225	$17,985	1400
*Manufacturer Specific Automotive Service Technology T-TEN	$8,945	$29,105	2400
Master Automotive Service Technology	$7,970	$23,090	1800

Tuition and fees are subject to change based on enrollment. There may be additional costs associated with books, uniforms, special tools, equipment and other related items. *High School or High School Equivalency Diploma required for program entry and/or clinicals.

TRANSITION INTO EMPLOYMENT PROGRAMS





Students participating in the Transition Into Employment Program (TIE) (ACCESS, Career Placement, and/or WBLE) have the opportunity to earn entry level industry certifications and business references to add to their employment resume. Many of the students will leave TIE having experienced employment position(s). They will have had multiple opportunities to practice accessing their local community (shopping, volunteering, medical, recreational, and employment) sites independently. Most will be qualified for competitive employment, meaning that they should receive the same pay and benefits as their neurotypical co-workers doing the same job tasks.

ADULT CURRICULUM FOR COMMUNITY, EMPLOYMENT & SOCIAL SKILLS (ACCESS)

ACCESS is a structured work study transition service that utilizes community-based instruction for neurodiverse 18-22 year old students who have met graduate requirements and elect to defer their standard diploma using the Individualized Education Plan (IEP) process. The ACCESS class uses curricula that focus on increasing each student's independence in the areas of employment, daily living, money skills, transportation, and social communication skills. The program provides students with a variety of job training opportunities that help them to determine their strengths, interests, and needs. Much of the work is focused on improving the social skills and soft skills necessary to be a positive team member and increasing student's understanding of the employer's expectations. The student's transition plan moves to decrease reliance from staff/family and increase the student's own level of independence. Through this process the ACCESS staff help to develop the self-determination skills needed to gain and maintain employment as well as help the student to discover how to become an active member of their community.

CAREER PLACEMENT

Career Placement is a work study transition service that utilizes community-based instruction for neurodiverse 18-22 year old students who have met graduate requirements and elect to defer their standard diploma using the Individualized Education Plan (IEP) process. Career Placement enables a student to identify career options, access community resources, apply positive work-related behaviors, and meet industry standards for competitive entry level employment. Career Placement will prepare students to be hired for entry level jobs while also allowing students to continue to explore future training opportunities. Each student participates in a functional curriculum that emphasizes; personal and career goals, self-evaluation, self-determination, travel training, career counseling and guidance, competitive employment, and independent living skills. Students work on obtaining and maintaining competitive entry level jobs in the private business sector. Our mission is to assist recent high school graduates who have expressed an interest in competitive entry-level employment to reach their goal of obtaining and maintaining a meaningful job. We foster a strong work ethic in our young people entering the workforce and cultivate the skills necessary to live as self-sufficiently as possible.

TRANSITION INTO EMPLOYMENT PROGRAMS





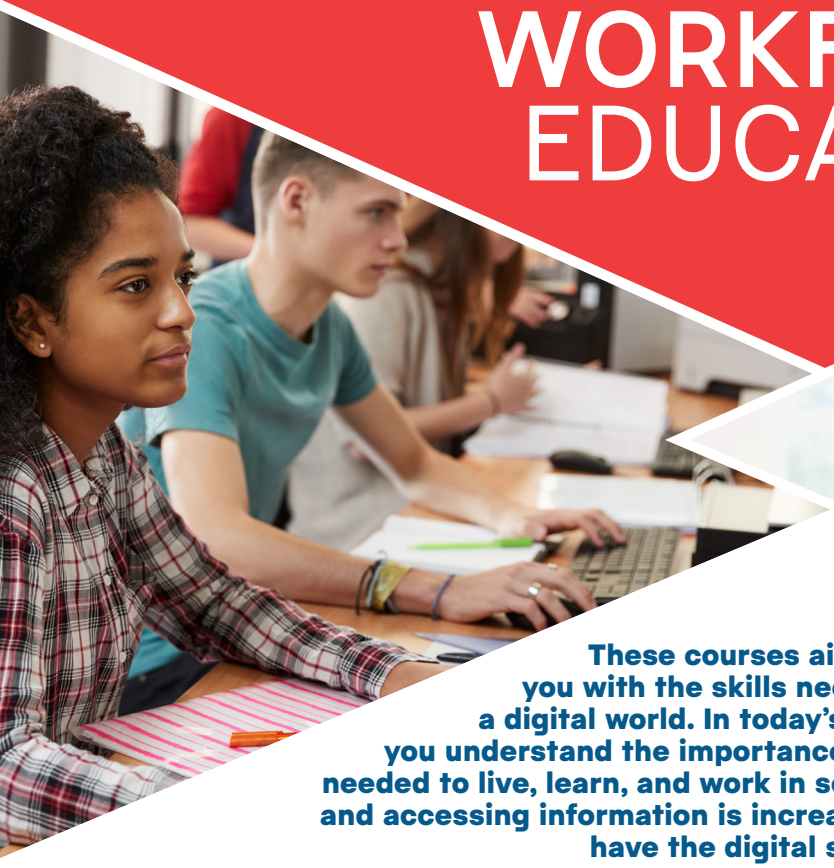
WORK BASED LEARNING EXPERIENCE (WBLE)

