

CAREER EDUCATION CENTER

COURSE CATALOG

2022-23





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CEC COURSE CATALOG

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APPLY
ONLINE

HOW TO APPLY

Step One

Go to registration portal on website: vcoe.org/cec

Step Two

Create student
account

Step Three

Complete all required fields including program
specific acknowledgements and uploads if applicable

Step Four

Select course (student may only choose one)

Step Five

Submit

Step Six

Print / Save Confirmation of Application and return to
student's school counselor as verification of your intent to
participate in this course.

(Confirmation of application does not verify enrollment in
class. An official acceptance and all future correspondence
will be sent to the student's email provided)



PROGRAM SCHEDULE

22-23



CEC BUS PICKUP ROUTES

Approximate Arrival to CEC : 2:15 PM
Approximate Departure From CEC: 6:35 PM

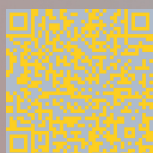


MONDAY / WEDNESDAY

Santa Paula High School
Westlake High School
Conejo Valley High School
Thousand Oaks High School
Newbury Park High School
Adolfo Camarillo High School
Rio Mesa High School
Oxnard High School
Pacifica High School
Channel Islands High School
Hueneme High School

TUESDAY / THURSDAY

Rio Mesa High School
Oxnard High School
Pacifica High School
Channel Islands High School
Hueneme High School
Ventura High School
Pacific High School
Foothill Tech High School
Buena High School
Simi Valley High School
Santa Susana High School
Apollo High School
Royal High School
Moorpark High School
Rancho Campana High School



Advanced Naval Technologies

Program	Day	Start	Length	End	Time
Adv. Naval Tech.	M/W	8/8/22	Sem	1/11/23	4:30 - 6:30 PM
Adv. Naval Tech.	M/W	1/18/23	Sem	6/12/23	4:30 - 6:30 PM

Applied Manufacturing

Program	Day	Start	Length	End	Time
Manuf.	T/TH	8/9/22	Sem	1/17/23	4:30 - 6:30 PM
Manuf.	T/TH	1/19/23	Sem	6/8/23	4:30 - 6:30 PM

Auto Structural Repair & Refinishing

Program	Day	Start	Length	End	Time
Auto Body/Paint	M/W	8/8/22	Year	6/12/23	2:30 - 6:30 PM
Auto Body/Paint	T/TH	8/9/22	Year	6/8/23	2:30 - 6:30 PM

Auto Technology

Program	Day	Start	Length	End	Time
Auto Tech	M/W	8/8/22	Year	6/12/23	2:30 - 6:30 PM
Auto Tech	T/TH	8/9/22	Year	6/8/23	2:30 - 6:30 PM

Aviation

Program	Day	Start	Length	End	Time
Aviation	M/W	8/8/22	Year	6/12/23	2:30 - 6:30 PM

Certified Nursing Assistant Honors (Bus Route- One Way Only Due to End Time)

Program	Day	Start	Length	End	Time	*Additional Dates
CNA	M/W*	8/1/22	Sem	12/14/22	2:30 - 7:30 PM	*F: 8/12, 8/26, 9/9, 9/16, 9/23, 10/7, 12/9 & State Exam: 12/17
CNA	T/TH*	8/2/22	Sem	12/15/22	2:30 - 7:30 PM	*F: 8/19, 9/30, 10/14, 10/21, 12/2, 12/16 & State Exam: 12/17
CNA	T/TH*	1/3/23	Sem	6/16/23	2:30 - 7:30 PM	*State Exam: 6/21/23

Dental Assistant Honors

Program	Day	Start	Length	End	Time
Dental	M/W	8/1/22	Year	6/14/23	2:30 - 6:30 PM
Dental	T/TH	8/2/22	Year	6/22/23	4:00 - 8:00 PM

Dental Prerequisite: Intro to Oral Cavity (Online Sync.)

Program	Day	Start	Length	End	Time
Oral Cavity	T	9/13/22	Qtr	10/11/22	7:00 - 9:00 PM
Oral Cavity	T	2/14/23	Qtr	3/14/23	7:00 - 9:00 PM

Medical Assistant

Program	Day	Start	Length	End	Time
Med. Assistant	M/W	8/8/22	Year	6/12/23	2:30 - 6:30 PM
Med. Assistant	T/TH	8/9/22	Year	6/8/23	2:30 - 6:30 PM
Med. Assist. SVUSD	TBD	TBD	Year	TBD	TBD

Medical Prerequisite: Intro to Patient Care (Online Sync.)

