

# Tech Tab

## Course Catalog

May-August 2017

**Inside:**

**Auto Body Repair-Beginning - Advanced**  
**CISCO Networking Academy**  
**Medical Coding**  
**Motorcycle Rider**

**GREAT PLAINS**  
Technology Center

[www.greatplains.edu](http://www.greatplains.edu)

# Table of Contents

## Part-time, Evening and Saturday Classes:

Course List, Lawton .....	3-5
Online Course Information .....	.5
Business and Office .....	.6
Child Care Careers .....	.7
Computer Technology .....	.8
General Interest .....	9-10
Health & Medical .....	11-12
Motorcycle .....	13
Professional Development .....	14
Public Safety .....	15-16
Security Guard .....	17
Trade & Technical .....	18

## Other Items of Interest:

Next Step Scholarship Information .....	10
Adult Basic Education (formerly GED) .....	17
Full-time Career Majors/Programs, Lawton .....	20-21
Full-time Career Majors/Programs, Frederick .....	22
SCORE (School of Career Opportunities & Real Education) .....	23
VA Eligible Courses.....	23
Business Development Center Information.....	25
Economic Development Center .....	25
Enrollment Form.....	26
Enrollment Info .....	27
Safety Training Information .....	28

# Two Locations to Serve You!



## Lawton Campus

4500 SW Lee Blvd.  
Lawton, OK 73505  
Main: 580.355.6371  
Part-time Enrollment: 580.250.5500  
Full-time Enrollment: 580.250.5605  
[www.greatplains.edu](http://www.greatplains.edu)



## Frederick Campus

2001 East Gladstone  
Frederick, OK 73542  
580.335.5525  
<http://greatplains.edu/tillman-kiowa-campus/>

# Saturday & Evening Course List—Lawton Campus

Course Name	Dates	Days/Times	# Hours	Tuition	Code/Section
<b>Business &amp; Office Classes</b>					
Accounting Level I	8/29-10/24	T/Th 6:30-9:30pm	48hr	\$155	BIZ01 1
Office Procedures Level I	5/23-7/11	T/Th 6-9pm	42hr	\$135	BIZ03 1
Office Procedures Level I	8/29-10/12	T/Th 6-9pm	42hr	\$135	BIZ03 1
Quickbooks Level I*	7/10-8/14	M/W 6-9pm	30hr	\$105	BIZ11 1
<b>Child Care</b>					
Unit 5-Ensuring Developmentally Appropriate Practice	5/9-6/8	T/Th 5:30-8pm	25hr	\$109	CCC05 2
Unit 6-Guiding Children	6/20-7/11	T/Th 5:30-8pm	15hr	\$65	CCC06 1
Unit 7-Involving Families and the Community	7/25-8/10	T/Th 5:30-8pm	10hr	\$44	CCC07 1
Unit 8-Program Planning and Record Keeping	8/22-8/31	T/Th 5:30-8pm	10hr	\$44	CCC08 1
<b>Computer</b>					
Cisco Networking Academy*	7/24-11/7	M/W 6-10pm	112hr	\$535	CMP40 1
Cisco Orientation	7/20-7/3	Th 6-9pm	3hr	\$0	CMP39 1
Introduction To Computers	5/30-6/1	T/Th 6-9pm	6hr	\$25	CMP01 2
Introduction To Computers	8/8-8/10	T/Th 6-9pm	6hr	\$25	CMP01 1
Microsoft Excel 2016 Level I*	5/15-6/12	M/W 6-9pm	24hr	\$85	CMP16 1
Microsoft Word 2016 Level I	6/6-6/29	T/Th 6:30-9:30pm	24hr	\$85	CMP13 2
Security+ Certification Prep*	5/9-7/27	T/TH 6-9pm	72hr	\$325	CMP36 1
Windows 10	6/6-6/22	T/Th 6-9pm	18hr	\$55	CMP10 3
Windows 10	8/15-8/31	T/Th 6-9pm	18hr	\$55	CMP10 1
<b>General Interest</b>					
Cakes: Buttercream Basics	5/10-5/17	Wed 6:30-9:30pm	6hr	\$39	CMP02 1
Cakes: Buttercream Basics	8/9-8/16	Wed 6:30-9:30pm	6hr	\$39	CMP02 1
Cakes: Royal Icing Basics	7/12-7/19	Wed 6:30-9:30pm	6hr	\$39	CMP03 1
Cakes: Royal Icing Basics	8/23-8/30	Wed 6:30-9:30pm	6hr	\$39	CMP03 2
Conversational Spanish	8/29-10/5	T/Th 6-8pm	24hr	\$75	GNL35 1
Cooking: Hot Rolls Plus	7/18-7/18	Tu 6-10pm	4hr	\$25	GNL11 1
Cooking: Indian Tacos	6/8-6/8	Th 6-10pm	4hr	\$25	GNL17 1
Dance: Line Dancing	8/8-8/29	Tu 6-7pm	4hr	\$25	GNL43 1
Dance: Line Dancing Level II	8/8-8/29	Tu 7:15-8:15pm	4hr	\$25	GNL44 1
Digital Photography*	6/6-7/11	T/Th 6-9pm	30	\$99	GNL10 1
Digital Photography*	8/22-9/21	T/Th 6:30-9:30pm	30	\$99	GNL10 2
Stained Glass for All Levels	6/6-6/22	T/Th 6-9pm	18hr	\$65	GNL68 1
<b>Health &amp; Medical</b>					
Anatomy And Physiology	8/14-12/11	M/W 6-9pm	96hr	\$295	MED03 1
Anatomy And Physiology	8/15-12/7	T/Th 6-9pm	96hr	\$295	MED03 2
Long Term Care Nurses Aide*	6/6-10/31	T/Th 6-9pm	117hr	\$355	MED19 2
Long Term Care Nurses Aide*	7/14-8/16	M-F 8:15am-2:50pm	117hr	\$355	MED20 1
Long Term Care Nurses Aide*	8/18-9/14	M-F 8:15am-2:50pm	117hr	\$355	MED20 2
Math for Health Occupations	5/15-6/26	M/W 6-9pm	36hr	\$105	MED05 3
Math for Health Occupations	7/17-8/28	M/W 6-9pm	36hr	\$105	MED05 1
Medical Coding Level I	8/29-11/7	T/Th 6:30-9:30pm	60hr	\$225	MED09 1
Medical Coding Level II	5/2-7/11	T/Th 6:30-9:30pm	60hr	\$225	MED10 2
Medical Office Professional	5/23-6/29	T/Th 5:30-8:30pm	36hr	\$125	MED54 2
Medical Office Professional	8/29-10/5	T/Th 5:30-8:30pm	36hr	\$125	MED54 1
Medical Terminology	5/8-7/5	M/W 6:30-9:30pm	51hr	\$175	MED04 3
Medical Terminology	5/9-7/6	T/Th 6:30-9:30pm	51hr	\$175	MED04 3
Medical Terminology	7/24-9/25	M/W 6:30-9:30pm	51hr	\$175	MED04 1
Medical Terminology	7/25-9/26	T/Th 6:30-9:30pm	51hr	\$175	MED04 2
Phlebotomy	6/8-8/10	T/Th 6-9pm	48hr	\$199	MED08 4
Phlebotomy	8/15-10/9	M/W 6-9pm	48hr	\$199	MED08 1
Phlebotomy Level II	8/21-10/5	T/Th 6-9pm	42hr	\$175	MED55 1

