

GREAT PLAINS

Technology Center

Non-Medical Admission Booklet Lawton & Frederick Campus



GREAT PLAINS
Technology Center



FROM THE SUPERINTENDENT

Welcome to Great Plains Technology Center!

I am proud to welcome you to Great Plains Technology Center - a school that holds a special place in my life. In 1976, I stood where you are now. I, too, came to Great Plains as a high school student. To this day I use skills that I learned in my occupational program. I also gained leadership skills in my career and technical student organization, competed in skills contests, and served as a class officer. Great Plains set my feet on a path of opportunity that led me to where I am today.

I challenge each Great Plains student to proudly pursue your specialized occupational training. We have the best subject matter experts to teach and coach you and have surrounded you with a supportive, caring staff that wants you to succeed.

Give Great Plains your time and attention. Set goals for yourself. We are here to help you succeed now and in the future. Take advantage of our open-door policy to talk to us about your experiences here. May your school year build skills for your future and pride in your accomplishments.

Sincerely,

Clarence Fortney

GREAT PLAINS TECHNOLOGY CENTERS PURPOSE AND GOALS

MISSION

Our mission is to prepare individuals for success in work and life, serving as a driving force for economic development in Southwest Oklahoma.

CORE VALUES

We are committed to the communities we serve.
We are ethical and accountable for our decisions and actions.
We are dedicated to promoting economic development in Southwest Oklahoma.

CORE BELIEFS

GPTC believes in the unity of the school and the communities it serves.
GPTC believes lifelong learning promotes economic development for its students, clients, and communities.
GPTC believes its stakeholders are integral to improving programs and services.
GPTC believes employability skills, technical competence, and academic rigor are essential for student success.

Student Support Services

Career Advisement

Great Plains Technology Center offers career counseling services that prepare our students for success in their technical programs. A career counselor can help you with the application process, career counseling, motivation, decision-making, goal setting, crisis counseling and referrals to other counseling services. To schedule an appointment with a career counselor, please call or email:

Lawton Campus: Hannah Ellis, Student Services Secretary at (580) 250-5535 or hellis@greatplains.edu

Frederick Campus: Penny Newman, Secretary at (580) 335-5525 or pnewman@greatplains.edu

Financial Aid Coordinator

The Financial Aid/VA Coordinator is committed to assisting the students of Great Plains Technology Center with their needs for Federal Financial Aid and Veterans Benefits. It is our goal to make applying for FA and VA benefits as stress free as possible. Please call or email with any questions or concerns:

Dustin Davidson, Financial Aid/VA Coordinator
Email: ddavidson@greatplains.edu
Phone: (580) 250-5534

Academic Center – Lawton Campus

Great Plains Technology Center employs an Academic Center Coordinator who can assist you with developing a basic skill improvement plan for math and reading, improving your study, test taking, and time management skills, and can help you identify your learning/working styles. To schedule an appointment please contact:

Mandee Thomas, Academic Center Coordinator
Email: mthomas@greatplains.edu
Phone: (580) 250-5529

Financial Aid

Federal Pell Grant: Pell Grants are awarded only to undergraduate students who have not earned a bachelor's or professional degree. Great Plains Students must be enrolled and attending a full time adult program approved for Federal Title IV programs. Unlike a loan, a Federal Pell Grant does not have to be repaid. To determine if you are eligible financially, the US Dept. of Education uses a standard formula, established by Congress, to evaluate the information you report when you apply. The formula produces an Expected Family Contribution (EFC) number. Your Student Aid Report (SAR) contains this number and will tell you if you are eligible. How much you receive will depend not only on your EFC but also on your cost of attendance, whether you are a full-time or half-time student and whether you attend school for a full academic year or less. You may not receive Pell Grant funds from more than one school at a time. To apply fill out a Free Application for Federal Student Aid available in the financial aid office or apply online at www.fafsa.gov.

Federal Supplemental Educational Opportunity Grant: A Federal Supplemental Educational Opportunity Grant (FSEOG) is for undergraduates with exceptional financial need -- that is, students with the lowest Expected Family Contributions (EFC) -- and gives priority to students who receive Federal Pell Grants. An FSEOG doesn't have to be paid back. Students at the school are awarded an FSEOG based on the availability of the funds at the school. You can receive either \$100 or \$200 per year depended on your start date. Great Plains Students must be enrolled and attending a full time adult program approved for Federal Title IV programs.

Oklahoma Tuition Aid Grant Program: The Oklahoma Tuition Aid Grant Program (OTAG) is a need based grant program for Oklahoma residents who attend approved colleges, universities, and technology centers in Oklahoma. Awards are approved for full-time or half-time students in undergraduate or graduate study. To apply complete a FAFSA as soon as possible. Applications are awarded in descending order of highest need until all funds are committed. OTAG will review your family financial information to determine your eligibility OTAG will then notify you if you are approved. GPTC students must be enrolled and attending a full time adult program approved for Federal Title IV programs.

