



# COURSE CATALOG

## 2024 - 2025

CAREERTEC programs explore content through real-world application and work-based learning experiences, including job shadows, guest speakers, internships, and dual credit, enabling pathways to certifications, degrees, and careers. Students must have credits indicating they are of junior or senior status when starting any program except NJROTC, which is for 9-12<sup>th</sup> graders.

Students are required to meet with the course instructor before acceptance into these specific programs:

- Health Occupations (HOYA)
- Computer Information Systems (CIS)
- Careers in Business (CIB)
- Cosmetology & Nail Tech

Students can apply for a CareerTEC class in January with our online application:

[https://docs.google.com/forms/d/e/1FAIpQLSe9GLv\\_mwX1v\\_KTtLw6oWSvZuY5ideFzjeQb7MMbOnYd24Mtg/viewform](https://docs.google.com/forms/d/e/1FAIpQLSe9GLv_mwX1v_KTtLw6oWSvZuY5ideFzjeQb7MMbOnYd24Mtg/viewform)

then register through their counselor at their local schools.

Program acceptance is based on student interest, attendance record, and grade point average of 2.0 or higher; however, students who do not meet these criteria may be accepted with CareerTEC and home school approval.

Students must be registered by **April 1** to be a guaranteed student; however, applications will be accepted beyond April 1 if seats are available and with instructor approval, if applicable.

In conjunction with CAREERTEC, Highland Community College offers dual credit opportunities for most programs, as noted in course descriptions.

### ATTENDANCE

**Students are expected to be in attendance according to each course location's calendar. Locations for each program are listed below and in descriptions. Start dates can be found at [www.careertec-il.org](http://www.careertec-il.org) in July of the upcoming school year.**

- Classes listed for FHS, St. John's, and Construction site follow the **CAREERTEC calendar**.
  - Careers in Auto Technology (CATS)
  - Careers in Business (CIB)
  - Computer Information Systems (CIS)
  - Construction Trades
  - Culinary Arts
  - Digital Design & Animation
  - Health Occupations (HOYA)
  - NJROTC
- Classes held at Highland Community College (HCC), taught by HCC staff, follow the **HCC calendar**.
  - Auto Mechanics HCC
  - Cosmetology
  - Nail Tech
  - Criminal Justice
  - Early Childhood Education (ECE)
  - Industrial Manufacturing

### FEES

- Fees for participation in all CAREERTEC programs are listed within each course description & are subject to change.
- All CAREERTEC required fees are to be paid by student/parent at home schools during local school registration.
- All Highland required fees are to be paid by the student/parent at the Highland business office before the first day of class. **A student must be registered as a HCC student before these fees can be paid.**
- **Applications for FEE WAIVERS are available at the local school.**
  - They must be completed and submitted DURING REGISTRATION AT THE LOCAL SCHOOL.
- Aquin students can take any CAREERTEC class and need to register as a part-time student with their local public-school district in accordance with their tuition payment agreement.

### BOOKS

*(All prices are approximate and are subject to change)*

- Information regarding books will be mailed to students during the summer
- MOST Highland classes require book purchase by the student  
Some dual credit classes at St. John's require book purchase by the student

## AGRICULTURAL SCIENCE & INDUSTRY CAPSTONE

<b>Level:</b>	11th & 12th grade
<b>Class Location:</b>	Highland Community College, Freeport
<b>Length:</b>	One-year, double period
<b>Time/Day:</b>	1:00-2:25 p.m., Mon. - Thurs.
<b>H.S. Credit:</b>	2 credits per year
<b>Post Sec Credit:</b>	Highland Community College - Dual Credit** 14 credits
<b>HCC Fees:</b>	\$0 <b>no fees for the FY25 school year due to HCC grant</b>
<b>Textbook Fees:</b>	\$0
<b>Calendar:</b>	This course follows the HCC calendar
<b>State Course ID:</b>	Sem1: 18051A002, 18307A002, Sem2: 18307A002, 18101A002

This Agriculture Capstone experience is for students interested in animals, plants, food, technology, mechanics, and the environment. The complete experience will result in the attainment of 14 college credits earned through a university transfer Animal Science course, a university transfer Crop Science course, and two Ag Industry Survey courses. All fees listed are approximate and are subject to change

### FALL SEMESTER

#### **AGRI 286: Crop Science (4 Credits)**

Classification, growth, reproduction, and utilization of crops are studied in this course. Environmental, physiological, and nutritional factors affecting plant growth are explored. Plant soil relationships and current crop research are introduced.

#### **AGOC 103: Ag Industry Survey – Animals and Technology (3 Credits)**

This course is composed of interactive experiences and career focused field trips that connect students to industry professionals and places of employment within the animal science and technology sectors of the agriculture industry. Students will learn about modern science and technology within the agriculture industry as they explore careers, discuss current events, and participate in laboratory activities.

### SPRING SEMESTER

#### **AGRI 186: Introduction to Animal Science (4 credits)**

The fundamentals of animal nutrition and management, ruminant and non-ruminant animal digestion, genetics of breeding and improvement, marketing livestock, handling of livestock products, and the physiology of animals are covered in this course.

#### **AGOC 102: Ag Industry Survey – Plants and the Environment (3 credits)**

This course is composed of interactive experiences and career focused field trips that connect students to industry professionals and places of employment within the plant, food, and environmental science sectors of the agriculture industry. Students will learn about modern science and technology within the agriculture industry as they explore careers, discuss current events, and participate in laboratory activities.

## CAREERS IN AUTO TECHNOLOGY & SERVICE I (CATS)



Level:	11 <sup>th</sup> and 12 <sup>th</sup> grade
Class location:	Freeport High School, Freeport
Length:	One-year, double period
Time:	7:30 - 9:00 a.m., Mon. - Fri.
H.S. Credit:	2 credits per year
Prerequisite:	9 <sup>th</sup> grade reading comprehension level, 8 <sup>th</sup> grade math skills level. Successfully passing Intro to Auto or instructor approval (placement test)
CAREERTEC Fees:	\$40 (includes lab fees, work book, and one issuance of eye protection, <u>to be paid by student/parent at High School</u> during registration)
Calendar:	This course follows the CAREERTEC calendar
State Course ID:	Sem1: 20106A001, Sem2: 20104A001

This course is a must for students with a desire to learn more about Auto Technology at an intermediate level. Working in the auto industry today is a big challenge. By developing entry-level diagnostic abilities (problem-based learning), the student will learn how and why a part or system works or doesn't work. Learning things by trial and error is inadequate and very time consuming; classroom assignments and lab activities are taught daily with problem-based situations being presented and solved using math, common sense, mechanical aptitude, and written documentation by the students. Units covered are lighting systems, starting and charging, suspension and steering, tires and brakes systems, application of precision electrical and mechanical measuring devices, engine disassembly and inspection, vehicle inspection and maintenance, fuel system delivery service and advanced fuel, ignition, and control systems for small engines.