# Saturday & Evening Course List—Lawton Campus

Course Name	Dates	Days/Times	# Hours	Tuition	Code/Section
<b>Health &amp; Medical-continued</b>					
Pharmacy Technician Level II	Call for details 580.250.5500		48hr	\$175	MED33 1
<b>Motorcycle Rider</b>					
<i>The Basic Rider Course classes meet Friday 6-9pm, Saturday and Sunday 8am-4:30pm</i>					
Basic Rider Course	5/5-5/7		19hr	\$175	PUB04 9
Basic Rider Course	5/19-5/21		19hr	\$175	PUB04 10
Basic Rider Course	6/2-6/4		19hr	\$175	PUB04 12
Basic Rider Course	6/9-6/11		19hr	\$175	PUB04 13
Basic Rider Course	6/23-6/25		19hr	\$175	PUB04 14
Basic Rider Course	7/7-7/9		19hr	\$175	PUB04 1
Basic Rider Course	7/14-7/16		19hr	\$175	PUB04 2
Basic Rider Course	7/21-7/23		19hr	\$175	PUB04 3
Basic Rider Course	8/11-8/13		19hr	\$175	PUB04 5
Basic Rider Course	8/25-8/27		19hr	\$175	PUB04 7
<b>Professional Development</b>					
Assessment Remediation			20hr	\$25	PRD76 2
Special Education Paraprofessional Training	8/29-9/21	T/Th 6-9pm	24hr	\$132	PRD06 1
<b>Public Safety</b>					
Advanced EMT*	7/10-12/14	M/Th 6-10pm	180hr	\$540	PUB10 1
CPR For Health Care Providers (BLS)	5/1-5/1	Mon 5-10pm	5hr	\$35	PUB07 13
CPR For Health Care Providers (BLS)	5/9-5/9	Tu 5-10pm	5hr	\$35	PUB07 14
CPR For Health Care Providers (BLS)	5/15-5/15	Mon 5-10pm	5hr	\$35	PUB07 15
CPR For Health Care Providers (BLS)	5/16-5/16	Tu 5-10pm	5hr	\$35	PUB07 16
CPR For Health Care Providers (BLS)	5/24-5/24	Wed 8:30am-2:30pm	5hr	\$35	PUB07 20
CPR For Health Care Providers (BLS)	5/31-5/31	Wed 5-10pm	5hr	\$35	PUB07 17
CPR For Health Care Providers (BLS)	6/5-6/5	Mon 5-10pm	5hr	\$35	PUB07 18
CPR For Health Care Providers (BLS)	6/6-6/6	Tu 5-10pm	5hr	\$35	PUB07 19
CPR For Health Care Providers (BLS)	7/6-7/6	Th 5-10pm	5hr	\$35	PUB07 1
CPR For Health Care Providers (BLS)	7/17-7/17	Mon 5-10pm	5hr	\$35	PUB07 2
CPR For Health Care Providers (BLS)	7/25-7/25	Tu 8:30am-2:30pm	5hr	\$35	PUB07 20
CPR For Health Care Providers (BLS)	7/25-7/25	Tu 5-10pm	5hr	\$35	PUB07 3
CPR For Health Care Providers (BLS)	8/7-8/7	Mon 5-10pm	5hr	\$35	PUB07 4
CPR For Health Care Providers (BLS)	8/14-8/14	Mon 5-10pm	5hr	\$35	PUB07 5
CPR For Health Care Providers (BLS)	8/23-8/23	Wed 5-10pm	5hr	\$35	PUB07 6
CPR For Health Care Providers (BLS)	8/29-8/29	Tue 8:30am-2:30pm	5hr	\$35	PUB07 8
CPR For Health Care Providers (BLS)	8/31-8/31	Th 5-10pm	5hr	\$35	PUB07 7
CPR For HCP (BLS) Renewal	5/25-5/25	Th 8:30am-12:30pm	4hr	\$35	PUB26 2
CPR For HCP (BLS) Renewal	7/26-7/26	Wed 8:30am-12:30pm	4hr	\$35	PUB26 1
CPR For HCP (BLS) Renewal	8/30-8/30	Wed 8:30am-12:30pm	4hr	\$35	PUB26 2
Emergency Medical Responder	8/8-10/5	T/Th 6-10pm	72hr	\$215	PUB25 1
EMT Basic-Virtual Academy	8/15-2/27	T/Th 6-10pm	216hr	\$625	PUB27 1
EMT-Paramedic Level I*	8/15-2/8	T/Th 9am-5pm	322hr	\$725	PUB11 1
First Aid	5/23-5/23	Tu 6-9:30pm	3hr	\$25	PUB06 3
First Aid	7/24-7/24	Mon 6-9:30pm	3hr	\$25	PUB06 1
First Aid	8/29-8/29	Tu 6-9:30pm	3hr	\$25	PUB06 2
<b>Security Guard</b>					
Phase I Basic Security Guard	8/15-9/5	T/Th 6-10pm	28hr	\$105	SGT01 1
<b>Trade &amp; Technical</b>					
Auto Body Repair Beginning To Advanced	5/1-7/24	M/W 6-10pm	96hr	\$375	TAT11 3
Auto Body Repair Beginning To Advanced	5/2-7/25	T/Th 6-10pm	96hr	\$375	TAT11 4
Auto Body Repair Beginning To Advanced	8/7-11/1	M/W 6-10pm	96hr	\$375	TAT11 1
Auto Body Repair Beginning To Advanced	8/8-10/31	T/Th 6-10pm	96hr	\$375	TAT11 2
Electrical Residential Wiring I	8/8-9/21	T/Th 6:30-9:30pm	42hr	\$169	TAT07 1

# Saturday & Evening Course List—Lawton Campus

Course Name	Dates	Days/Times	# Hours	Tuition	Code/Section
<b>Trade &amp; Technical</b>					
Forklift Operator Training	5/26-5/26	Fri 8am-2pm	6hr	\$49	TAT06 3
Forklift Operator Training	6/30-6/30	Fri 8am-2pm	6hr	\$49	TAT06 4
Forklift Operator Training	7/28-7/28	Fri 8am-2pm	6hr	\$49	TAT06 1
Forklift Operator Training	8/25-8/25	Fri 8am-2pm	6hr	\$49	TAT06 2
Heating, Ventilation and Air Conditioning, Level I	8/28-12/11	M/W 6-9pm	84hr	\$335	TAT20 1
Heating, Ventilation and Air Conditioning, Level II*	8/8-10/17	T/Th 6-10pm	84hr	\$335	TAT21 1

**Please note: Prerequisites are required for all course titles with an asterisk \*.**

**Enroll prior to the first day of class so your class won't be cancelled due to low enrollment.**

**Tuition is due at the time of enrollment.**

**To enroll and pay with credit card, call 580.250.5500. to enroll and pay with cash or check, stop by the Lawton or Frederick campuses.**



## Online Courses

Great Plains offers a great resource for online learning:  
[www.ed2go.com/gplawton](http://www.ed2go.com/gplawton)

**ed2go offers more than 250 courses in the following areas:**

- Accounting & Finance
- Business
- College Readiness
- Computer Applications
- Design & Composition
- Healthcare & Medical
- Language & Arts
- Law & Legal
- Personal Development
- Teaching & Education
- Technology
- Writing & Publishing

**For more information call the Adult Career Development Center at 580.250.5500 or visit the online instruction centers at:**

**[www.ed2go.com/gplawton](http://www.ed2go.com/gplawton)**



## Business & Office

### Accounting Level I

Count on increasing your paycheck! If you have a flair for numbers and an interest in the financial workings of business then you should enroll immediately because you are in demand! You will electronically complete an entire simple accounting cycle for a sole owner service organization; as well as an entire cycle for a merchandising business.