Veterans Educational Benefits: Great Plains Technology Center has several full time adult programs and short term ACD programs approved for Veterans Educational Benefits. For more information regarding VA Educational Benefits for full time adult programs or for short-term ACD programs please, contact Rhonda Mahaffey, Career Counselor, at the Lawton Campus at 580.250.5503, Bldg. 100, Room 107.

Scholarships

Great Plains Technology Center Foundation Scholarship: The Great Plains Foundation was established in 1980 to assist students with tuition costs. Eligibility based on financial need.

The Oklahoma Career Tech Foundation Otha Grimes Scholarship: Otha Grimes Scholarship applications are distributed to current full time adult students the beginning of the Fall and Spring semesters. Scholarships are limited to 10 students per semester. Scholarships must be used for expenses directly related to a student's program, such as: tuition, fees and books.

Dr. George Bridges Next Step Scholarship: The scholarship is a one-time tuition waiver. The maximum award is \$2800.00 toward tuition (\$1400.00 per semester). No monies are issued directly to the scholarship recipient but are issued to the school in lieu of an award letter. The scholarship is good for 2 years from the date of activation. Once the scholarship has been approved, it is for tuition only and can be applied towards a full-time program or any of ACD short-term class(es) that have approved education plans.

REQUIREMENTS FOR CONTINUING ENROLLMENT

A student is expected to make progress toward satisfactory completion of his/her Program to be eligible for continued enrollment and be up to date with payments of tuition and fees.

The student may change to another Program with the permission of the Campus Director and the instructor in the course into which he/she is changing. A student who fails to attend class regularly or otherwise demonstrates a lack of appropriate concern for satisfactory progress and conduct will be terminated from the school. The appeal process does not apply to academic dismissals. Any student may apply for reinstatement at the beginning of a new semester. Re-entrance after reasonable assurance of improved trainee attendance and effort will be on a space available basis, and will require administrative approval. Re-entrance after two (2) dismissals for excessive absences will be considered on an individual basis.

REFUNDS

Full-Time Programs or Part Time Enrolled in a Full Time Program

1. 100% of the tuition will be refunded if the student withdraws before classes start or before the beginning of the sixth school day from the class start date.

Short-Term Adult and ACD Courses

1. A 100% refund will be given if a student formally drops prior to the course start date.
2. 50% refund will be given for drops made from the course start date to two business days after the course start date.
3. For classes meeting five (5) or fewer days, NO refund will be given after the first class meeting date.
4. No refunds will be given for drops requested three or more business days after the course start date.

All adult students who withdraw from a program must complete a drop form in Student Services Office, Room 111. No refunds will be made until cleared through the Student Services Office and the Financial Aid Officer.

RETURN OF TITLE IV FUNDS

As a general rule, when a student completely withdraws from Great Plains Technology Center, grants do not need to be repaid. However, a student may have to repay a certain amount if he/she withdraws or is dismissed prior to completing more than 60% of a payment period.

If a student completely withdraws from school during a term, the school must calculate--according to a specific formula--the portion of the total scheduled financial assistance a student has earned and is therefore entitled to receive up to the time of withdrawal. If a student received more assistance than was earned, the unearned excess funds must be returned to the Department of Education.

- To officially withdraw from Great Plains Technology Center, please contact the Student Office located in Building 100, room 111 to complete an official Termination of Attendance form.
- An unofficial withdrawal will be completed on any student who is absent five (5) consecutive school days without contacting the school and the effective date shall be the last date of attendance.

How The Percentage Is Calculated:

Students are notified by letter within 30 days if a balance is due based on the Return to Title IV calculation. Students have 45 days from the date of the letter to repay the school the amount due. At the end of the 45 day period, if the student fails to pay the amount due, he/she will be reported to the U. S. Department of Education for collection and an overpayment alert is posted in NSLDS by the school. The student will not be eligible for Title IV assistance until the overpayment is resolved.

At 60%--A Student Has Earned All of the Assistance

Once a student has completed more than 60% of the payment period, the student is said to have earned all of the assistance. If the student withdraws before completing 60% of the payment period, he/she may have to repay any unearned federal monies that were already disbursed. The withdrawal date is determined by the school's student accounting system and shall be the last date of attendance.

Conditions Where a Student May be Eligible for a Title IV Disbursement after Withdrawal

Occasionally students are eligible for a post-withdrawal disbursement. (See Financial Aid office for detailed calculation.) This occurs when a student attends class and withdraws before a Title IV disbursement has been issued to the student or to the student's account.