Each student will be required to do class work which will consist of a workbook and text assignments along with the corresponding shop exercise in the required time frame. Each unit must be passed with a minimum proficiency level of 78%. Personal responsibility, professionalism along with workplace skills are stressed and graded in this course. The program requires students to be able to pass safety tests (w/100%) and procedures studied in the class and shop. Correct use of tools and equipment are studied and developed. Students will have the opportunity to participate in job shadowing and field trips based upon attendance and completed assignments. Participation as a coordinated interactive work team is stressed as students will be required to do managerial, customer relation, and use information technology regularly as it is applied to the automotive service industry. This course provides knowledge and experience to continue into the second year of this program which requires independent study.

All fees listed are approximate and are subject to change

## CAREERS IN AUTO TECHNOLOGY & SERVICE II (CATS II)



Level:	12 <sup>th</sup> grade
Class location:	Freeport High School, Freeport
Length:	One-year, double period
Time:	7:30 - 9:00 a.m., Mon. - Fri.
H.S. Credit:	2 credits per year
Prerequisite:	Completion of Careers in Auto Technology I with C or better and 95% attendance
CAREERTEC Fees:	\$40 (includes lab fees, work book, and one issuance of eye protection), <u>to be paid by student/parent at High School</u> during registration
Calendar:	This course follows the CAREERTEC calendar
Other:	Students are required to provide their own standard and metric ¼ drive socket sets and screw drivers, to be kept on site before being allowed to work in the lab.
State Course ID:	20104A002

This course is for students in 12<sup>th</sup> grade that have passed the first level the previous year. They will be required to perform specific repair and maintenance procedures on lab and live vehicles. These procedures will include writing invoices, performing the work, accessing needed repair information, and proving the repair fixed the problem. Assignments and lab activities are taught and applied on a regular basis within this course. In this level they will take the concepts learned the previous year and apply them regularly to develop proficiency for entering post-secondary education or the workforce. Students will have the opportunity to participate in job shadowing and field trips in this program based upon attendance and completed assignments. Workplace skills are taught in class and practiced at prospective places of employment and job shadowing sites. Units covered are: Safety (100% passing grade requirement), review of level 1 curriculum, reconstruction of vehicle systems as a working lab model and use of computers for documentation and recording. Systems not covered previously such as welding, axles, clutches are also part of this course. I.C.E., E.V. (internal combustion, electric and alternatively fueled) are included. Each unit must be passed with a minimum proficiency level of 78%.

All fees listed are approximate and are subject to change



## **CAREERS IN BUSINESS (CIB) year 1**

Level:	11 <sup>th</sup> and 12 <sup>th</sup> grade
Class Location:	St. John Church, Freeport
Time:	7:30 - 9:00 a.m. & 1:00 - 2:30 p.m., Mon. - Fri.
Length:	One-year, double period
H.S. Credit:	2 credits per year
Post Sec Credit:	Highland Community College - Dual Credit **9 credits
Prerequisites:	Meeting with instructor, minimum GPA, good attendance, and business/computer-orientation class (if offered), are required for acceptance into this program
CAREERTEC Fees:	\$25, to be paid by student/parent at High School during registration
HCC Fees:	\$30 registration fee per school year, <u>to be paid by student/parent at HCC</u>
Calendar:	This course follows the CAREERTEC calendar
State Course ID:	Sem1: 12009A001/12103A001, Sem2: 10005A001

**Careers in Business (CIB)** is a program offering 9 dual credits (college credit) during year one and introduces a variety of business concepts and applications. Additionally, job shadowing opportunities, guest speakers and field trips reinforce the areas students have studied within the business career clusters.

### **Curriculum:**

- Money Management
  - Investing & Saving
  - Banking & Credit
  - Insurance, Taxes, Home Ownership
  - Entrepreneurship Basics
- Communication Skills
  - Business Presentations
  - Business Writing (Letters/Memos)
  - Resumes
- College Exploration & Career Planning
- Microsoft Word, Excel and PowerPoint
- Stock Market Game
- Job Shadowing
- Interviewing Skills

### **Dual Credit Business Courses:**

- Business Communications BUSN141
- Math of Business BUSN125
- Microsoft Excel INFT 140
- Microsoft Word INFT131
- Microsoft PowerPoint INFT135

All accepted students will attend a mandatory orientation meeting prior to the start of classes.

All fees listed are approximate and are subject to change

## **CAREERS IN BUSINESS II (CIB)**

Level:	12 <sup>th</sup> grade
Class Location:	Internship sites
Time:	8 hours weekly; schedules determined by instructor, student and mentor
Length:	One-year, double period
H.S. Credit:	2 credits per year
Post Sec Credit:	Highland Community College - Dual Credit **2-4 credits
Prerequisites:	Completion of CIB year 1 with C or better and 95% attendance
HCC Fees:	\$15 registration fee per school year, <u>to be paid by student/parent at HCC</u>
Calendar:	This course follows the CAREERTEC calendar
State Course ID:	12098A002/12148A003



After successfully completing CIB 1, students in CIB 2 will have an internship where they gain valuable experience outside of the classroom setting. *Transportation to and from the internship placement is the responsibility of the intern. Finding an internship is also the responsibility of the student.*