*Text required.*

<b>48 hours</b>	<b>\$155</b>	
8/29-10/24	T/Th 6:30-9:30pm	BIZ01/I

### Office Procedures Level I

Work in a dynamic profession that requires a range of skills and expertise, as well as a high level of adaptability. This class will give you what you need to market yourself for a new career as an administrative assistant! You will be introduced to Microsoft Outlook, technology skills, business communications, and many other general office procedures. Up your game by also enrolling in Microsoft Excel and Word to further your office related skills. *Text required.*

<b>42 hours</b>	<b>\$135</b>	
5/23-7/11	T/Th 6-9pm	BIZ03/I
8/29-10/12	T/Th 6-9pm	BIZ03/I

### QuickBooks Level I

QuickBooks is the most well-known bookkeeping software on the market. It's not surprising that QuickBooks users are highly sought after by employers. Give yourself the edge by enrolling today, as this class fills quickly. Accounting Level I is a good companion to this class for a more in-depth understanding of business accounting.

*Text and flash drive required.*

<b>30 hours</b>	<b>\$105</b>	
7/10-8/14	M/W 6-9pm	BIZ11/I



## Senior Discount!

Seniors 60+ can receive 50% off the cost of tuition on most part-time courses listed in this catalog. For more information give us a call at 580.250.5500.

*Does not apply to the Motorcycle classes or Health Skills Testing. Notify staff at the time of enrollment in order to receive discount. No discounts or refunds will be awarded after enrollment is complete. Only one discount per class.*

**Enroll early to avoid cancellations.**

# Child Care



## Early Education-Pathway to Your National Credential

Child care workers are not babysitters; they are early childhood educators. The Child Development Associate (CDA) is a national credential required for early care and education providers. Successfully completing all units meets the training requirement toward obtaining your CDA. You will gain the skills to nurture children in terms of emotional, physical, intellectual, and social development. Class assignments require interaction with children in a child care setting. Ideally, a student will work at a child care facility, or have done so in the past. Students must complete a portfolio which includes extensive writing (typewritten) assignments. Scholarships are available, call 1-866-343-3881 or visit [www.okhighered.org/secc](http://www.okhighered.org/secc) to see if you qualify. *This series can be taken in any order, however, unit 10 should not be taken first. Basic Windows navigation skills is highly recommended. In order to be employed in Oklahoma at a licensed child care facility, you have to be able to pass a background check/sex offender registry check. Text required.*

Unit 5	25 hours	\$109
5/9-6/8	T/Th 5:30-8pm	CCC05 2
Unit 6	15 hours	\$65
6/20-7/11	T/Th 5:30-8pm	CCC06 1
Unit 7	10 hours	\$44
7/25-8/10	T/Th 5:30-8pm	CCC07 1
Unit 8	10 hours	\$44
8/22-8/31	T/Th 5:30-8pm	CCC08 1



**Like us on Facebook.**

[www.facebook.com/greatplainstechnologycenter](http://www.facebook.com/greatplainstechnologycenter)

## Ready to enter the workforce?



## We can help.

If you're about to enter the workforce, stop by Room 107 in Building 100 to speak to our Employment Advisor for help with resumes, interview skills, and job applications. Employment assistance services are available to all alumni and current students. For questions or to set up an appointment, call 580.250.5684.

**Help is just a phone call away.  
Give us a call at 580.250.5684.**

# Computer



## CISCO Networking Academy\*

Achieve the technical and soft skills needed to succeed in entry-level networking professions such as network installer, help desk technician, pre-sales support technician or network technician. Completion of the first two levels prepares you to take the Cisco Certified Entry Network Technician (CCENT) Certification exam. Completion of all four levels prepares you for the Routing and Switching certification exam. Students have the option after taking the first two levels to take CCNA Security, or the CCNA Routing and Switching portion of the Academy. In Oklahoma the average wage of a Network and Computer Systems Administrator is \$67,800 according to the Bureau of Labor Statistics.

### ATTENDING ORIENTATION IS MANDATORY.

*Text required.*

<b>112 hours</b>	<b>\$535</b>	
7/24-11/7	M/W 6-10pm	CMP40 1

## CISCO Orientation

This orientation is MANDATORY for all new Cisco students. Failure to attend will prohibit the student from attending the Cisco classes.

<b>3 hours</b>	<b>\$0</b>	
7/20	Th 6-9pm	CMP39 1

## Introduction to Computers

First-time computer users will become acquainted with the components of the computer, terminology and learn to navigate around.

<b>6 hours</b>	<b>\$25</b>	
5/30-6/1	T/Th 6-9pm	CMP01 2
8/8-8/10	T/Th 6-9pm	CMP01 1

## Microsoft Excel 2016 Level I\*

*Prerequisite: Basic Windows navigation.*

Give yourself the competitive edge by attending this class! Employers frequently include Microsoft Excel experience as a necessity when hiring new employees to work in an office environment. Create spreadsheets that put all of the data at your fingertips. Learn the techniques to work more easily and quickly than ever before. *Text and flash drive required.*

<b>24 hours</b>	<b>\$85</b>	
5/15-6/12	M/W 6-9pm	CMP16 1

## Microsoft Word 2016 Level I\*

*Prerequisite: Basic Windows navigation*

Make your documents pop by working smart not hard utilizing Microsoft Word! You will be able to customize the appearance of your documents by creating tables, bulleted items, shading and more. *Text required.*

<b>24 hours</b>	<b>\$85</b>	
6/6-6/29	T/Th 6:30-9:30pm	CMP13 2

## Security + Certification Prep Course

CompTIA's Security+ is a well-respected, vendor-neutral security certification. Security+ credential holders are recognized as possessing superior technical skills, broad knowledge and expertise in multiple security-related disciplines. This instructor-led, online curriculum course provides students opportunities to practice security implementation and configuration in a virtual environment; hands-on simulated labs allow students to configure user accounts, restrictions, passwords, manage certificates, secure wireless connections, and firewalls. *CompTIA Network+ or Cisco CCENT is recommended.*

<b>72 hours</b>	<b>\$325</b>	
5/9-7/27	T/TH 6-9pm	CMP36 1

## Windows 10 Fundamentals

If you are looking to learn basic computer skills, this is the place to start with the latest version from Microsoft Windows. Experience applications and functions to make you confident in navigating Windows. If you use a computer for business, or leisure, this is the place to start! *Text and flash drive required.*

<b>18 hours</b>	<b>\$55</b>	
6/6-6/22	T/Th 6-9pm	CMP10 3
8/15-8/31	T/Th 6-9pm	CMP10 1



# General Interest



## Cakes: Buttercream Basics

Learn the basics of cake decorating while working with delicious buttercream frosting. You will make the buttercream frosting during the first lesson. Identify the tips, prepare the bag and practice making beautiful borders, stars, shells, and a flower. The second session you will decorate a cake and take it home. *Supply costs of \$14 are included with the tuition, there are no discounts on supply costs.*

<b>6 hours</b>	<b>\$39</b>		
5/10-5/17	W	6:30-9:30pm	GNL02 I
8/9-8/16	W	6:30-9:30pm	GNL02 I

## Cakes: Royal Icing Basics

You will make royal icing during your first session and learn the basic techniques to include making various flowers. The second session you will decorate a cake and take it home. *Supply costs of \$14 are included with the tuition; there are no discounts on supply costs*

<b>6 hours</b>	<b>\$39</b>		
7/12-7/19	W	6:30-9:30pm	GNL03 I
8/23-8/30	W	6:30-9:30p	GNL032

## Conversational Spanish

Are you going on vacation to Mexico? Need to communicate with others on the job? Join us to learn the basics of the Spanish language. *A Spanish/English dictionary is recommended and available in our bookstore.*

<b>24 hours</b>	<b>\$75</b>		
8/29-10/5	T/Th	6-8pm	GNL35 I

## Cooking: Hot Rolls Plus

This hands-on class will have you creating yeast rolls and more. The basic dough can be used to create dishes ranging from a side dish to dessert. You will learn the basic yeast roll; then turn it into pizza, monkey bread, and bread sticks. Recipes are provided. Bring a container for your leftovers to take home!