Program	Day	Start	Length	End	Time
Intro Patient Care	T	9/13/22	Qtr	10/11/22	7:00 - 9:00 PM
Intro Patient Care	T	10/25/22	Qtr	11/29/22	7:00 - 9:00 PM
Intro Patient Care	T	2/14/23	Qtr	3/14/23	7:00 - 9:00 PM

Veterinary Assistant

Program	Day	Start	Length	End	Time
Vet Assistant	T/TH	8/9/22	Year	6/8/23	2:30 - 6:30 PM

Welding

Program	Day	Start	Length	End	Time
Weld	M/W	8/8/22	Year	6/12/23	2:30 - 6:30 PM
Weld	T/TH	8/9/22	Year	6/8/23	2:30 - 6:30 PM

Updated March 3, 22 JS

VETERINARY ASSISTANT

If you are interested in working with people and their pets, ROP Veterinary Assistant program is an introduction to the animal-related field. This course is a combination of academic lecture, group activities, online course work, hands-on lab practicals using models and live animals with emphasis on safety and humane practices. Students intern during the second semester pending available placements; placements include private veterinary hospitals, non-profit animal rescue organizations, and Ventura County Animal Services (Camarillo Animal Shelter). Students with an internship site mentor have the opportunity to prepare for the California Veterinary Medical Association, Certified Veterinary Assistant Level 1 exam. Students may opt to continue at the Ventura College Veterinary Assistant or Veterinary Technology program. Career paths from this course include animal caretaker, veterinary assistant, registered veterinary technician, and veterinarian. Upon successful program completion students will receive an ROP Certificate of Proficiency.



CLASS DATES & TIMES

Day	Start	Length	End	Time
T/TH	8/9/22	Year	6/8/23	2:30 - 6:30 PM

**INDUSTRY
CERTIFICATION**
Preparation for CVMA
Certified Veterinary
Assistant



PROGRAM DETAILS

Prerequisite	Course Title	Grade Level	Course Length	Pathway
Completion of Biology or Equivalent with a B or better.*	ROP Veterinary Assistant	11 & 12	1 Year	AGR-103-Animal Science
Course Code	Course Level	Recommended Credit	A-G Credit	Articulated
7141 / 7142	Concentrator/ Capstone	20 per year	Yes (G)	N/A

*May not take prerequisite concurrently





CERTIFIED NURSE ASSISTANT

Nursing Assistants touch the lives of patients with compassion and care. Becoming a Nursing Assistant is a stepping-stone on the path to a nursing career. The course covers theory, skills lab, and clinical experiences and includes an internship pending Covid-19. After successful completion the student is eligible to take the California state competency exam for CNA certification. Students will be prepared to work in skilled nursing facilities or hospital settings as well as home care or assisted living. A CNA may also continue to become a Home Health Aide or Restorative Nurse Assistant. A CNA may also further pursue a career as a Registered Nurse or Licensed Vocational Nurse. CNA's continue to be in high demand due to a growing aging population. Upon successful program completion students will receive an ROP Certificate of Proficiency and have an opportunity to take the state CNA exam.



CLASS DATES & TIMES

DAY	START	LENGTH	END	TIME	*ADDITIONAL DATES
M/W*	8/1/22	Sem	12/14/22	2:30 - 7:30 PM	*F: 8/12, 8/26, 9/9, 9/16, 9/23, 10/7, 12/9 & State Exam: 12/17
T/TH*	8/2/22	Sem	12/15/22	2:30 - 7:30 PM	*F: 8/19, 9/30, 10/14, 10/21, 12/2, 12/16 & State Exam: 12/17
T/TH*	1/3/23	Sem	6/16/23	2:30 - 7:30 PM	*State Exam: 6/21/23

PROGRAM DETAILS

Prerequisite	Course Title	Grade Level	Course Length	Pathway
Intro to Patient Care, Medical Terminology or Anatomy/Physiology with a B or higher	ROP Certified Nurse Assistant Honors	11 & 12	1 Semester	HLT-198- Patient Care
Course Code	Course Level	Recommended Credit	A-G Credit	Articulated
7922	Capstone	10 per semester	Yes (G)	N/A