All fees listed are approximate and are subject to change

## **COMPUTER INFORMATION SYSTEMS I (CIS)**

Level:	11 <sup>th</sup> and 12 <sup>th</sup> grades
Class Location:	St. John Church, Freeport
Time:	7:30 - 9:00 a.m. & 1:00 - 2:30 p.m., Mon. - Fri.
Length:	One-year, double period
H.S. Credit:	2 credits per year
Post Sec Credit:	Highland Community College - Dual Credit ** 6 credits
Prerequisite:	Business/Computer orientation class, if offered. Completed application and meeting with instructor required for acceptance into this program
CAREERTEC Fees:	\$244, <u>to be paid by student/parent at High School</u> during registration
HCC Fees:	\$30 registration fee per school year, <u>to be paid by student/parent at HCC</u>
Textbook Fees:	NA (provided through coursework software/materials)
Optional Fees:	Student is responsible for any certification retake testing fees
Calendar:	This course follows the CAREERTEC calendar
State Course ID:	10252A001



CIS I prepares the student to be able to identify every component in as well as disassemble and reassemble troubleshoot computers. Students will set up operational and security procedures. The student will learn how to configure and troubleshoot Windows and Linux operating systems. The student will install, upgrade, or repair microcomputers, peripheral devices, including but not limited to Raspberry Pi and Nvidia Jetson Nano devices. In addition, the student will be introduced to the Cisco Networking Academy, Packet Tracer Networking, and Cyber Security. Successful completion of this course will allow students the opportunity to test for A+ certification. Dual credits at HCC: INFT 182: Microcomputer Hardware, INFT 282: A+.

All accepted students will attend a mandatory orientation meeting prior to the start of classes.

All fees listed are approximate and are subject to change

## **COMPUTER INFORMATION SYSTEMS II (CIS)**

Level:	12 <sup>th</sup> grade
Class Location:	St. John's Church, Freeport
Time:	7:30 - 9:00 a.m. & 1:00 - 2:30 p.m., Mon. - Fri.
Length:	One-year, double period
H.S. Credit:	2 credits per year
Post Sec Credit:	Highland Community College - Dual Credit** approximately 6-8 credits
Prerequisite:	Completion of CIS I with C or better and 95 % attendance, completed application and meeting with instructor required for acceptance into this program
CAREERTEC Fees:	\$454, <u>to be paid by student/parent at High School</u> during registration
HCC Fees:	\$30 registration fee per school year, <u>to be paid by student/parent at HCC</u>
Textbook Fees:	NA (provided through coursework software/materials)
Optional Fees:	Student is responsible for any certification retake testing fees
Calendar:	This course follows the CAREERTEC calendar
State Course ID:	Sem1: 10102A001, Sem2: 10102A002



CIS II provides troubleshooting and workplace skills that prepare a student toward success in the computer field while getting college credit and industry-recognized certification exams. Students will have access to simulators (Cisco Packet Tracer) and get hands-on-experience working with real Cisco switches, routers, and ASA's. The year is designed to prepare you to pass the Cisco Certified Network Associate Exam. This certification is recognized world-wide and prepares the student for the troubleshooting skills that are in demand in today's workforce. Dual credits at HCC: INFT 284: Net +, and OCED 290:

Workplace Experience. Successful completion of this course will allow students the opportunity to test for Net+ certification.

All accepted students will attend a mandatory orientation meeting prior to the start of classes.

All fees listed are approximate and are subject to change

## **CONSTRUCTION TRADES I**

Level:	11th and 12th grades
Class Location:	Freeport High School shop, by tennis courts / Construction Site
Time:	7:30 - 9:00 a.m., Mon. - Fri.
Length:	One-year, double period
H.S. Credit:	2 credits per year
Prerequisite:	Knowledge of fractions and decimals
CareerTEC Fees:	<u>\$50 to be paid by student/parent at High School</u> during registration
Calendar:	This course follows the CAREERTEC calendar
State Course ID:	17002A001



Learn to build and/or remodel a house! Construction Trades Youth Apprenticeship Year I provide hands-on introductory construction skills to students interested in the building industry. Students learn all aspects of construction with in shop and on-site projects. Students receive OSHA safety training within the first 2 weeks of class. Construction careers explored include carpenter, electrician, plumber, heating, and air conditioning technician, dry-walling, construction technician as well as manager and architect. With the support of area industries, this course is an important first step toward success within the construction trades industry.

All fees listed are approximate and are subject to change

## **CONSTRUCTION TRADES II**

Level:	12 <sup>th</sup> grade
Class Location:	Freeport High School shop, by tennis courts/ Construction Site
Time (option 2):	7:30 - 9:00 a.m., Mon. - Fri.
Length:	One-year, double period
H.S. Credit:	2 credits per year
Prerequisite:	Successful completion of CTYA I with a C or above and 95% attendance
CareerTEC Fees:	<u>\$50 to be paid by student/parent at High School</u> during registration
Calendar:	This course follows the CAREERTEC calendar
State Course ID:	17002A002



Students continue in the hands-on-program described in Year I to learn more advanced skills used in the construction trades industry and possibly become a foreman on the Construction Trades job site.

Opportunity to earn OSHA 10-hour Construction certification.

All fees listed are approximate and are subject to change

## COSMETOLOGY I (COSMO I)

Level:	11 <sup>th</sup> and 12 <sup>th</sup> grade
Class Location:	Highland Community College, Freeport
Time:	7:30 – 9:00 a.m., Mon. - Fri.
Length:	One-year, double period
H.S. Credit:	2 credits per year
HCC Credit:	Highland Community College - Dual Credit** 6 credits
Prerequisite:	8 <sup>th</sup> grade reading level and meeting with instructor required for acceptance into this program
HCC Fees:	\$798 (\$80 black scrubs, black socks, black shoes, \$250 basic student kit and \$120 course fee, \$318 tech & activity fees, \$30 registration fee per school year), <u>to be paid by student/parent at HCC</u>
Textbook Fees:	Approximately \$549.50 textbook bundle and study guide
Calendar:	This class follows the HCC calendar
State Course ID:	19101A001

Students will identify safety and decontamination procedures required for safety and sanitary customers services in the cosmetology industry. Students will identify hair anatomy and disorders as well as perform shampooing and conditioning the hair and scalp. Students will identify and demonstrate skills in basic hair design such as finger waving, pin curls and rollers. Students will perform basic lab services on mannequins and clientele.

Course content covers COSM 121.

All accepted students will attend a mandatory orientation meeting prior to the start of classes.