<b>4 hours</b>	<b>\$25</b>		
7/18	T	6-10pm	GNL11 I

## Cooking: Indian Tacos

Be a superstar by making this regional favorite! Master the art of making fry bread and all of the toppings that make a delicious Indian Taco.

<b>4 hours</b>	<b>\$25</b>		
6/8	Th	6-10pm	GNL17 I

## Dance: Line Dancing

Do you enjoy dancing, but don't always have a partner? Looking for an enjoyable way to exercise? This class was designed especially for you! The classic line dances are taught as well as newer dances, danced to a variety of music. Wear comfortable clothing and smooth soled shoes as you won't be sitting down in this exciting class.

<b>4 hours</b>	<b>\$25</b>		
8/8-8/29	T	6-7pm	GNL43 I

## Dance: Line Dancing Level II\*

*Prerequisite: Dance: Line Dancing or instructor's permission.*

To feel comfortable in this class, the student must have had at least one of the other line dancing classes. The dances will be at a slightly higher level and students must know all of the basic terms and moves as we will not stop to teach those.

<b>4 hours</b>	<b>\$25</b>		
8/8-8/29	T	7:15-8:15pm	GNL44 I





# General Interest

## Digital Photography\*

*Prerequisite: Basic Windows navigation*

Enjoy this fun class while picking up tips to make you a better photographer. Understand lighting, composition, your camera settings, creative techniques and more. Bring your camera to class the first session. *Text and flash drive required.*

30 hours	\$99		
6/6-7/11	T/Th 6-9pm	GNL10 1	
8/22-9/21	T/Th 6:30-9:30pm	GNL10 2	

## Stained Glass for All Levels

You will be introduced to numerous different materials and taught a variety of techniques from basic to advanced levels. You will learn everything to design your project including cutting glass, assembly, construction, and finishing. Learn tips and tricks to get that project moving a little quicker. All are welcome!

*Purchase of supplies totaling \$60 required.*

18 hours	\$65		
6/6-6/22	T/Th 6-9pm	GNL68 1	

**Get In!**

**Get Out!**

**Get On!**

Applications available in Room 111, Bldg. 100 or at [www.greatplains.edu](http://www.greatplains.edu)

Dr. George Bridges Next Step Scholarship **\$1575!!**

Exclusively for high school seniors and recent graduates!

**Get In!**  
Apply today for your **\$1575** Dr. George Bridges Next Step Scholarship!

**Get Out! One & Done.**  
Can be used towards our many full-time career majors as well as dozens of career classes!

**Get On!**  
with your exciting career!

# Health & Medical



## Anatomy and Physiology

You will take away from this class the ability to identify body systems, components and their function. This class along with Medical Terminology (it is strongly encouraged that you take Medical Terminology prior to taking this class) will provide you with a solid foundation for more advanced medical classes. *Text required.*

<b>96 hours</b>	<b>\$295</b>	
8/14-12/11	M/W 6-9pm	MED03 1
8/15-12/7	T/Th 6-9pm	MED03 2

## Long Term Care Nurse Aide\*

*Prerequisite: CPR for Health Care Provider/BLS*

This field is growing and in high demand! This Oklahoma State Health Department approved course combines practical education coupled with on-location training to teach you about resident care to include safety, mental health, personal care, and basic nursing skills. *According to Oklahoma State Law, if a criminal arrest check reveals a person having been convicted of an offense which bars employment in a healthcare entity, the trainee shall be withdrawn from the training program. Additional costs associated with training excluding scrubs and shoes include books and supplies at approximately \$100, certification testing fees \$70, urine analysis \$25.*

<b>117 hours</b>	<b>\$355</b>	
6/6-10/31	T/Th 6-9pm	MED19 2
7/14-8/16	M-F 8:15am-2:50pm	MED20 1
8/18-9/14	M-F 8:15am-2:50pm	MED20 2

## Math for Health Occupations

Math is used extensively in the healthcare field. Increase your odds of success by enrolling in this refresher class that involves practical real-world applications. *Text required.*

<b>36 hours</b>	<b>\$105</b>	
5/15-6/26	M/W 6-9pm	MED05 3
7/17-8/28	M/W 6-9pm	MED05 1



## Medical Coding Level I

*Prerequisites: Medical Terminology and Anatomy and Physiology*

The student in this 60-hour course will be introduced to the medical coding field for both hospital and medical offices. The medical coder will learn the basic principles behind ICD-10-CM and CPT-4 nomenclatures and how to use them effectively and appropriately in the workplace. *Text required.*

<b>60 hours</b>	<b>\$225</b>	
8/29-11/7	T/Th 6:30-9:30pm	MED09 1

**Enroll early to avoid cancellations.**



## Health & Medical

### Medical Coding Level II

*Prerequisites: Medical Terminology, Anatomy and Physiology, and Medical Coding Level I*

This class expands upon the Medical Coding Level I course. Students will become more knowledgeable and proficient and ICD-10-CM and CPT-4 coding practices. *The text book used in Level I will be used for this level as well.*

**60 hours**      **\$225**

5/2-7/11	T/Th 6:30-9:30pm	MED10 2
----------	------------------	---------

### Medical Office Professional

Discover what it takes to be the person on the front line of a medical office. Learn about medical laws, working with patients, appointment scheduling, health information management, basic medical insurance billing, business operations and more! *Text required.*

**36 hours**      **\$125**

5/23-6/29	T/Th 5:30-8:30pm	MED54 2
-----------	------------------	---------

8/29-10/5	T/Th 5:30-8:30pm	MED54 1
-----------	------------------	---------

### Medical Terminology

This class is the obvious choice to start your medical career. Medical vocabulary is essential to work in any health career from a Medical Coder to a Surgical Technologist. *It is strongly recommended that you take this class prior to taking Anatomy and Physiology. Text required.*

**51 hours**      **\$175**

5/8-7/5	M/W 6:30-9:30pm	MED04 3
---------	-----------------	---------

5/9-7/6	T/Th 6:30-9:30pm	MED04 3
---------	------------------	---------

7/24-9/25	M/W 6:30-9:30pm	MED04 1
-----------	-----------------	---------

7/25-9/26	T/Th 6:30-9:30pm	MED04 2
-----------	------------------	---------

### Phlebotomy

*Prerequisite: Medical Terminology helpful*

Students gain hands-on experience in blood collection, specimen handling, venipuncture, finger stick techniques and more. Students gain experience by drawing blood from each other. *This class does not provide students with certification. Text required.*