WBLE is a structured work study transition service that utilizes community-based transition instruction for neurodiverse 18-22 year old students who have met graduate requirements and elect to defer their standard diploma using the Individualized Education Plan (IEP) process. This is our newest training class, where students who are interested in finding employment but have not yet held a job are exposed to a variety of short term non-paid internships. These internships occur within the school day and begin within the departments on the college campus. During this time assessments are made on the student's level of independence and personal interests. With the cooperation of area businesses, students move off campus and are exposed to the real-world tasks that would be expected at that employment site. This experience provides students with valued skills that they can add to their resume and helps smooth the transition from the high school academic setting to the world of work.

Our mission is to assist recent high school graduates to gain a clear understanding of their own needs, gain confidence, and recognize their abilities to create a personal plan for employment and/or additional training.



CONTINUING WORKFORCE EDUCATION





These courses aim to empower you with the skills needed to succeed in a digital world. In today's changing landscape, you understand the importance of having technology skills needed to live, learn, and work in society. Collaborating with others and accessing information is increasingly more difficult if you don't have the digital skills required.

NO ORIENTATION OR BASIC SKILLS TEST REQUIRED.

DIGITAL LITERACY MICROSOFT OFFICE FUNDAMENTALS

THIS FACE-TO-FACE CLASS WILL HELP YOU GAIN THE KNOWLEDGE AND CONFIDENCE TO:

Use the Windows operating system.

Navigate the internet safely.

Manage files and folders on your computer.

Virtual conference with others.

Use basic email functions and much more.

You will also gain experience through hands-on practice to understand the fundamentals of Microsoft: Word, Excel, and PowerPoint.

MICROSOFT OFFICE SUITE

THIS ON-LINE CLASS WILL HELP YOU GAIN EXPERIENCE THROUGH:

Hands-on practice to understand the fundamentals of Microsoft programs

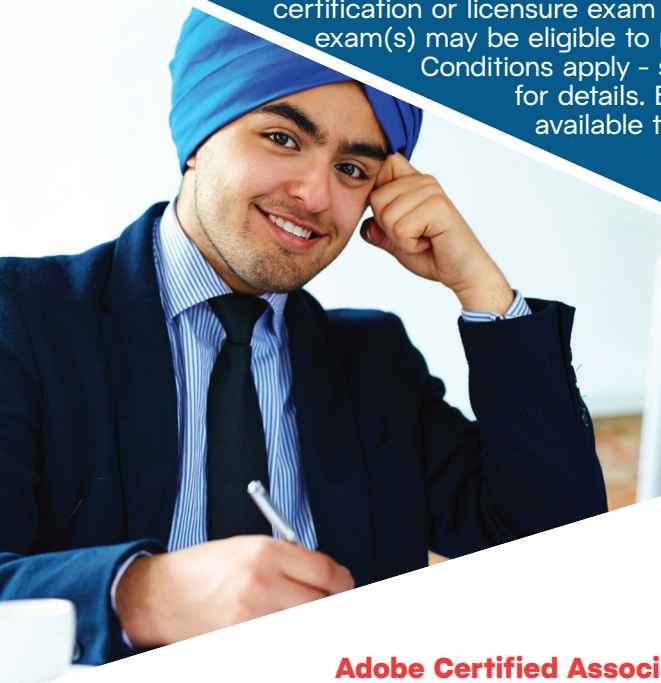
We will cover Word, Excel, and PowerPoint.