All fees listed are approximate and are subject to change

## COSMETOLOGY II (COSMO II)

Level:	12 <sup>th</sup> grade
Class Location:	Highland Community College, Freeport
Time:	1:00 - 2:30 p.m., Mon. - Fri.
Length:	One-year, double period
H.S. Credit:	2 credits per year
Post Sec Credit:	Highland Community College - Dual Credit** 6 credits
Prerequisite:	Completion of Cosmetology I with a C or better and 95% attendance rate
HCC Fees:	\$593 (\$120 course fee, \$120 manikins, \$318 tech & activity fees, \$30 registration fee per school year), <u>to be paid by student/parent at HCC</u>
Textbook Fees:	Use book from year 1
Calendar:	This course follows the HCC calendar
State Course ID:	19101A002

Students will demonstrate skill in thermal pressing. Students will learn and demonstrate various braiding techniques. Students will understand the communication on client consultations. Students will learn and perform manicuring and pedicuring and perming. Students will identify different hair cutting strategies and will perform various haircuts on men, women and children. Course content covers COSM 122.

All fees listed are approximate and are subject to change

## CRIMINAL JUSTICE

Level:	11 <sup>th</sup> & 12 <sup>th</sup> grade
Class Location:	Highland Community College, Freeport
Time:	7:30 - 9:00 a.m., Mon. - Thurs.
Length:	One-year, double period
H.S. Credit:	2 credits per year
Post Sec Credit:	Highland Community College - Dual Credit** 12 credits
HCC Fees:	\$691 (\$636 tech & activity fees + \$25 Info Tech Fee, \$30 registration fee per school year), <u>to be paid by student/parent at HCC</u>
Textbook fees:	\$300 - \$400
Calendar:	This course follows the HCC calendar
State Course ID:	Sem1: 10003A001/04165A001, Sem2: 10020A001/15052A001



The Criminal Justice program will provide foundational courses in a variety of career pathways, including law enforcement, crime scene investigators, corrections, lawyers, probation and parole officers, security, parks, and wildlife, cybersecurity, and social work. The Introduction to Criminal Justice course will provide the student with a general overview of criminal justice in the United States through its historical and philosophical development. This survey and analysis reveal the integrated elements of the larger system. In the Introduction to Corrections course will provide the student with a general overview of the historical development of punishment and treatment in correctional systems in the United States. Topics may vary but include principles and techniques used by institutions that incarcerate, sentencing, rehabilitation, monitoring, the corrections workforce, community corrections, re-entry, and relevant matters of constitutional law.

Students will also learn about computer systems, networking, enterprise level technology, business computer applications, programming concepts, computer security and digital ethics. Software projects will be completed throughout the semester to further assess students' knowledge and use of digital tools. Students will build upon this foundational knowledge and receive introductory concepts related to cybercrime and cybersecurity throughout the semester. Dual Credit at HCC: CJS 101, CJS 102, CJS 103, and INFT 180.

***If student does not pass 1<sup>st</sup> semester they may be dropped from 2<sup>nd</sup> semester.***

All accepted students will attend a mandatory orientation meeting prior to the start of classes.

All fees listed are approximate and are subject to change

## CRIMINAL JUSTICE II

Level:	12 <sup>th</sup> grade
Class Location:	Highland Community College, Freeport
Time:	1-2:30 p.m. Mon. - Thurs. Some courses may be offered online.
Length:	One-year, double period
H.S. Credit:	2 Credits per year
Post Sec Credit:	Highland Community College – 7-10 Dual Credit** credits
Prerequisite:	Completion of Criminal Justice I with a C or better and 95% attendance rate
HCC Fees:	\$612 (\$ 540 tech & activity fees, \$2 course fee, \$30 registration fee per school year), <u>to be paid by student/parent at HCC</u>
Textbook fees:	\$300-\$400
Calendar:	This course follows the HCC calendar
State Course ID:	Sem1: 15051A007/15056A001, Sem2: 08155A001/15057A001



The Criminal Justice II program offers an opportunity to study and examine criminology, which is a subfield of sociology that focuses upon crime, law, and social control within the context of social organization and culture. Additionally, students will have the opportunity to study criminal investigations. This course provides students with a practical working knowledge of criminal investigation principles, techniques, law, and procedures. Students will learn about the investigative process from basic theoretical concepts to the application of elements for prosecution of specific criminal offenses. Topics include a study of crime-scene investigation, interrogation, burglary, assault, sex crimes, death cases, homicide and murder, organized crime, and terrorism.

In the spring semester, students will focus on independent work toward Physical Fitness 1 and an 8-week online course of First Aid, required courses for degree programs. Additionally, students will learn about the justice system and juvenile crime. Students will develop an understanding of the history of the special social category of juvenile delinquency and the dispensing of juvenile justice in the United States. The evolution of theories and dominant social conceptions are then correlated with practical police, judiciary, and correctional practices. Some courses may be in an online format. Dual Credit at HCC: CJS 201, 202, 205, HLTH 212 (First Aid), and PHYD 121 (Physical Fitness).

***If student does not pass 1<sup>st</sup> semester they may be dropped from 2<sup>nd</sup> semester.***

All fees listed are approximate and are subject to change



## CULINARY ARTS I

Level:	11 <sup>th</sup> and 12 <sup>th</sup> grade
Class Location:	St. John Church, Freeport
Time:	7:30 - 9:00 a.m., 9:20 - 10:50 a.m., & 1:00 - 2:30 p.m., Mon. - Fri.
Length:	One-year, double period
H.S. Credit:	2 credits per year
Post Sec Credit:	Highland Community College - Dual Credit** 1 credit
CAREERTEC Fees:	\$75 (\$25 lab fees, \$20 textbook rental, \$30 chef jacket), to be <u>paid by student/parent at High School</u> during registration
Optional HCC Fees:	\$15 registration fee Spring semester, <u>to be paid by student/parent at HCC</u>
Calendar:	This course follows the CAREERTEC calendar
State Course ID:	Sem1: 16052A001, Sem2: 16055A001



Culinary Arts I teaches practical culinary skills and knowledge including knife skills, cooking techniques, baking essentials, industry guidelines, international cuisine, and terminology needed for the development of food service competencies and workplace skills. The majority of the class is spent in the kitchen applying culinary skills through daily-cooking lab activities (you get to eat what you cook). Food sanitation and classroom application will prepare students for an industry-recognized sanitation exam. Additional content includes professionalism, kitchen essentials, basic and advanced food preparation, food service equipment, management essentials, and building a successful career in the industry. Students will be provided training opportunities on commercial equipment. Dual credits at HCC: Food Sanitation Certification, HMEC 192.