**48 hours**      **\$199**

6/8-8/10	T/Th 6-9pm	MED08 4
----------	------------	---------

8/15-10/9	M/W 6-9pm	MED08 1
-----------	-----------	---------

8/21-10/12	T/Th 6-9pm	MED08 2
------------	------------	---------



### Phlebotomy Level II\*

*Prerequisite: Phlebotomy Level I within last two years*

This continuation course is designed for students who wish to gain more knowledge, hands-on experience, and potentially, a national certification. The documented experience gained during this class would allow you to take a National Phlebotomy Certification exam. Students wishing to take the exam must have a high school diploma or G.E.D., and pay an online testing fee of around \$115. *Text required.*

**42 hours**      **\$175**

8/21-10/5	T/Th 6-9pm	MED55 1
-----------	------------	---------

**Save \$10!**

Go to [www.greatplains.edu/adult/tech-tab](http://www.greatplains.edu/adult/tech-tab).  
Print your own coupon for \$10  
off any evening or weekend class listed  
on pages 3-18

# Motorcycle Rider



## Basic Rider Course

This Motorcycle Safety Foundation (MSF) sponsored course covers the basic fundamentals of motorcycling. You will receive step-by-step instructions on how to safely ride a motorcycle. Successful completion of this course satisfies the DOD MSF card requirement. It waives the Oklahoma written and driving test to obtain your motorcycle "M" endorsement on your license. Students 14-17 must have their legal guardian attend the first session to sign a consent form. Anyone under the age of 18, by law, has to complete a MSF course to get their "M" endorsement on their license. Training motorcycles are provided. Students must wear long sleeve shirt, long pants, over the ankle footwear, full-fingered gloves and an approved helmet (which we provide if you don't have one).

*The Basic Rider Course meets Fridays 6-9pm and Saturday and Sunday 7 am-3:30pm.*

19 hours	\$175	
5/5-5/7	PUB04	9
5/19-5/21	PUB04	10
6/2-6/4	PUB04	12
6/9-6/11	PUB04	13
6/23-6/25	PUB04	14
7/7-7/9	PUB04	1
7/14-7/16	PUB04	2
7/21-7/23	PUB04	3
8/11-8/13	PUB04	5
8/25-8/27	PUB04	7

## Testing Center

Great Plains Technology Center is pleased to offer the following tests to businesses and citizens of Southwest Oklahoma:

- OKLAHOMA DEPARTMENT OF HEALTH tests
- OKLAHOMA DEPARTMENT OF LABOR tests
- PARAPRO test
- PEARSON VUE tests
- PROMETRIC ASE PROFESSIONAL tests
- PSI (Oklahoma Contractors and Insurance) tests

For info, click <http://greatplains.edu/testing-center/> or call 580.250.5518

**Need a course not offered at Great Plains?**

**If so, contact us and tell us about it.**

**580.250.5606**

**We Welcome Your Ideas!**



## Professional Development

### Need Help With Your Career?



### We're here to help.

If you're not sure which courses to take, give us a call at 580.250.5535 to speak to one of our career counselors.

We can help you take the right career path. Whether you are interested in one of our full-time adult career majors or part-time career courses, we can help!

Many of our evening and part-time career courses lead to national certification.

**Call us at 580.250.5535.**

**Help is just a phone call away.**



#### Assessment Remediation

Want to improve your assessment test scores? Gain referral from the counselor for this training. This service is free to current Great Plains students! *Text Required.*

<b>20 hours</b>	<b>\$25</b>	PRD76
-----------------	-------------	-------

#### Prerequisite Testing

So you don't think you need that prerequisite class? Challenge the requirement by testing for Medical Terminology, Math for Health Occupations, and/or Anatomy and Physiology.

<b>2 hours</b>	<b>\$9</b>	PRD75 I
----------------	------------	---------

#### Special Education Paraprofessional Training

Do you have that special touch? Assist in the special education classroom by working with students with disabilities. Paraprofessionals provide support in the classroom or in community-based education settings; assist the teaching in implementing the IEP; provides safety, health related, and personal care supports to enable a child to access the educational program. This training meets one of the requirements needed to obtain SEP Registry status in Oklahoma. *A high school diploma or GED is required. You must attend all 24-hours of this course. No discounts are eligible.*

<b>24 hours</b>	<b>\$132</b>	
8/29-9/21	T/Th 6-9pm	PRD06 I

# Public Safety



## CPR for Health Care Providers (BLS)

This Basic Life Support (BLS) class teaches you to perform rescue breathing on an adult, child, and infant. You will also be prepared to use an Automatic External Defibrillator (AED). Gain your certification from the American Heart Association today!

5 hours	\$35		
5/1	Mon 5-10pm	PUB07	13
5/9	Tu 5-10pm	PUB07	14
5/15	Mon 5-10pm	PUB07	15
5/16	Tu 5-10pm	PUB07	16
5/24	Wed 8:30am-2:30pm	PUB07	20
5/31	Wed 5-10pm	PUB07	17
6/5	Mon 5-10pm	PUB07	18
6/6	Tu 5-10pm	PUB07	19
7/6	Th 5-10pm	PUB07	1
7/17	Mon 5-10pm	PUB07	2
7/25	Tu 8:30am-2:30pm	PUB07	20
7/25	Tu 5-10pm	PUB07	3
8/7	Mon 5-10pm	PUB07	4
8/14	Mon 5-10pm	PUB07	5
8/23	Wed 5-10pm	PUB07	6
8/29	Tue 8:30am-2:30pm	PUB07	8
8/31	Th 5-10pm	PUB07	7

## CPR for Health Care Providers (BLS) Renewal\*

This class is designed for those who have a current American Heart Association CPR for Healthcare Providers card and need to recertify their card. Students must attend class by the end of the month of the expiration date. Prerequisite: Current CPR for Healthcare Providers or BLS card.

4 hours	\$35		
5/25	Th 8:30am-12:30pm	PUB26	2
7/26	Wed 8:30am-12:30pm	PUB26	1
8/30	Wed 8:30am-12:30pm	PUB26	2

## Advanced EMT

*Prerequisite: Current EMT Basic License/Registry, Healthcare Provider CPR card; Recommended: Anatomy & Physiology and Medical Terminology.*

This program reviews EMT Basic level knowledge. Curriculum also covers shock and fluid therapy with intravenous infusion, respiratory management with the use of adjunctive airway devices, pathophysiology, and general pharmacology.

*Background checks and drug screens will be conducted for all students. Students must have shot records for clinical facilities which will include HB series, TB test, Varicella, Rubella, Rubiola, and Mumps. If no shot record documentation available, students must show documentation of current titer either upon enrollment or after the course starts. Students will be required to complete 140 clinical hours in addition to the 180-hour class. Text required.*

180 hours	\$540		
7/10-12/14	M/Th 6-10pm	PUB10	1



## Public Safety

### Emergency Medical Responder

This course, formerly known as First Responder is an introductory course that will prepare you to successfully challenge the National Registry and receive certification. This course covers all aspects, responsibilities, and duties for providing emergency care. You will be able to provide direct patient care in a variety of medical emergency situations, identify and understand your legal, moral and ethical responsibilities, and will work and perform as a health care professional. Text required.