ADDITIONAL NOTES

- May not take prerequisite concurrently
- Course runs outside the CEC bus transportation schedule
- Course starts two weeks prior to regular CEC classes
- Fingerprinting: must pass Live Scan (this is completed in class)
- Must submit proof of up to date immunizations & TB test



DENTAL ASSISTANT



Dental Assisting is a life changing career choice. Learn dental terms, X-ray techniques, instruments, treatment room preparation, chair-side assisting, and preventative dentistry skills. Upon completion of course requirements, students earn a Radiology Safety Certification. 10-month credit towards a 15-month work experience requirement to be eligible to become a Licensed Registered Dental Assistant with the Dental Board of California. BLS 8-hour CPR Certification Highly skilled knowledgeable DA's are needed in dental offices including General Practice, Pediatric, Orthodontic, Periodontist, Prosthodontist, Endodontists, and Oral Surgery. Upon successful program completion students will receive an ROP Certificate of Proficiency.

CLASS DATES & TIMES



Day	Start	Length	End	Time
M/W	8/1/22	Year	6/14/23	2:30 - 6:30 PM
T/TH	8/2/22	Year	6/22/23	4:00 - 8:00 PM

PROGRAM DETAILS

Prerequisite	Course Title	Grade Level	Course Length	Pathway
Oral Cavity (special consideration) Health / Biology	ROP Dental Assistant Honors	12 - Must be 17 years of age at start of program	1 Year	HLT-198- Patient Care
Course Code	Course Level	Recommended Credit	A-G Credit	Articulated
7921 / 7922	Concentrator/ Capstone	20 per year	Yes (G)	N/A

ADDITIONAL NOTES

- Must submit proof of up to date immunizations & TB test
- Cannot take prerequisite concurrently
- 10 month program (early start: extended year)





MEDICAL ASSISTANT

The Medical Assistant program will prepare students to perform both administrative and clinical duties. These include using electronic health records, answering telephones, welcoming patients, updating and filing patient medical records, scheduling appointments, handling correspondence and billing. Students will be trained to record vital signs, prepare patients for procedures, assist physicians with exams and treatment, administer medication (including vaccines), perform routine laboratory procedures and ECGs. Students also will learn about the legal, ethical and safety issues related to working in a healthcare environment. Students who successfully complete theory and clinical skills, interview process and instructor recommendation may be eligible for internships, subject to availability. This course prepares students to take a state Medical Assisting Certification examination, which is optional and not a part of the course. Upon successful program completion students will receive an ROP Certificate of Proficiency.



CLASS DATES & TIMES

Day	Start	Length	End	Time
M/W	8/8/22	Year	6/12/23	2:30 - 6:30 PM
T/TH	8/9/22	Year	6/8/23	4:00 - 8:00 PM

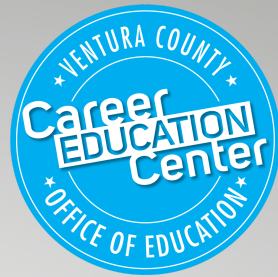
PROGRAM DETAILS

Prerequisite	Course Title	Grade Level	Course Length	Pathway
Intro to Patient Care, Medical Terminology or Anatomy/Physiology with a B or higher	ROP Medical Assisting	11 & 12	1 Year	HLT-198- Patient Care
Course Code	Course Level	Recommended Credit	A-G Credit	Articulated
7921 / 7922	Concentrator/ Capstone	20 per year	Yes (G)	N/A

ADDITIONAL NOTES

- May not take prerequisite concurrently
- Must submit proof of up to date immunizations & TB test





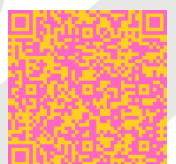
DENTAL PREREQUISITE: INTRO TO ORAL CAVITY

This introductory course is designed as a prerequisite, exploratory course for students to become familiar with the ROP Dental Assisting program. Students will gain foundational knowledge of dental concepts and a deeper understanding of the program to help them make informed decisions about continuing in the 300 hour Dental Assisting program. Course content will focus on dental careers, fundamental terminology, and the basics of dental assisting. Students successfully completing this course will have positive consideration when applying for the full-year Dental Assisting program. This course combines five weeks of synchronous, online coursework with a single day classroom experience.