All fees listed are approximate and are subject to change

## CULINARY ARTS II

Level:	12 <sup>th</sup> grade
Class Location:	Internship sites
Time:	Varies dependent on internship agreement
Length:	One-year, double period
H.S. Credit:	2 credits per year
Post Sec Credit:	Highland Community College - Dual Credit** 1-3 credits
Prerequisite:	Successful completion of Culinary Arts I with a C or better, 95% attendance and instructor approval
Optional HCC Fees:	\$15 registration fee Spring semester, <u>to be paid by student/parent at HCC</u>
Calendar:	This course follows the CAREERTEC calendar
State Course ID:	16098A001



Culinary Arts II is an internship-based program designed to prepare students for an occupation in the food service industry. Students do not meet in a typical classroom setting. Students complete four internships, one each quarter, at a variety of food businesses. The course places special emphasis on developing real-world culinary skills, including design and organization of food service systems in a variety of settings, human relations, and personnel training and supervision. Additional topics include food cost accounting, taking inventory, advertising, monitoring consumer and industry trends, and individualized mastery of culinary techniques. *Students will be responsible for transportation to and from internship sites.* Dual credit at HCC possible: OCED 290 (Workplace Experience)

All fees listed are approximate and are subject to change

## **EARLY CHILDHOOD EDUCATION I**

Level:	11 <sup>th</sup> and 12 <sup>th</sup> grade
Class Location:	Highland Community College, YMCA Early Learning Center, or home school district preschool
Time:	7:30 – 9:00 a.m. Mon. – Thurs.
Length:	One-year, double period
HS Credit:	2 credits
Post Sec. Credit:	Highland Community College – Dual Credit **6 credits
HCC Fees	\$348 (\$318 tech & activity fees, \$30 registration fee per school year), <u>to be paid by student/parent at HCC</u>
Textbook fees:	Approx. \$60
Calendar:	This course follows the HCC calendar
State Course ID:	19052A001



This program allows students to work directly with children from birth through second grade while earning college credit! Students can begin working toward Early Childhood Educator Gateways to Opportunities Credential Level 2 while spending time in early childhood settings with children. This credential makes students eligible for the Gateways to Opportunities Scholarships.

Dual credit at HCC year 1: ECE 121: Introduction to Early Childhood; ECE 123: Health Safety & Nutrition of the Young Child, 6 total credits.

All accepted students will attend a mandatory orientation meeting prior to the start of classes.

All fees listed are approximate and are subject to change

## **EARLY CHILDHOOD EDUCATION II**

Level:	12 <sup>th</sup> grade
Class Location:	Highland Community College, YMCA Early Learning Center, or home school district preschool
Time:	7:30 – 9:00 a.m. Mon. – Thurs.
Length:	One-year, double period
HS Credit:	2 credits per year
Post Sec. Credit:	Highland Community College – Dual Credit **8 credits
HCC Fees:	\$484 (\$424 tech & activity fees, \$30 registration fee per school year, \$30 college certificate graduation, <u>to be paid by student/parent at HCC</u>
Textbook fees:	Use book from Year 1
Calendar:	This course follows the HCC calendar
State Course ID:	Sem1: 19153A001, Sem2: 19198A002



Dual credit year 2: ECE 122: Child Growth and Development and ECE 203, Home School, & Community Relations in Early Childhood and Practicum. Students will also work toward Early Childhood Educator Gateways to Opportunities Credential Level 2 while spending time in early childhood settings with children. This credential makes students eligible for the Gateways to Opportunities Scholarships.

Hybrid Schedule: Monday and Wednesday class 7:30-9 a.m., Tuesday, and Thursday, YMCA Early Learning Center or child care center working with children, also 7:30 - 9:00 am. Some coursework will be online, while other coursework will be during class Mondays.

All fees listed are approximate and are subject to change

All accepted students will attend a mandatory orientation meeting prior to the start of classes.

## **DIGITAL DESIGN AND ANIMATION I**

Level:	11 and 12 <sup>th</sup> grade
Class Location:	Freeport High School, Freeport
Time:	7:30 - 9:00 a.m., Mon. - Fri.
Length:	One-year, double period
H.S. Credit:	2 credits per year
Prerequisite:	Knowledge of the fundamentals of design
CAREERTEC Fees:	\$30, <u>to be paid by student/parent at High School</u> during registration
Calendar:	This course follows the CAREERTEC calendar
State Course ID:	11155A001



This course is designed to provide students with the skills needed for a career in the fields of advertising, commercial art, graphic design, animation, and graphic illustrator. Students learn to apply artistic design and layout principles along with text, graphics, drawing, rendering, sound, video, and 2D/3D animation integration to develop various print, video, and digital products. Students use hardware and software programs to create, manipulate, color, paint, and layer scanned images, computer graphics, and original artwork. Students use hardware and software to capture, edit, create, and compress audio and video clips. Students use animation and 2D/3D hardware and software to create animated text, graphics, and images. Students apply artistic techniques to design and create advertisements, displays, publications, technical illustrations, marketing brochures, logos, trademarks, packaging, video graphics, animations, and computer-generated media.

Students will use Adobe Photoshop, Illustrator, Premiere Pro, After Effects, Toon Boom Animation, among other tools in the development of their projects.

All fees listed are approximate and are subject to change

## **INTERACTIVE DESIGN AND ANIMATION II**

Level:	12 <sup>th</sup> grade
Class Location:	Freeport High School, Freeport
Time:	7:30 - 9:00 a.m., Mon. - Fri.
Length:	One-year, double period
H.S. Credit:	2 credits per year
Prerequisite:	Completion of Graphic Design I with C or better and interview with Instructor
CAREERTEC Fees:	\$30, <u>to be paid by student/parent at High School</u> during registration
Calendar:	This course follows the CAREERTEC calendar
State Course ID:	05252A001



Interactive Design and Animation course will explore the creative, technical, and conceptual aspects of designing and producing interactive media arts experiences, products, and services, including reactive (sensory-based devices) and interactive technologies, 3D game mechanics, 2D/3D animation, interface design, mobile device applications, social media-based and web multimedia, physical spaces, augmented reality, and/or virtual reality. Topics may include aesthetic meaning; artistic, design and technical methods and practices; story and audience engagement; analysis and media literacy; construction, development, processing, modeling, simulation, and programming of interactive experiences; their transmission, distribution, placement and marketing; and contextual, cultural, and historical aspects and considerations. The course will emphasize the development of digitally generated and/or computer-enhanced media in the creation of your interactive and/or animated projects.