<b>72 hours</b>	<b>\$215</b>	
8/8-10/5	T/Th 6-10pm	PUB25 I

### EMT Basic – Virtual Academy

Virtual EMS Academy provides you with the flexibility of being able to complete all of the training requirements to prepare you to sit for their EMT-Basic National Registry Exam without having to attend classroom instruction on a regular schedule. This course is a hybrid, combining online learning with required classroom skills lab days and clinical rotations in order successfully complete the training requirements. You will attend the first class session for an orientation with the instructor where you will receive information for accessing the online curriculum, as well as a schedule of the skills lab dates and other information. You will be responsible as an independent learner for maintaining the discipline to keep on schedule with all course requirements without supervision. *Background checks and drug screens will be conducted for all students. Text, and \$15 for insurance required.*

<b>216 hours</b>	<b>\$625</b>	
8/15-2/27	T/Th 6-10pm	PUB27 I



### EMT-Paramedic Level I\*

*Prerequisite: Basic EMT License, text required.*

*Students are required to submit a completed Paramedic Program Application and meet all requirements specified within the application.*

This is the first course in a four course Paramedic Program. While introduced to the world of paramedicine, you learn the roles and responsibilities of a Paramedic. In addition to reviewing medical, legal and ethical issues, you learn the foundations in pathophysiology, pharmacology and medication administration. Anatomy and Physiology is included in this class. Student will not be required to participate in clinical rotations during Level I.

<b>322 hours</b>	<b>\$725</b>	
8/15-2/8	T/Th 9am-5pm	PUB11 I

### First Aid

Feel confident in an emergency! Get certified through American Heart Association in this short class.

<b>3 hours</b>	<b>\$25</b>	
5/23	Tu 6-9:30pm	PUB06 3
7/24	Mon 6-9:30pm	PUB06 1
8/29	Tu 6-9:30pm	PUB06 2



**Subscribe. Watch. Like/Share.**

<http://www.youtube.com/user/GPTCLawton>

**Enroll early to avoid cancellations.**



# Security Guard



## Phase I Basic

Join forces with this national award-winning instructor to take the first step toward obtaining your security guard license. *CLEET requires that students attend all units of instruction so full attendance is mandatory. Certain crime convictions may disqualify a person from obtaining or holding an unarmed or armed security guard license. Students must be 18-yrs old to become licensed as an unarmed security guard, and twenty-one to become licensed as an armed security guard. More information about licensure may be found at [www.ok.gov/cleet](http://www.ok.gov/cleet). Click on Licensing then Security Guard. Text required.*

<b>28 hours</b>	<b>\$105</b>		
8/15-9/5	T/Th 6-10pm	SGT01	I

## Earn a High School Equivalency Diploma at Great Plains Technology Center

(formerly GED)

For information, call Adult Basic Education (ABE) at:

580.250.5685 or  
580.250.5656 or email  
[abe@greatplains.edu](mailto:abe@greatplains.edu)

**FREE Classes!**

### ADULT BASIC EDUCATION

Persons interested in working toward High School Equivalency (HSE) should come to Room 148, located in Building 100, and fill out an application.

We will call and schedule an appointment for Orientation and Placement Testing as seats become available.

HSE classes are offered at no cost.

### HSE TESTING

For dates and information, contact the ABE office at 580.250.5585.

Great Plains Technology Center offers 3 HSE Testing choices:

- GED • HiSET • TASC

All are acceptable for High School Equivalency

Cost varies by test, from \$70-\$136

All tests contain four basic parts:

- Math • Language Arts • Science • Social Studies



## Trade and Industrial Classes

### Auto Body Repair Beginning to Advanced

Whether it takes sheet metal repair, fiberglass body panel installation, structural alignment or paint refinishing to make your chassis classy, it is all here for you. Students will provide a project which must meet with the instructor's approval.

96 hours	\$375		
5/1-7/24	M/W 6-10pm	TAT11	3
5/2-7/25	T/Th 6-10pm	TAT11	4
8/7-11/1	M/W 6-10pm	TAT11	1
8/8-10/31	T/Th 6-10pm	TAT11	2

### Electrical Residential Wiring Level I

You will learn the principles of electrical wiring, from gauging wire size to installing electrical outlets, light switches, and breaker boxes. The course will focus specifically on electrical applications of electrical wiring. *Text required.*

42 hours	\$169		
8/8-9/21	T/Th 6:30-9:30pm	TAT07	1

### Forklift Operator Training

Learn to operate a forklift while learning the non-job specific training requirements mandated in the OSHA standard 1910.178. Topics include the classes, types, and safe operation of Powered Industrial Trucks. You will gain a greater understanding of the stability and capacity as well as get hands-on training on a sit down counter balance forklift.

6 hours	\$49		
5/26	Fri 8am-2pm	TAT06	3
6/30	Fri 8am-2pm	TAT06	4
7/28	Fri 8am-2pm	TAT06	1
8/25	Fri 8am-2pm	TAT06	2

### Heating, Ventilation and Air Conditioning, Level I

Demand is great for heat and air technicians. Get acquainted with the components of the refrigeration cycle, troubleshooting, refrigerants, and leak detection. You will also learn the electrical systems of air conditioning and refrigeration units and more. This popular class fills quickly; enroll early! *Text required.*

84 hours	\$335		
8/28-12/11	M/W 6-9pm	TAT20	1



### Heating, Ventilation and Air Conditioning, Level II\*

*Prerequisite: Journeyman Mechanic, or Heating, Ventilation and Air Conditioning, Level I*

Conquer troubleshooting, diagrams, and servicing of gas and electric heating and air conditioning systems. You will also learn about Heat Pumps and receive your PURON refrigerant certification. *Text required, same as book used for Level I.*

84 hours	\$335		
8/8-10/17	T/Th 6-10pm	TAT21	1



**@GreatPlainsTech**

## We offer training solutions.

Great Plains Technology Center can deliver expert computer software training *when you need it.*

We identify specific skills needed to improve the proficiency of your employees and then develop customized training to meet those needs.

For more information call 250-5661 and ask about our customized contract training for businesses, or email: [jnoel@greatplains.edu](mailto:jnoel@greatplains.edu).



**Notice of Non-Discrimination** – Great Plains Technology Center does not discriminate on the basis of race, color, national origin, gender, age, disability in admission to its programs, services or activities, in access to them, in treatment of individuals, or in any aspect of their operations. Great Plains Technology Center is an Equal Opportunity Employer and does not discriminate in its hiring or employment practices.

This notice is provided as required by Title VI or the Civil Rights Act of 1964, Section 504 of the Rehabilitation Act of 1973, Title IX of the Education Amendments of 1972, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990.

Questions, complaints or requests for additional information regarding these laws may be forwarded to the designated compliance coordinators, James Bishop and/or Joelle Jolly, 580.355.6371 at Great Plains Technology Center, 4500 W. Lee, Lawton or Gary Tyler and/or Nancy Hasley, 580.335.5525 at Great Plains Technology Center, 2001 E. Gladstone, Frederick, OK.

This school is authorized under Federal law to enroll nonimmigrant students.

## Are You a School Employee?

### We've got a deal for you!

School employees within the Great Plains' district can receive 50% off the cost of tuition on most classes listed in this catalog, pages 3-18.

For more information give us a call at 580.250.5500.