You will gain knowledge and confidence to successfully navigate and use the Microsoft 365 Suite.

Class meets 100% on line. Computer with Windows operating system required.

2026-2027
INDUSTRY CREDENTIALS IMPROVE YOUR CHANCES FOR EMPLOYMENT!

Students will be prepared to take an approved state and/or nationally recognized industry certification or licensure exam in their field of study. Students who take and pass their exam(s) may be eligible to receive reimbursement for the cost of their exam(s). Conditions apply - see your Certified School Counselor/Advisor for details. Below is a partial list of certifications available to ATC students. Please be advised that this list is subject to change.





Adobe Certified Associate (ACA)
Flash, Creative Cloud, Illustrator, InDesign, Photoshop, Dreamweaver, Premiere Pro

Automotive Service Excellence (ASE):
Individual Certified ASE Exams through Master Tech

Certified Clinical Hemodialysis Technician (CCHT)

Certified Clinical Medical Assistant (CCMA)

Certified Coding Associate (CCA)

Certified Coding Specialist (CCS)

Certified Dental Assistant (CDA)

Certified Drafter – Architecture (ADDA)

Certified EKG Technician (CET)

Certified Food Protection Manager (ServSafe®)

Certified Internet Web (CIW) JavaScript Specialist

Certified Legal Professional (CLP)

Certified Medical Administrative Assistant (CMAA)

Certified Nursing Assistant (CNA)

Certified Patient Care Technician (CPCT/A)

Certified Pharmacy Technician (CPhT)

Certified Registered Central Service Technician (CRCST)

Certified Solidworks Associate - Academic

Certified Solidworks Professional (CSWP)

CompTIA (Computer Technology Industry Association):
A+, Cybersecurity Analyst, Network+, Security+, Tech+

Entrepreneurship and Small Business (ESB)

EPA Section 608 Universal, R-410A

ESCO HVAC Excellence Employment Ready (ER):
Air Conditioning, Electric Heat, Electrical, Gas Heat, Heat Pump, Light Commercial Air Conditioning, Light Commercial Refrigeration

Florida Expanded Duties and Dental Radiography

Licensed Practical Nurse (LPN) (NCLEX)

Microsoft Certifications

NCCER:
Core, Carpentry I-4

NIMS: CNC Mill Operations

QuickBooks Certified User Online

American Welding Society
3G, 4G FCAW & 3G, 4G SMAW

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ATLANTIC TECHNICAL COLLEGE
2026-2027
SCHOOL CALENDAR

Career & Technical Education (CTE) Programs	Fall 2026		Winter 2027		Summer 2027
	Term 6 (43 days)	Term 7 (42 days)	Term 8 (50 days)	Term 9 (45 days)	Summer Term (42 days)
Re-Registration (Current Students)	July 1	N/A	December 1	N/A	May 1
Open Registration (New Students)	June 22	Ongoing	Ongoing	Ongoing	Ongoing
Term Begins	August 10	October 13	January 5	March 29	June 2
Early Release Days	October 9	December 18	February 12 March 18	April 30 May 28	None
School Closed	September 5 - 7 September 19 - 21	November 11 November 22 - 28 December 19 - January 3	January 16 - 18 February 13 - 15 March 10 March 20 - 28	May 29 - 31	July 2 - 4
Planning Day No Classes	October 12	November 3 January 4	March 19	June 1	August 2 - 6
Last Day of Term (Daytime)	October 9	December 18	March 18	May 28	July 30
Last Day of Term (Evening)	October 8	December 17	March 18	May 27	July 29

