AUTOMOTIVE TECHNOLOGY PROGRAM

APPLICATION GUIDE

FALL 2024

Discover Chemeketa Community College

APPLICATION OPEN DATE:
January 24, 2024

APPLICATION CLOSE DATE:
May 20, 2024

Chemeketa Community College prohibits unlawful discrimination based on race, color, religion, national origin, sex, marital status, disability, protected veteran status, age, gender, gender identity, sexual orientation, pregnancy, whistleblowing, genetic information, domestic abuse victim, or any other status protected by federal, state, or local law in any area, activity or operation of the College. The College also prohibits retaliation against an individual for engaging in activity protected under this policy, and interfering with rights or privileges granted under federal, state or local laws.

Under College policies, equal opportunity for employment, admission, and participation in the College's programs, services, and activities will be extended to all persons, and the College will promote equal opportunity and treatment through application of its policies and other College efforts designed for that purpose.

Persons having questions or concerns about Title IX, which includes gender-based discrimination, sexual harassment, sexual violence, interpersonal violence, and stalking, contact the Title IX coordinator at 503-584-7323, 4000 Lancaster Dr. NE, Salem, OR 97305, or http://go.chemeketa.edu/titleix. Individuals may also contact the U.S. Department of Education, Office for Civil Rights (OCR), 810 3rd Avenue #750, Seattle, WA 98104, 206.607.1600.

Equal Employment Opportunity or Affirmative Action should contact the Affirmative Action Officer at 503.399.2537, 4000 Lancaster Dr. NE, Salem OR 97305.

To request this publication in an alternative format, please call 503.399.5192.

An application is required for these limited-enrollment Automotive Program options:

AUTOMOTIVE TECHNOLOGY ASSOCIATE OF APPLIED SCIENCE DEGREE

- Designed to be completed in **21 months**
- Current curriculum for this program can be found at: Automotive Technology AAS Degree

AUTOMOTIVE BODY REPAIR CERTIFICATE OF COMPLETION

- Designed to be completed in **10 months**
- Current curriculum for this program can be found at: Automotive Body Repair Certificate

AUTOMOTIVE MACHINING CERTIFICATE OF COMPLETION

- Designed to be completed in **10 months**
- Current curriculum for this program can be found at: Automotive Technology Machining Certificate

Program Details

- New students are admitted fall term only.
- Programs require full-time attendance.
- Enrollment is limited to 40 students per year.
- Students must have their tools, equipment, and laptop or tablet by the start of fall term.

National Certifications and Accreditation

The Chemeketa Automotive Technology Program is accredited by the ASE Education Foundation.

Program instructors are master-certified by the National Institute for Automotive Service Excellence (ASE) as well as various aftermarket and manufacturer certifications.

Prerequisite requirements

This program does not have prerequisite requirements for entrance.

However, program curriculum includes general education courses that have prerequisites. It is the applicant's responsibility to make sure those prerequisites have been met prior to applying for program entrance.

You may not submit an application before you have fulfilled all of the required prerequisites.

Required Tools

The *Required Tool List* is provided at the mandatory program orientation.

Drug Testing/Criminal Background Check

This program does not do drug testing or background checks.

You should be advised that almost every future employer will require pre-employment drug testing and a clean driving record. Many employers also do a criminal background check. If you are unable to pass a drug test, do not have a valid driver's license, and/or have a felony conviction, your opportunities for employment will be extremely limited.

Costs are estimated and subject to change without notice. Effective as of Winter Term 2024. Costs assume all courses are needed for each term, following the program curriculum.

Two-year Cengage Unlimited subscription provides the student with all Cengage digital course materials.

Visit *chemeketa.edu/cost-aid/tuition-fees/* for current tuition and fee rates.

Term 1	
Tools and Laptop	$2,300
Cengage textbook subscription	250
Fees & Textbooks	863
Tuition	1,616
Term 2	
Fees & Textbooks	834
Tuition	1,414
Term 3	
Fees & Textbooks	1,164
Tuition	2,020
Term 4	
Fees & Textbooks	1,061
Tuition	1,919
Term 5	
Fees & Textbooks	824
Tuition	1,515
Term 6	
Fees & Textbooks	949
Tuition	1,515
Estimated total	**$18,243**

1. APPLY TO CHEMEKETA

- ❑ **If you are not a current student at Chemeketa, apply for admission at: *go.chemeketa.edu/apply*.**
  Apply for admission starting **SUMMER term 2024**
  If you are returning to Chemeketa after being gone two years or more you must update your student account. Follow the instructions for RETURNING STUDENT.

- ❑ **Complete the new student orientation, placement assessment, and advising requirements.**
  These are separate from the Automotive Program entrance requirements and must be completed before you will be allowed to register for any classes at Chemeketa.

2. APPLY FOR FINANCIAL AID

Applying for financial aid is not required but is encouraged. Apply as soon as possible to get the maximum amount available to you. Find financial aid application instructions at:go.chemeketa.edu/financialaid.

The deadline to apply for financial aid for fall term is in August. Don't wait to apply!

3. SUBMIT AN AUTOMOTIVE PROGRAM APPLICATION

Email the following documents as one attachment to *registrar@chemeketa.edu*

- ❑ **The Automotive Technology Program Application Form**

- ❑ **A clear and legible photocopy of your valid driver's license**
  Students are required to have a valid driver's license before the start of fall term

- ❑ **A copy of your TALI attendance certificate, if applicable**
  Worth one point in application scoring

Application Deadline

Application packet must be submitted by May 20, 2024.

All required documents must be received by the application close date. Application packets received after the close date may be considered only if the program has not been filled.

Required Program Orientation

Applicants who accept an offer of program admission must attend a program orientation on **July 31** at the Salem Campus. The orientation will include program information, policies, and procedures; locker assignments; tool requirements; and the opportunity to meet with several major tool vendors and purchase the required tools and supplies at up to a 60% discount.

Program Communications

All communication from the program will be via email to student *My Chemeketa* e-mail accounts only.

Applicants should check their *My Chemeketa* email daily starting **the first week in June** for program communications, including orientation details.

Automotive Technology Program • Application Form • Fall 2024

Application Open Date: January 24, 2024
Application Close Date: May 20, 2024

Name _____

Student K# _____

Chemeketa Email _____ @my.chemeketa.edu

Select the program you are applying for:

- ❑ Automotive Technology Associate of Applied Science Degree
- ❑ Automotive Body Repair Certificate of Completion
- ❑ Automotive Machining Certificate of Completion

List your Chemeketa Placement Assessment recommended class levels:
(Find your placement results in your *My Chemeketa* account, under the *Registration* menu)

Writing _____ Math _____

Click each box to agree with the statement:

- ❑ I am a current Chemeketa student and can register for classes summer term 2024.
- ❑ I have verified that I can access my student *My Chemeketa* email account.
- ❑ I understand that an offer of admission is conditional on program eligibility.
- ❑ I understand that if offered admission I will be required to attend a program orientation on **July 31**.
- ❑ I understand that I am required to have my tools, textbooks, and laptop/tablet by the start of fall term. *(Students will have the opportunity to purchase their required tools at the program orientation.)*

I hereby attest that all of the documentation I have submitted with this packet is accurate and authentic.

Full Name _____ Date _____

Email completed form with all required documents to: registrar@chemeketa.edu