*Does not apply to the Motorcycle classes or Health Skills Testing. Notify staff at the time of enrollment in order to receive discount. No discounts or refunds will be awarded after enrollment is complete. Only one discount per class.*



# Full-time Career Education Programs – Lawton Campus



## Architecture & Construction

Gain the technical skills needed to help prepare for your long-term career. Learn to draft, design and plan for construction, as well as remodels, additions and repairs.

Career Majors:

**Residential HVAC Technician**  
**Carpentry, Level I**  
**Carpentry, Level II**  
**Residential Electrician's Assistant**  
**Unlimited Electrician's Assistant**

## Arts, A/V Technology & Communications

Challenge your creative talents and develop your graphic design and production skills in this career path.

Career Majors:

**Digital Graphic Designer**

## Business, Management & Administration

Students will learn to plan, organize, direct, and evaluate business functions in these career majors.

Career Majors:

**Executive Administrative Assistant**  
**Medical Office Assistant**

## Education & Training (High School Students Only)

Students will learn to plan, manage and provide education and training services, and related support services.

Career Major:

**Teacher Prep** – High school students only may apply.

## Health Science (High School Students Only)

The following high school only health science career majors will help prepare students for health careers, or for further health education at GPTC or college.

Career Major:

**Nursing Assistant**

## Health Science (Adult Students Only)

Help make a difference in peoples' lives. Solid communication and science skills, and a desire to help people, will give you an edge in the largest and fastest-growing career industry in the nation.

Career Majors:

**Practical Nurse**  
**Radiologic Technology**  
**Surgical Technology**

## Hospitality & Tourism

Students will explore careers in the management, marketing and operations of restaurant and other food services, lodging attractions, recreational events and travel-related services in this career path.

Career Majors:

**Culinary Hospitality Assistant**  
**Culinary Coordinator**  
**Hospitality Service Assistant** (admission by special permission)

**FREE tuition**  
**for High School Students**

# Full-time Career Education Programs – Lawton Campus



## Information Technology

In this career path students will learn to design, develop, support and manage hardware, software, multimedia and systems integration.

Career Majors:

**3D Animator**  
**Cyber Security Forensic Specialist**  
**Desktop Support Technician**  
**Network & Computer Systems Administrator** – *Adult students only may apply.*  
**Video Producer**

## Law, Public Safety, Corrections & Security

Students will learn to develop leadership and teamwork skills and will learn to manage and provide public safety and protective services. This career path is vital to the communities where we live, work and play.

Career Majors:

**Advanced Firefighter** – *Adult students only may apply.*  
**Criminal Justice Officer**

## Manufacturing

Students will learn how to plan, manage and process materials into intermediate and final products in this career path.

Career Major:

**Combination Welder**

**High school students, see your high school counselor for an enrollment application.**

## Science, Technology, Engineering & Mathematics STEM

*(High School Only)*

Students will learn about rockets, robots and more on this in-demand career path. Our Pre-Engineering and Biomedical classrooms are unlike any other you've experienced, filled with the latest design software, cutting edge materials and equipment, and ongoing hands-on, project-based activities. Here is where math and science turn into ingenuity and innovation.

Project Lead the Way Career Majors:

**Biomedical Science & Medicine**  
**Pre-Engineering**

## Transportation, Distribution & Logistics

Students will learn about careers and businesses involved in a critical economic sector: planning, managing and moving people, materials and goods.

Career Majors:

**Automotive Service Technician**  
**Combination Collision Repair Technician**  
**Medium/Heavy Diesel Truck Service & Light Repair Technician**

## Adult students, call to speak to one of our Counselors

- Call Student Services at 580.250.5535 for a complete list of career majors, plus tuition and fee costs, or to schedule an appointment with one of our counselors.
- Financial aid and VA available for those who qualify. For more information, call 580.250.5534 for details.

# Full-time Career Education Programs – Tillman-Kiowa Campus–Frederick

## RESIDENTIAL CARPENTRY

*Approved career majors: Carpenter's Helper and Residential Carpentry.*

- Work in all aspects of residential and commercial construction, including estimating, framing, roofing, and interior finishing
- Work individually and in teams to design and construct meaningful projects for the community
- Operate a wide range of professional power tools to complete projects in the shop and at the work site

## AGRICULTURAL & MACHINERY REPAIR TECHNICIAN

*Approved career major: Agriculture & Machinery Repair Technician.*

- Troubleshoot and repair medium/heavy duty trucks, tractors, and other agricultural equipment
- Use a full-systems approach to maintain heavy equipment in a rapidly changing industry
- Help equipment owners stay productive by delivering quality customer service and valuable repair solutions

## MULTIMEDIA ASSISTANT

*Approved career majors: Multimedia Assistant; Special Effects Technician*

- Use professional editing software to create projects including broadcast productions, digital illustrations, and animations
- Work with computers, digital photography, and multimedia software to design eye-catching promotional materials
- Discover, develop, and express your unique artistic styles through creative marketing campaigns

## DIAGNOSTIC AIDE & NURSE ASSISTANT

*Approved career majors: Diagnostic Aide; Nursing Assistant*

- Deliver compassionate, hands-on patient care in long-term care facilities
- Develop a passion for providing basic nursing care
- Build a professional working relationship with residents and other healthcare team members

## PRACTICAL NURSING

*Adults ONLY may apply.*

- Utilize effective communication and critical thinking skills to deliver high-quality patient care
- Provide compassionate physical and psychological care to help patients recover from illnesses and injuries
- Develop essential customer service and clinical skills

**Tuition FREE for High School Students!**

## Interested in a Career in Respiratory Care Therapy?



A Respiratory Care Therapy career training program is offered in association with Cameron University.

For more information, contact Jennifer Schoolfield at 580.250.5641 or email [jschoolfield@greatplains.edu](mailto:jschoolfield@greatplains.edu), or click:

<https://cameron.edu/catalog/science/biology.html#major575>

# Reconnect to a high school education

Great Plains has reconnected more than 1,400 students to a high school diploma. The SCORE (School of Career Opportunities and Real Education) program is a dropout credit recovery program designed to reconnect students to educational and occupational goals. SCORE allows students to pursue a high school diploma. SCORE education includes halftime career training and halftime academics.

Academic areas include applied math and communications, applied biology and chemistry, and principles of technology. Life skills classes are designed to help the student prepare for the “real” world. For further information please call, SCORE Director Justin McNeil at 580.250.5620 or email: [jmcneil@greatplains.edu](mailto:jmcneil@greatplains.edu).



## Use your VA benefits to gain new skills and a new career.

### GPTC Education Plans Eligible for VA Education Funding

Air Conditioning /Refrigeration  
 Auto Body Repair  
 Automotive Technician  
 Certified Medication Aide  
 CISCO Networking Academy  
 Computer Support Specialist  
 EMT Basic  
 EMT Advanced  
 EMT Paramedic  
 General Maintenance Workers  
 Long Term Care Nurse Aide

Medical Coder  
 Medical Office Professional  
 Network Technician  
 Office/Accounting Clerk  
 Private Investigator, Armed  
 Private Investigator, Unarmed  
 Real Estate Sales Associate  
 Security Guard, Armed  
 Security Guard, Unarmed  
 Special Educ. Paraprofessional  
 Welding

Questions regarding evening classes and benefits at Great Plains Technology Center should be directed to a Career Counselor in Building 100, Room 107, or call 580.250.5503.



**To contact the Regional Veterans Administration office:**

**Department of Veteran Affairs, P.O. Box 8888  
 Muskogee, OK 74402-8888  
 Phone: 1.888.442.4551 • [www.gibill.va.gov](http://www.gibill.va.gov)**

# Connecting Great Plains to Nontraditional Students!



WoMAN  
UP!