Pre-College Programs	Trimester A 2026 - 2027 (85 days)	Trimester B 2026 - 2027 (65 days)	Trimester C 2026 - 2027 (72 days)
Re-Registration (Current Students)	July 1	December 1	April 1
Open Registration (New Students)	Ongoing	Ongoing	Ongoing
Trimester Begins	August 10	January 5	April 19
Early Release Days	October 9 December 18	February 12 March 18	April 30 May 28
School Closed	September 5 - 7 September 19 - 21 November 11 November 22 - 28 December 19 - January 3	January 16 - 18 February 13 - 15 March 10 March 20 - 28	May 29 - 31 July 2 - 4
Planning Day No Classes	October 12 January 4	March 19	June 1 August 2 - 6
Last Day of Trimester (Daytime)	December 18	April 16	July 30
Last Day of Trimester (Evening)	December 17	April 15	July 29

INSTRUCTIONAL STAFF

Full-Time Instructional Staff

Aleman, Soraya
Director, Student Financial Services
CTE Teachers Certificate
Broward County, FL

Alleman, Philip
Drafting Teacher
Master's Degree
Florida International University, FL

Allen, Dana J.
Certified School Counselor
Master's Degree
Troy State University, AL

Armbrust, Mark
Automotive Service Technology Teacher
AS Degree/ASE Master Tech
Broward Community College, FL

Aurele, Jude
Adult General Education Teacher
Master's Degree
Plymouth State College, NH

Babcock, Peter
Culinary Arts Teacher
Master's Degree
Lynn University, FL

Barbieri, David
Culinary Arts Teacher
Bachelor's Degree
St. Johns University, NY

Berg, Deborah
Instructional Technology Teacher/Dept. Chair
Bachelor's Degree
University of South Florida, FL

Blackwin, Maureen
Practical Nursing Teacher
Master's Degree
University of Phoenix, AZ

Blaich, Kimberly
GED® Online Teacher
Master's Degree
Florida Atlantic University, FL

Bond, Daniel
Automotive Service Technology
Teacher/Department Chair
AS Degree/ASE Master Tech., L1
Broward Community College, FL

Bouqlata, Nabila
Director, Office of Student Affairs
Bachelor's Degree
Out-of-Country

Bowers, Andrea
Instructional Tech Support
Master's Degree
Florida International University, FL

Bowers, Christopher
Instructional Tech Support
Master's Degree
Barry University, FL

Bowling, Tiffany
Culinary Arts Teacher/Department Chair
Associate's Degree
Johnson & Wales University, FL

Brito, Bienvenida
Practical Nursing Teacher
Master's Degree
University of Phoenix, AZ

Brown, Peter
Instructional Tech Support
Master's Degree
Nova Southeastern University, FL

Bucknor Jr., Kelvie
Automotive Service Teacher
Vocational Certificate
Broward County, FL

Burdick, Cindy, PhD, NBCT
Certified School Counselor
Doctoral Degree
Capella University, MN

Carignan, Jeanine
Pre-College Academic Studies Teacher
Bachelor's Degree
Florida Atlantic University, FL

Castelli, Catherine
Teacher/Media Specialist
Master's Degree
Florida State University, FL

Chen, Shannon
Social Science Teacher
Master's Degree
Nova Southeastern University, FL

Chriswell, Antonia
Mathematics Teacher
Master's Degree
Florida International University, FL

Cicerale, Dominic
Electricity Teacher
Master Technician/Vocational Cert.
Broward County, FL

Cicos, John
Science Teacher
Bachelor's Degree
Florida International University, FL

Coke, Elaine
Practical Nursing Teacher/Dept. Chair
Master's Degree
University of Phoenix, AZ

Collier, Hallema
Magnet Coordinator
Master's Degree
Nova Southeastern University, FL

Covington, Kaysha
Admin./Legal Office Specialist Teacher
Master's Degree
Purdue University Global, FL

Curts, Leslie
Career Placement Facilitator
Bachelor's Degree
Viterbo University, WI