PROGRAM DETAILS

Prerequisite	Course Title	Grade Level	Course Length	Pathway
N / A	ROP Introduction to Oral Cavity	11	Quarter	HLT-198-Patient Care
Course Code	Course Level	Recommended Credit	A-G Credit	Articulated
7920	Prerequisite	1	N/A	N/A
Industry Certification	Additional Notes			
None	Online			

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MEDICAL PREREQUISITE: INTRO TO PATIENT CARE

The Patient Care course is designed to introduce students to a career as a Medical Assistant (MA) or Certified Nurse Assistant (CNA). This introductory offering is a prerequisite for both the MA/CNA programs. This survey course provides information on foundational concepts and requirements that prepare potential students for the rigor of both the course and the training required in these fields of study. With a focus on both theory and practical skills, students will be introduced to the professional norms, skills, and competencies related to MA/CNA careers. Students will analyze case studies and critically examine the ethics and procedures involved in a clinical setting. Upon completion of this course, students will understand the demands of the course and be better prepared to make a more successful decision on career choice. This course aligns with CDE CTE Health Science and Medical Technology, pathway 198.

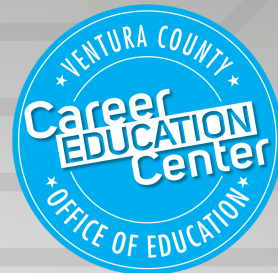
PROGRAM DETAILS

Prerequisite	Course Title	Grade Level	Course Length	Pathway
N / A	ROP Introduction to Patient Care	10 & 11	Quarter	HLT-198-Patient Care
Course Code	Course Level	Recommended Credit	A-G Credit	Articulated
7920	Prerequisite	1	N/A	N/A
Industry Certification	Additional Notes			
None	Online			

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ADVANCED NAVAL TECHNOLOGIES



Advanced Naval Technology (ANT) exposes students to the high-tech careers and culture of working for the Navy Department of Defense and regional Department of Defense contractors. Students are introduced to technologies including systems engineering, radar, LIDAR, laser technologies, cybersecurity, hypersonics, and advanced materials for marine applications. Naval Base Ventura County is Ventura County's largest employer. Learn about the variety of careers offered, giving students a competitive edge on college and scholarship application and / or applying for jobs on our Navy bases. Upon successful program completion students will receive an ROP Certificate of Proficiency.



CLASS DATES & TIMES

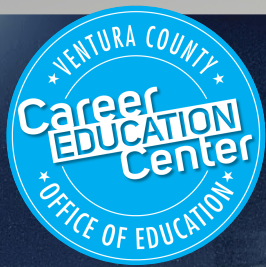
Day	Start	Length	End	Time
M/W	8/8/22	Sem	1/11/23	4:30 - 6:30 PM
M/W	1/18/23	Sem	6/12/23	4:30 - 6:30 PM

PROGRAM DETAILS

Prerequisite	Course Title	Grade Level	Course Length	Pathway
N/A	ROP Advanced Naval Technologies	11 & 12	1 Semester	ICT-174-Software & Systems Development
Course Code	Course Level	Recommended Credit	A-G Credit	Articulated
8131	Concentrator	5 per semester	Yes (G)	N/A

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APPLIED MANUFACTURING

From the cars we drive to the phones we use to stay connected, manufactured goods are all around us. Our manufacturing program allows students to dive into the world of both engineering and manufacturing. Our manufacturing class covers everything from 3D modeling and CAD design, to programming 3 axis CNC mills, along with multiple other pieces of machinery. Students will be eligible to take a NIMS credential as part of their coursework. This class will prepare students for a career in engineering, CAD design, CNC programming, and manual machining. Upon successful program completion students will receive an ROP Certificate of Proficiency.

CLASS DATES & TIMES

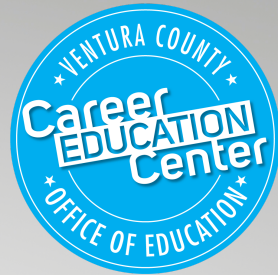
Day	Start	Length	End	Time
T/TH	8/9/22	Sem	1/17/23	4:30 - 6:30 PM
T/TH	1/19/23	Sem	6/8/23	4:30 - 6:30 PM

PROGRAM DETAILS

Prerequisite	Course Title	Grade Level	Course Length	Pathway
N/A	ROP Applied Manufacturing	11 & 12	1 Semester	MAN-212-Machining & Forming Technologies
Course Code	Course Level	Recommended Credit	A-G Credit	Articulated
8220	Concentrator	5 per semester	Yes (G)	N/A