A nontraditional student is one pursuing education in an occupation which employs less than 25% of their gender.

Women can earn up to 30% more working in nontraditional fields.

**Apply Today!! Call 580.250.5535**



# Business Development Center

at Great Plains Technology Center

A certified business incubator, Great Plains Technology Center's new Business Development Center, is a 28,000 square foot facility which supports the entrepreneurial spirit of business success in Southwest Oklahoma.

Features: lecture hall and conference rooms for meetings, commercial kitchen, light industrial bays, private and co-working office spaces, commercial arts studios.

Apply for tenancy or time rental today!

Contact: Cody Holt,  
Business Center Coordinator  
580.250.5519 or [cholt@greatplains.edu](mailto:cholt@greatplains.edu)

**GREAT PLAINS**  
Technology Center  
BUSINESS DEVELOPMENT CENTER  
[www.bdc.greatplains.edu](http://www.bdc.greatplains.edu)  
1601 SW Park Ridge Blvd.

## Start or Grow a Business. We can help.

### Attend One of Our Business Seminars and Special Events.

**Oklahoma Tax Commission, 9am-12pm  
Room 655**  
June 1st—No Charge

**Going into Business & Introduction to  
GrowthWheel, 9am-12pm, Room 656**  
May 8th—\$15; no charge for EDC members

**EDC Seminar: Handling Seasonality  
9am-12pm, Room 656**  
May 4th—\$25; no charge for EDC members

**EDC Seminar: Growth & Succession  
1pm-4pm, Room 656**  
June 6th—\$25; no charge for EDC members

To enroll in a seminar or for more information contact Michelle Douglas at 580.250.5551 or email: [mdouglas@greatplains.edu](mailto:mdouglas@greatplains.edu)

**Become a member. Call us at 580.250.5550 for pricing and info.**

Membership benefits include:

- Monthly EDC Seminars
- Access to GrowthWheel certified products & training at 50% off.
- Up to 5 hours of monthly professional consulting
- 5% off customized training
- Monthly Newsletter
- Early access to Business Trade Show
- Special member's only event

<http://edc.greatplains.edu/>



## DETACH AND MAIL OR FAX TO:

Great Plains Technology Center • Adult Career Development  
 Building 100 • 4500 West Lee Blvd., Lawton, OK 73505  
 Phone 580.250.5500 • Fax 580.250.5549 • [www.greatplains.edu](http://www.greatplains.edu)

(Please Print)

### ENROLLMENT FORM – For Short-Term, Part-Time Classes Only

LAST NAME \_\_\_\_\_ FIRST NAME \_\_\_\_\_ M.I. \_\_\_\_\_

ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_

STATE \_\_\_\_\_ ZIP \_\_\_\_\_

DAYTIME PHONE \_\_\_\_\_ EVENING PHONE \_\_\_\_\_

EMAIL ADDRESS \_\_\_\_\_ DISCOUNT APPLIED \_\_\_\_\_

1. CLASS CODE \_\_\_\_\_ SECTION \_\_\_\_\_

CLASS NAME \_\_\_\_\_ COST \$ \_\_\_\_\_

2. CLASS CODE \_\_\_\_\_ SECTION \_\_\_\_\_

CLASS NAME \_\_\_\_\_ COST \$ \_\_\_\_\_

3. CLASS CODE \_\_\_\_\_ SECTION \_\_\_\_\_

CLASS NAME \_\_\_\_\_ COST \$ \_\_\_\_\_

PAYMENT MUST BE INCLUDED WITH ENROLLMENT.

## 5 easy ways to pay!



Enrollment guidelines, policies and answers to frequently asked questions are available at [www.greatplains.edu](http://www.greatplains.edu).  
 Please note: textbooks are not included in the cost of tuition.



# 4 easy ways to enroll:

**Visit:** Building 100, Room 111—Office hours are Monday through Thursday 8:00 a.m. to 8:30 p.m., Friday 8:00 a.m. - 3:00 p.m., and Saturday 8:00 a.m. - 12 p.m. in Lawton

Or visit 2001 E. Gladstone, Frederick, OK 73542

**Phone:** Lawton—580.250.5500 • Frederick—580.335.5525

**Fax:** Lawton—580.250.5549 • Frederick—580.335-2209

**Mail:** Adult Career Development (ACD), Great Plains Technology Center, 4500 W. Lee Blvd., Lawton, OK 73505

## Enrollment Guidelines—Evening and Saturday Classes

- You must be at least 16 years of age to enroll in Adult Career Development classes.
- Tuition is due in full at time of enrollment.
- Enrollment is on a first come, first served basis.
- Class space is limited.
- Early enrollment helps keep classes from being cancelled.
- Textbooks are NOT included in the price of tuition and may be purchased in the bookstore located inside the Adult Career Development (ACD) office in Building 100, Room 111.

### Cancellation Policy

Classes are cancelled when enrollment is below the minimum number of students required to hold the course.

### Inclement Weather

Great Plains will decide by 7:00 a.m. if full-time daytime classes will meet, and by 2:00 p.m. if evening classes will meet.

Announcements will be made on local radio and television stations, as well as on our Facebook and Twitter pages.

### Refund Policy-ACD Classes

- 100% refund— prior to the course start date.
- 50% refund— start to two days after course start date.
- 0% refund—3 days after course start date and thereafter.

### Discounts

- Persons age 60+, 50% off most ACD classes.
- Public school employees, 50% off most ACD classes.
- Discounts cannot be combined.
- Discounts do not apply to textbooks.

### Reciprocity Agreement

In accordance with the State Board of Oklahoma Career Tech, students enrolling in a part-time evening or Saturday class who currently reside within a district served by an Oklahoma Technology Center may enroll at the rates published in this catalog. Any student who does not live within a technology center district will be charged twice the published rate.

Students enrolling in full-time adult programs who do not reside in the Great Plains Technology Center district will be charged the published tuition plus a \$1,000 out of district fee.

### Special Accommodations

If you require special accommodations due to a disability, contact Kristy Barnett at 580.250.5531.

### Financial Aid

A limited number of Great Plains Foundation Scholarships are available. You may pick up applications for the scholarship in Building 100, Room 107. Applications can also be downloaded at: <http://www.greatplains.edu/student-resources/financial-aid/>

The completed application should be returned to Financial Aid, Room 107, Building 100 in Lawton. Scholarship deadline dates are April 1 for classes beginning May-July; July 1 for classes beginning August-December; and December 1 for classes beginning January-April.

Veterans Education and Training Benefits— we can assist you in filing a claim for education benefits with the Department of Veterans Affairs. Pell Grants are available for full-time programs for those who qualify.

**Financial Aid questions** may be directed to the, Financial Aid Coordinator, phone 580.250.5534.

# DOWNLOAD OUR APP.

stay updated on news, alerts and events!



## Customized Safety Training

**Our expert trainers can meet your business or organizational OSHA safety training needs.**

**We offer training in such areas as:**

- Fire Extinguisher**
- Fall Protection**
- Aerial Lift Safety**
- Bloodborne Pathogens**
- First Aid/CPR/AED**
- and many more.**

To schedule a free consultation, or to schedule training, contact:

Shawn Johnson

Phone: 580-250-5552

Email: [sjohnson@greatplains.edu](mailto:sjohnson@greatplains.edu)