Cyr, Matthew
ESOL Teacher
Bachelor's Degree
Augustana College, IL

Dalachinsky, Philip
Instructional Tech Support
Master's Degree
Nova Southeastern University, FL

Dansky, Mary Catherine
Career Advisor
Master's Degree
Nova Southeastern University, FL

David, Justin
Information Technology Teacher
Bachelor's Degree
Florida Atlantic University, FL

De Los Santos, Gustavo
Computer Science
Bachelor's Degree
Syracuse University, NY

DePasse-Humphrey, Vania
Certified School Counselor
Master's Degree
Nova Southeastern University, FL

Dietz, Patricia
English Teacher
Bachelor's Degree
University of South Florida, FL

Donoso, Patricio
English Teacher
Bachelor's Degree
University of Central Florida, FL

Elifils, Yves
ESOL Teacher
Master's Degree
Florida International University, FL

Eloi, Ruth
Certified School Counselor
Master's Degree
St. Thomas University, FL

Ervin, Sandra
Medical Coder/Biller Teacher
Associate's Degree
Broward College, FL

Evangelista, Debra
ESE Specialist/Department Chair
Bachelor's Degree
St. Leo University, FL

Evans, Corinth, PhD
Medical Admin. Specialist Teacher
Doctoral Degree
Florida Atlantic University, FL

Farino, Roseanne
Apprenticeship Coordinator
Associates Degree
Broward College, FL

Finan, Kevin
Machining Teacher
Bachelor's Degree
Broward College, FL

Ford, Juanakee
Mathematics Teacher
Bachelor's Degree
Florida Atlantic University, FL

Fort, Kimberly
School Social Worker
Master's Degree
University of Buffalo, NY

Francios, Ruth
ESOL Teacher
Bachelor's Degree
Out-of-Country

Gauntlett, David
Technology Support Teacher
Bachelor's Degree
Florida Atlantic University, FL

Gause, Mary
Patient Care Technician Teacher
Master's Degree
University of Phoenix, FL

Glorioso, Laura
Work-based Learning Experiences Teacher
Bachelor's Degree
Southern New Hampshire Univ., NH

Goldberg, Stuart
Heating, Ventilation, AC/Refrigeration
Teacher
Vocational Certificate
Broward County, FL

Golding, Syreeta
Social Studies Teacher
Bachelor's Degree
Florida State Iniversity, FL

Gonzalez, Doris
Certified School Counselor
Master's Degree
University of Rochester, NY

Graham, Jerrion
Electicity Teacher
Vocational Certificate
Broward County, FL

Guenther, Judith
Pre-College Adademic Studies Teacher
Bachelor's Degree
Florida Atlantic University, FL

Hartwell, Michael
Auto Collision & Repair Teacher
ASE Master Tech. /
Vocational Cert.
Broward County, FL

Henry, Bernado
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Master's Degree
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Higueros, Analiz
Critical Thinking Teacher
Bachelor's Degree
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Hutchison, Michael
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Iamarino, Lisa
Central Sterile Processing Teacher
Vocational Certificate
Broward County, FL

Iyar, Chandrakasan
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Master's Degree
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Central Sterile Teacher/Department Chair
Bachelor's Degree
Clark Atlantic University, GA

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Broward County, FL

Jennings, Jennifer
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Department Chair
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Johnson, Donna
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Bachelor's Degree
McGill University, Canada

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Master's Degree
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Toyota TTEN Teacher
ASE Master Tech., L1/Adv.
Vocational Cert.
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Lucius, Gelin
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Lynch-Vidal, Nathalie
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Master's Degree
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Lyng, Maura
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Otero, Nahommy
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Pestano-Harte, Marilyn, Ed.D
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Rao, Anthony
Information Technology Teacher
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Broward County, FL

Reid, Dionne
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Master's Degree
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Reid, Juney
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Master's Degree
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Rodriguez, Elise
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Bachelor's Degree
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Rojas, Maria, DMD
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Doctoral Degree
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Aurele, James
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Bond, Crystal
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Brown, Monica
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Carroll, Lenny
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Simulation Technician
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Dorcin, Joriela
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University of Miami, FL