WELDING



Manufacturing is making a comeback in the USA. Our welding program is equipped to give students the knowledge and tools for a successful career in the welding industry. Students will learn the basics of welding, GMAW, GTAW, SMAW, FCAW, blueprints, plasma cutting and many more industry standards. Upon completion of the first semester, students may have the opportunity to intern at Ventura County job sites. Many students start their careers at these job sites. By taking this course, students will learn the essentials for entry-level employment. The knowledge gained from the CEC welding program can open many career opportunities to our students in unions, at local fabrication shops, and in automotive, oil industry, and manufacturing industries. Upon successful program completion students will receive an ROP Certificate of Proficiency.



CLASS DATES & TIMES

Day	Start	Length	End	Time
M/W	8/8/22	Year	6/12/23	2:30 - 6:30 PM
T/TH	8/9/22	Year	6/8/23	2:30 - 6:30 PM

INDUSTRY CERTIFICATION

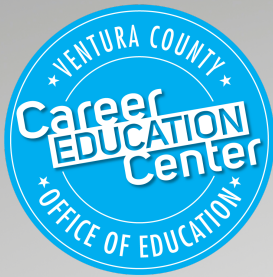
Preparation for
AWS D1.1 Cert



PROGRAM DETAILS

Prerequisite	Course Title	Grade Level	Course Length	Pathway
N/A	ROP Introduction to Welding	11 & 12	1 year	MAN-213- Welding & Materials Joining
Course Code	Course Level	Recommended Credit	A-G Credit	Articulated
8230 / 8231	Concentrator/ Capstone	20 per year	Yes (G)	Ventura College, Planned





AUTO STRUCTURAL REPAIR & REFINISHING

If you love cars and enjoy working with your hands, this may be the class for you. Auto Body Repair/Auto Paint and Refinishing is a hands-on shop class that teaches proper repair and restoration of damaged vehicles. Students will learn the basics of metal cutting, shaping, welding, dent repair, bare metal preparation, priming, spray gun usage, masking, color mixing, spray, and polishing. This is a year-long class; the first semester focuses on class and lab work, and students may have an opportunity to intern at local shops the second semester. Students take a foundational ICAR certification examination. Students will learn the fundamentals of the Automotive Collision Industry in an industry standard shop on the Camarillo campus. Upon successful program completion students will receive an ROP Certificate of Proficiency.



CLASS DATES & TIMES

Day	Start	Length	End	Time
M/W	8/8/22	Year	6/12/23	2:30 - 6:30 PM
T/TH	8/9/22	Year	6/8/23	2:30 - 6:30 PM



PROGRAM DETAILS

Prerequisite	Course Title	Grade Level	Course Length	Pathway
N/A	ROP Structural Repair & Refinishing	11 & 12	1 year	TRA-220-Structural Repair & Refinishing
Course Code	Course Level	Recommended Credit	A-G Credit	Articulated
7141 / 7142	Concentrator/ Capstone	20 per year	Yes (G)	Oxnard College Pending





AUTO TECHNOLOGY

This course introduces the careers and skills in automotive maintenance and repair. Topics covered include basic engine principles, suspension, steering, brakes, and more. Students learn how to change engine oil and complete basic automotive inspections and preventative maintenance procedures. This class may include an opportunity for an internship in an automotive repair shop where students will learn in the shop environment. There is potential for students to be hired from their internships upon completion of the class. Upon successful program completion students will receive an ROP Certificate of Proficiency.



CLASS DATES & TIMES

Day	Start	Length	End	Time
M/W	8/8/22	Year	6/12/23	2:30 - 6:30 PM
T/TH	8/9/22	Year	6/8/23	2:30 - 6:30 PM

PROGRAM DETAILS

Prerequisite	Course Title	Grade Level	Course Length	Pathway
N/A	ROP Introduction to Automotive Technology	11 & 12	1 year	TRA-221-Systems, Diagnostics, Services, and Repair
Course Code	Course Level	Recommended Credit	A-G Credit	Articulated
8531 / 8532	Concentrator/ Capstone	20 per year	Yes (G)	N/A