Students will use Adobe Photoshop, Illustrator, Premiere Pro, After Effects, Toon Boom Animation, Unity, Blender, Autodesk products, among other tools in the development of their projects.

All fees listed are approximate and are subject to change

## HCC AUTO MECHANICS I

Level:	11 <sup>th</sup> and 12 <sup>th</sup> grade
Class Location:	Highland Community College, Freeport
Time:	12:30- 4:30p.m., Mon. - Thurs.
Length:	One-year
H.S. Credit:	2 credits per year
Post Sec. Credit:	Highland Community College - Dual Credit** 23 credits
Tuition:	Approximate out of pocket tuition cost to student \$1,661
HCC Fees:	\$1,720 (\$385 course fee, \$1,305 tech & activity fees, \$30 registration fee per school year), <u>to be paid by student/parent at HCC</u> . Students may purchase tools through a rent to own program at HCC at a cost of approx. \$1,125 per semester. Students may also rent tools while in class <u>to be paid by student/parent at HCC</u>
Textbook fees:	\$200
Calendar:	This course follows the HCC calendar
State Course ID:	20104A001



If you're serious about becoming a certified auto mechanic, look into this course. Auto Mechanics I is a dual-credit program earning college credit hours as well as high school credits. Students are expected to have math and reading skills sufficient to understand the technical terminology presented in the textbooks. This program prepares students for employment with hands-on experience in the areas of vehicle service and inspections, brakes, manual transmissions, and drivetrains, basic electrical (electrical circuits, batteries, starters, alternators) suspension & alignments, and engine mechanical repair. **Students are responsible for any tuition and fees beyond \$906 per semester.** Students are also responsible for purchase of required textbooks (approx. \$150-\$200) and tools (contact HCC for options and cost). Students will earn Highland Community College credits toward an Associate of Applied Science degree. Dual credit at HCC: AUTM 111, 113, 115, 120, 122, 124, 138

This is an ASEEF accredited course. Various ASE Certifications may be earned after completing 2 years of automotive courses.

All accepted students will attend a mandatory orientation meeting prior to the start of classes.

All fees listed are approximate and are subject to change

## HCC AUTO MECHANICS II

Level:	12 <sup>th</sup> grade
Class Location:	Highland Community College, Freeport
Time:	7:30 - 11:30 p.m., Mon. - Thurs.
Length:	One-year
H.S. Credit:	2 credits per year
Post Sec. Credit:	Highland Community College - Dual Credits** 25 credits
Prerequisite:	Successful completion of Auto Mech. I with C or better and 95% attendance
Tuition:	Approximate out of pocket tuition cost to student \$2265
HCC Fees:	\$1,882 (\$440 course fees, \$1,412 tech & activity fees, \$30 registration fee per school year), <u>to be paid by student/parent at HCC</u>
Textbook Fees:	Students may purchase tools through a rent to own program at HCC at a cost of approx. \$1,125 per school year <u>to be paid by student/parent at HCC</u> Same textbook as Yr. 1, continuation of payments on tool set purchased through HCC <u>to be paid by student/parent at HCC</u>
Calendar:	This course follows the HCC calendar
State Course ID:	20104A002



Dual Credit Auto Mechanics II is a continuation of courses leading to an Assoc. of Applied Science Degree. This program prepares students for employment in the areas of computerized engine controls, air conditioning, automatic transmissions, and body control systems. **Students are responsible for any tuition and fees beyond \$906 per semester.** Additional college credits are necessary to complete the AAS degree program. Dual credits at HCC: AUTM 231, 233, 235, 237, 238, 240, 242, 248. This is an ASEEF accredited course. Various ASE Certifications may be earned after completing 2 years of automotive courses.

All accepted students will attend a mandatory orientation meeting prior to the start of classes.

All fees listed are approximate and are subject to change

## HEALTH OCCUPATIONS YOUTH APPRENTICESHIP I (HOYA I)

Level: 11<sup>th</sup> and 12<sup>th</sup> grades  
Class Location: St. John Church, Freeport  
Time: 7:30 - 9:00 a.m., 9:20 - 10:50, & 1:00 - 2:30 p.m., Mon. - Fri.  
Length: One-year, double period  
H.S. Credit: 2 credits per year  
Post Sec Credit: Highland Community College – Dual Credit\*\* 8 credits



Prerequisite: (Eight credits for students successfully completing the C.N.A. theory and clinical training) Keyboarding skills, immunization documentation, and meeting with instructor required for acceptance into this program, satisfactory completion of Algebra 1, and have at least an 8<sup>th</sup> grade reading ability, which will be confirmed through Accuplacer exam score of at least 220. Students must have a social security number or ITIN number on the first day of class to be eligible for state CNA exam. NO exceptions per Illinois Public Health regulations.

CAREERTEC Fees: \$194 (\$80 drug screen, \$20 workbook, \$25 Textbook rental, \$6 name tag, \$22CPR, \$41 scrub uniform), to be paid by student/parent at high school during registration. In the event of a non-negative drug screen, the student will be assessed an additional fee of \$26 for the screen to be sent to an independent lab.

HCC Fees: \$15 registration fee for spring semester to be paid by student/parent at HCC

Optional Fees: \$85 CNA state testing fee to be paid by student/parent during state testing registration after completing course. Students may purchase their textbook for replacement cost

Calendar: This course follows the CAREERTEC calendar

State Course ID: Sem1: 14002A002, Sem2: 14051A001

Healthcare is the largest growing industry globally. Doctors, nurses, lab technicians, respiratory techs, occupational and physical therapists, surgical assistants and traveling health care personnel are needed nationwide. HOYA I provides a comprehensive exploration into health-care occupations and provides foundational skills and broad-based training in a variety of careers in the health-care field. Classroom academics will be combined with introductory on-site visits of numerous health careers As in the aspect of job shadows The course is designed to help prepare students for more in-depth post-secondary study toward a particular career in health care. **Students will need the 2 step TB test or lab test and proof of Hepatitis B vaccination. To participate in the CNA training, students will need a social security number or ITIN number on the first day of class and a state issued photo ID, further information will be provided.**

\* TB test can be obtained at the county health department at their current rate. Appointments should be made.