Edwards, Una, PhD
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Nova Southeastern University, FL

Elifils, Jean
ESOL Teacher
Master's Degree
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Fatal, Yoledine
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Keller Graduate School of Management, FL

Gehron, Matthew
Pre-College ESOL Teacher
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Florida Atlantic University, FL

Gibson-Castillo, Jennifer
Pre-College ESOL Teacher
Bachelor's Degree
Florida Memorial College, FL

Hepburn, Jamika
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Union Institute and University, FL

Hill, Debra
Court Reporting Teacher, CRI
Vocational Certificate
Broward County, FL

Jackson, Talia
ESOL Teacher
Master's Degree
American Intercontinental University, IL

Jean Charles, Josias
ESOL Teacher
Master's Degree
American Intercontinental University, D.C.

Johnson, Ambry
ESOL Teacher
Master's Degree
Florida Atlantic University, FL

Joseph, Rosie
ESOL Teacher
Master's Degree
College of New Rochelle, NY

McLean, Andrea
Pre-College ESOL Teacher
Master's Degree
Barry University, FL

McLeod, Lelieth
ESOL Teacher
Master's Degree
Pensacola Christian College, FL

Mezidor, Jeselaire
ESOL Teacher
Bachelor's Degree
Bethune Cookman College, FL

Mighty, Roseta
ESOL Teacher
Doctoral Degree
St. Thomas University, FL

Nagapen, Shavinda
Health Science Teacher
Vocational Certificate
Broward County, FL

Neiman Ackerman, Nelly
ESOL Teacher
Master's Degree
Lynn University, FL

Neira, Lida, PhD
ESOL Teacher
Doctoral Degree
Nova Southeastern University, FL

Nicholas, Jean
Health Science Teacher
Master's Degree
St. John University, NY

Norris, Daniel
Automotive Collision Teacher
Vocational Certificate
Broward County, FL

Previl, Dania
ESOL Teacher
Master's Degree
Barry University, FL

Rachels, Raphine
ESOL Teacher
Master's Degree
Florida Memorial College, FL

Richards, Nikera
ESOL Teacher
Master's Degree
Florida Memorial University, FL

Sanchez-Sosner, Inez
ESOL Teacher
Master's Degree
Florida Atlantic University, FL

Speziale, Jr., Curtis
ESOL Teacher
Bachelor's Degree
Florida Atlantic University, FL

St. Phard, JR., Jude
ESOL Teacher
Master's Degree
University of Phoenix, FL

Tobin, Linda
Academic Studies Teacher
Master's Degree
Florida Atlantic University, FL

Turner, Michelle
ESOL Teacher
Bachelor's Degree
Florida Atlantic University, FL

Vales, Magalit
ESOL Teacher
Bachelor's Degree
Tallahassee Community College, FL

Vilus, Evens
ESOL Teacher
Bachelor's Degree
Florida Atlantic University, FL

Vixamar, Myriam
ESOL Teacher
Master's Degree
Stephen F. Austin State University, TX

Washington, Dwayne
ESOL Teacher
Master's Degree

Wynter, Sonia
ABE Teacher
Master's Degree
Out of Country

ACCREDITATION & APPROVAL

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aseeducationfoundation.org

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coda.ada.org

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Tallahassee, FL 32399
850.245.0505
fldoe.org

FLORIDA DEPARTMENT OF VETERANS' AFFAIRS
Mary Grizzle State Office Building
11351 Ulmerton Road, #311-K
Largo, FL 33778
727.518.3202
floridavets.org

NATIONAL COURT REPORTERS ASSOCIATION (NCRA)
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Reston, Virginia 20191
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ncra.org

NATIONAL RESTAURANT ASSOCIATION EDUCATIONAL FOUNDATION (NRAEF)
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Washington, DC 20036
800.765.2122
chooserestaurants.org

PHARMACY TECHNICIAN CERTIFICATION BOARD (PTCB) EDUCATION/TRAINING PROGRAM
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Washington, DC 20037
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ATLANTIC TECHNICAL COLLEGE & TECHNICAL HIGH SCHOOL

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2026-2027





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