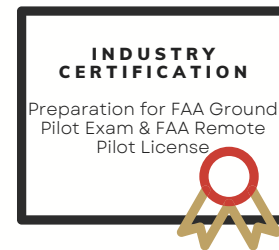
AVIATION & UNMANNED AERIAL SYSTEMS

This course is recommended for high school students who desire a career in aviation-related industries. These include aircraft pilot, UAS pilot, astronaut, flight instruction, air traffic control, aircraft design and construction, aircraft maintenance, airport facilities operator and airport administration. This course is based on the AOPA High School STEM/FAA Private Pilot curriculum and the CEC FAA Part 107 Remote Pilot Curriculum. The course incorporates lessons in aviation history, aviation career opportunities, fundamentals of flight, aircraft flight controls and systems, FAA rules and regulations, operations in national airspace and special use airspace, airport operations, risk mitigation and weather. This course serves as a basic ground school for the FAA Private Pilot Knowledge Test. Additionally, students gain valuable and unprecedented hands on field experience with Unmanned Aircraft through our VCOE partnerships at the U.S. Navy, NOAA, CSULB and more. Upon demonstration of FAA and receiving instructor approval, students are eligible to receive the Federal Aviation Regulations 61.35(a)(1) written endorsement required to take the FAA Private Pilot Knowledge Test. The course also qualifies students to be eligible to take the examination to earn their FAA Remote Pilot Certification. Flight simulators will be used for specific lessons of the course curriculum. This course is limited to students age 16 and over and internships may be available. Upon successful program completion students will receive an ROP Certificate of Proficiency.



CLASS DATES & TIMES

Day	Start	Length	End	Time
M/W	8/8/22	Year	6/12/23	2:30 - 6:30 PM



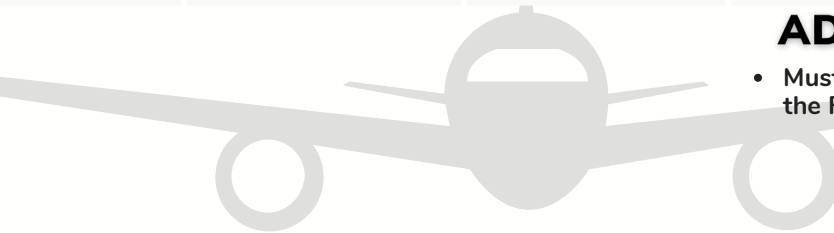
PROGRAM DETAILS

Prerequisite	Course Title	Grade Level	Course Length	Pathway
N/A	ROP Introduction to Aviation / Aviation Honors	11 & 12	Intro Semester 1 Honors Semester 2	TRA-223-Operations
Course Code	Course Level	Recommended Credit	A-G Credit	Articulated
8511 / 8512	Concentrator/ Capstone	20 per year	Yes (G)	N/A

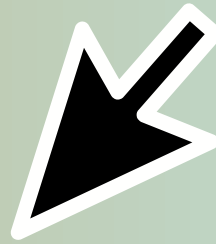
Updated March 3, 22 JS

ADDITIONAL NOTES

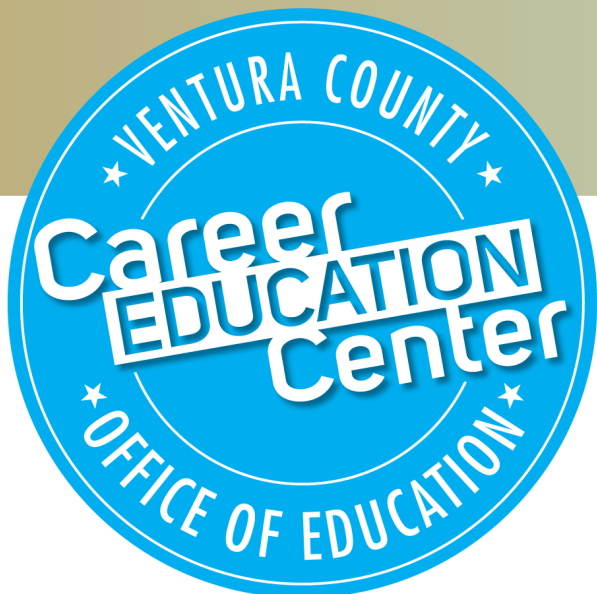
- Must be at least 16 years old to take the FAA Ground Pilot Exam



SIGN UP ONLINE TODAY!



vcoe.org/cec



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🌐 vcoe.org/cec

📍 465 Horizon Circle, Camarillo, CA 93010