Students are offered the opportunity to receive CNA (Certified Nursing Assistant) training 40 hours of clinical training will be done in the evenings or weekends, during the course of the year. Students that pass the theory and clinical portion with an 80% or better may sit for the State certification exam in late May and early June to be given at Highland Community College. Aligning with health-care standards, students will be subject to random and reasonable suspicion of alcohol and drug screenings; students will be removed from the program if they test positive.

Suggested preparatory courses include Algebra I, computer literacy, keyboarding skills, strong science background, competent writing skills, and a strong interest in health-related careers. Students may be responsible for their own transportation to and from Job Shadow sites, clinical sites, community service activities and some field trips. Dual credit at HCC: NURS 091.

All accepted students will attend a mandatory orientation meeting prior to the start of classes.

All fees listed are approximate and are subject to change

## HEALTH OCCUPATIONS YOUTH APPRENTICESHIP II (HOYA II)

Level:	12 <sup>th</sup> grade
Class Location:	Internship site & St. John Church every Mon., Tues. Wed., 1:00 - 2:30 p.m.
Length:	One-year, double period
H.S. Credit:	2 credits per year
Post Sec Credit:	Highland Community College - Dual credit** - 5 total – 2 credits after passing Health Care Delivery final exam and 3 credits after passing Medical Terminology exam
Prerequisite:	Completion of HOYA I with C or better and 95% attendance, and attainment of work site placement
CAREERTEC Fees:	\$196 (\$46 textbook rental, \$70 workbook, \$80 drug test), <u>to be paid by student/parent at High School</u> during registration. In the event of a non-negative drug screen, the student will be assessed an additional fee of \$26 for the screen to be sent to an independent lab.
HCC Fees:	\$15 registration fee for Spring semester, <u>to be paid by student/parent at HCC</u>
Calendar:	This course follows the CAREERTEC calendar
State Course ID:	Sem1: 14154A001, Sem2: 14098A005/14998A002



HOYA II is a combination of on-site clinical work experiences and academics that are required to enter a particular health career or health-industry area. Student will interview and work on-site with a professional for an average of eight hours per week to total 128 hours per semester and a cumulative total of 255 during the entirety of course. Additional time is spent on academics that enable the student to pursue a post-secondary degree or certification in the health-care field. Students will study Medical Terminology as well as explore national and regional practices of health care. This will include not only careers in healthcare, but projections of health-care needs locally as well as globally, access to health-care advocacy for health programs, managing the delivery of health services, diverse populations served in healthcare and the challenges involved, and an overview of changing health-care behaviors. Students will work actively with community resources while studying national and global behaviors in comparison. Students will meet Monday through Wednesday in the classroom from 1-2:30 for academic instruction. **Students will need the one step TB test before class begins.** \*TB test or lab test can be done at the Health Department for a fee. Appointments should be made. Aligning with health-care standards, students will be subject to random and reasonable suspicion of alcohol and drug screenings; students will be removed from the program if they test positive. Students study Medical Terminology and Health Care Delivery and upon successful completion of the exam will earn college credits through HCC: NURS 117 and HLTH 101. *Students must provide their transportation to and from the internship work site, community service activities and possibly to the classroom and the work site.*

All fees listed are approximate and are subject to change

## INDUSTRIAL MANUFACTURING I

Level:	11 <sup>th</sup> & 12 <sup>th</sup> grade
Class Location:	Highland Community College, Freeport
Time:	7:30 - 9:00 a.m., Mon. - Thurs.
Length:	One-year, double period
H.S. Credit:	2 credits per year
Post Sec. Credit:	Highland Community College Dual Credit** 12 credits
HCC Fees:	\$841 - \$1050 (\$295 course fees & tools, \$636 tech & activity fees, \$30 registration fees per school year. Students must purchase tools at a cost of \$160 included in course fees), <u>to be paid by student/parent at HCC</u>
Textbook fees:	\$195-\$303 textbook bundle
Calendar:	This course follows the HCC calendar
State Course ID:	Sem1: 13207A003/21102A002, Sem2: 13207A001/21106A001



This program develops the basic academic and technical skills students must acquire to pursue a career in welding, CAD, or manufacturing. These skills will be developed in the areas of Shielded Metal Arc Welding, Gas Metal Arc Welding, 2D CAD (Computer Aided Drafting), and 3D CAD and Parametric Modeling. Upon completion of these courses, the student will be able to use a fusion process to join (weld) two pieces of metal by applying intense heat to melt the edges of metal so they fuse permanently. Students will also determine the welding process best suited for the metals being fused. Additionally, students will learn to create basic 2-dimensional CAD drawings complete with multiple views and dimensions. An emphasis will be placed on drafting fundamentals. Finally, students will learn 3-dimensional CAD (Parametric Modeling) with an emphasis on dimensioning mechanics and assemblies.

\*\*Students successfully completing this course will have the opportunity, with additional coursework at HCC, to earn certificates and/or degrees in Welding, Welding and Fabrication, Industrial Training, and CNC Machining. Dual Credit at HCC: WELD 130, WELD 232, DRAF 105, DRAF 106

Students may apply to the Plumbers & Pipefitters Union Local 23 apprenticeship upon completion and high school graduation. ***If student does not pass 1<sup>st</sup> semester they may be dropped from 2<sup>nd</sup> semester.***

All accepted students will attend a mandatory orientation meeting prior to the start of classes.

All fees listed are approximate and are subject to change

## INDUSTRIAL MANUFACTURING II

Level:	12 <sup>th</sup> grade
Class Location:	Highland Community College (Freeport Campus) and/or Work Site
Time:	Varies
Length:	One-year
H.S. Credit:	2 credits per year
Post Sec. Credit:	Highland Community College Dual Credit** 6-9 credits
Prerequisite:	Successful Completion of IND TECH I.
HCC Fees:	\$30 registration fee per school year, course and fees vary from \$40 - \$500 depending on options below, <u>to be paid by student/parent at HCC</u>
Textbook fees:	Depends on option chosen below
Calendar:	This course follows the HCC calendar
State Course ID:	Sem1: 13207A002/21010A002, Sem2: 13248A002/13148A001/21148A001
	NOTE: Industrial Tech 2 may include a combination of above courses.
	Courses vary based on the student and his or her interests.



There are 3 different options for year two of the Industrial Technologies course.

Option 1: Students attend college-level courses on Highland's campus during the school day. This option would require permission from the student's school. Courses could include 3D CAD, Machine Processes, CNC Mill, CNC Lathe or other Technical Electives for the alternating days. Students selecting the 3D CAD course could also attend during normal CareerTEC hours. Option 2: Students complete Occupational Education (OCED) courses, otherwise known as workplace experience. Students seek part-time paid employment or unpaid internship with an area manufacturer. The employment would align with the HCC Welding and/or CNC Machining programs. Option 3: Students could select a combination of options 1 and 2. Students are responsible for gaining the credits required by their high schools. Dual Credit at HCC: SPTP 270, SPTP 269 & OCED 290

***If student does not pass 1<sup>st</sup> semester they may be dropped from 2<sup>nd</sup> semester.***

All fees listed are approximate and are subject to change

## **NAIL TECH I**

Level:	11 <sup>th</sup> and 12 <sup>th</sup> grades
Class Location:	Highland Community College, Freeport
Time:	7:30 – 9:00 a.m., Tues, Wed, Thurs and Fri
Length:	One-year, double period
H.S. Credit:	2 credits per year
HCC Credit:	Highland Community College - Dual Credit** 4 credits
Prerequisite:	8 <sup>th</sup> grade reading level and meeting with instructor required for acceptance into this program.
HCC Fees:	\$492 (\$80 tool kit, \$50 scrubs, and \$120 course fee, \$50 lab fee, \$212 tech & activity fees, \$30 registration fee per school year), <u>to be paid by student/parent at HCC</u>
Textbook Fees:	Approximately \$577 textbooks
Calendar:	This class follows the HCC calendar
State Course ID:	19105A001



An introduction to the profession including salon conduct, ethics, client consultation, decontamination and safety. Students will understand anatomy and physiology of the skin and nails. Students will perform manicures and pedicures. Course content covers COSM 190.

All accepted students will attend a mandatory orientation meeting prior to the start of classes.

All fees listed are approximate and are subject to change

## **NAIL TECH II**

Level:	12 <sup>th</sup> grades
Class Location:	Highland Community College, Freeport
Time:	1:00 – 2:30 p.m., Mon, Tues, Thurs, and Fri
Length:	One-year, double period
H.S. Credit:	2 credits per year
HCC Credit:	Highland Community College - Dual Credit** 4 credits
Prerequisite:	8 <sup>th</sup> grade reading level and meeting with instructor required for acceptance into this program.
HCC Fees:	\$442 (\$80 toolkit for FY25 only, \$120 course fee, \$212 tech & activity fees, \$30 registration fee per school year), <u>to be paid by student/parent at HCC</u>
Textbook Fees:	Same book as year 1
Calendar:	This class follows the HCC calendar
State Course ID:	19105A002



A continuance of the profession including salon conduct, ethics, client consultation, decontamination and safety. Students will understand anatomy and physiology of the skin and nails. Students will perform manicures and pedicures as well as tip application and acrylics.

Course content covers COSM 192.

All accepted students will attend a mandatory orientation meeting prior to the start of classes.

All fees listed are approximate and are subject to change



## NAVY JUNIOR RESERVE OFFICER TRAINING CORPS (NJROTC)

Level:	9-12 grades
Class Location:	Freeport High School, Freeport
Time:	7:30 - 9:00 a.m., Mon. - Fri.
Length:	One-Year (Up to 4 years of curriculum in total 0 Naval Science 1-4)
H.S. Credit:	1-2 credits per year (May be used for Physical Education requirement)
Calendar:	This course follows the CAREERTEC calendar
State Course ID:	Yr. 1: 09101A001
	Yr. 2: 09102A001
	Yr. 3: 09103A001
	Yr. 4: 09104A001



Navy Junior Reserve Officer Training Corp (NJROTC) is a citizenship/leadership development program. With a four-year curriculum designed to give leaders of the 21<sup>st</sup> century the knowledge and skills they need to serve our country in a capacity they choose, the course counts as a PE credit. Topics covered include National strategy/defense, US Government, the history of sea power, oceanography, meteorology, astronomy, basic electronics, communications, naval engineering, navigation, and health/nutrition/physical fitness. NJROTC cadets are required to properly wear a uniform one day a week, participate in physical training, and meet specified grooming standards. Naval Science is taught by retired Navy and Marine Corps personnel. Any individual considering entering military service should consider enrolling in this course. Cadet experiences are enriched through participation in any one of seven extra-curricular teams (precision drill team, air rifle marksmanship team, orienteering team, athletic team, and e-sports team, color guard team, or academic team), community service projects, or overnight trips to various colleges, universities, and military facilities throughout the United States. Uniforms, textbooks, training aids, etc. are provided by the United States Navy. Additionally, various 3- and 4-year university scholarship opportunities are available to students that qualify. Any student attending NJROTC classes are eligible for advance promotion when entering active duty. Enrollment is open to grades 9 through 12. Students may take the course for one to four years. Credit can be used to meet the physical education requirement for graduation. Enrollment in this course does not obligate the student for military service in any branch.

## HIGHLAND COMMUNITY COLLEGE DUAL CREDIT

Dual credit provides students the opportunity to earn high school and Highland Community College credit simultaneously. These credits become a part of the student's permanent transcript upon successful completion of the course. They may transfer to any educational institution according to the acceptance policies of that institution just as any other credits earned at Highland.



### **CAREER AND TECHNICAL EDUCATION CONSORTIUM**

2037 W. Galena Avenue, Freeport, IL 61032, 815.232.0709

*CAREERTEC does not discriminate on the basis of race, religion, color, national origin, gender, or disability in any of its educational programs or in the provision of services to the student.*