If charges exist on the student account, Great Plains Technology Center will credit the account with all or a portion of the post-withdrawal disbursement. If no charges exist, then Great Plains Technology Center will offer the student the portion earned within 30 days of the withdrawal date. If a Return to Title IV Funds exists due to invalid information given on an application by the student or an error of the institution, that amount will be due the Title IV Program. The over payment will be determined by the Financial Aid Coordinator. The student will make payment to Great Plains Technology Center's Business Office which in turn will refund the Department of Education.

VA Beneficiaries:

GPTC is required to report, without delay, the interruption or termination of attendance for individuals enrolled in an educational assistance programs administered by VA. VA beneficiary students may be in debt to the VA if they withdraw or are terminated. All overpayments will remain the responsibility of the student. A student who is a military reservist or National Guardsman that is called for active duty or drill duty will be granted a temporary leave of absence and can resume instruction upon return without penalty.

Cluster → Pathway → Program	Tuition	Additional Fees	Total Cost	Hours	Length	Start Dates
ARCHITECTURE & CONSTRUCTION						
Construction						
Carpentry Level I - C. Snodgrass	\$ 2,100.00	\$ 145.00	\$ 2,245.00	1050	9 mo.	Every 6 wks.
Carpentry Level II - C. Snodgrass	\$ 2,100.00	\$ 145.00	\$ 2,245.00	1050	9 mo.	Every 6 wks.
Electrical Level I - M. Klein	\$ 2,100.00	\$ 1,047.10	\$ 3,147.10	1050	9 mo.	Every 6 wks.
ARCHITECTURE & CONSTRUCTION						
Maintenance / Operations						
**Service Careers - N. Hanefield	\$ 2,100.00	\$ 10.00	\$ 2,110.00	1050	9 mo.	Monthly
Residential HVAC Technician - K. Gibson	\$ 2,100.00	\$ 540.54	\$ 2,640.54	1050	9 mo.	Every 6 wks.
ARTS, A/V TECHNOLOGY & COMMUNICATIONS						
Printing Technology						
Graphic Design and Photography - B. Craddock	\$ 2,100.00	\$ 65.00	\$ 2,165.00	1050	9 mo.	Every 6 wks.
BUSINESS MANAGEMENT & ADMINISTRATION						
Administrative Support						
Medical Office Assistant - N. Metzger	\$ 2,100.00	\$ 924.50	\$ 3,024.50	1050	9 mo.	August
HOSPITALITY & TOURISM						
Restaurant Food & Beverage Services						
Culinary Hospitality Assistant - L. Grant - G. Seibold	\$ 2,100.00	\$ 149.00	\$ 2,249.00	1050	9 mo.	Every 6 wks.
Culinary Coordinator - L. Grant - G. Seibold	\$ 2,100.00	\$ 299.00	\$ 2,399.00	1050	9 mo.	Every 6 wks.
INFORMATION TECHNOLOGY						
Web & Digital Communications						
3D Animator - S. Alexander	\$ 2,100.00	\$ 25.00	\$ 2,125.00	1050	9 mo.	August
Video Producer - D. Tibbs	\$ 2,100.00	\$ 85.00	\$ 2,185.00	1050	9 mo.	August
INFORMATION TECHNOLOGY						
Information Support and Services						
Information Technology Services - J. Standridge	\$ 2,100.00	\$ 482.00	\$ 2,582.00	1050	9 mo.	August
INFORMATION TECHNOLOGY						
Network Systems						
Network and Computer Systems Administrator - N. Alexander	\$ 2,100.00	\$ 893.00	\$ 2,993.00	1050	9 mo.	August
Cyber Security Forensics Specialist - T. Robinson	\$ 2,100.00	\$ 415.00	\$ 2,515.00	1050	9 mo.	August
LAW, PUBLIC SAFETY, CORRECTIONS & SECURITY						
Emergency & Fire Management Services						
Firefighter / EMT Academy - N. Howell	\$ 1,410.00	\$ 1,359.50	\$ 2,769.50	705	6 mo.	July & Jan
LAW, PUBLIC SAFETY, CORRECTIONS & SECURITY						
Law Enforcement Services						
Criminal Justice Officer - B. Davis	\$ 2,100.00	\$ 249.00	\$ 2,349.00	1050	9 mo.	August
MANUFACTURING						
Welding & Metal Fabrication						
Combination Welder - K. Littau	\$ 2,100.00	\$ 825.00	\$ 2,925.00	1050	9 mo.	Jan, May & Aug
TRANSPORTATION, DISTRIBUTION & LOGISTICS						
Automotive Collision Repair						
Combination Collision Repair Technician - T. Josey	\$ 2,100.00	\$ 127.00	\$ 2,227.00	1050	9 mo.	Jan & Aug
TRANSPORTATION, DISTRIBUTION & LOGISTICS						
Automotive Service						
Automotive Service Technician (NATEF Compliant) M. Thomason - A. Whitaker	\$ 2,100.00	\$ 99.00	\$ 2,199.00	1050	9 mo.	Jan & Aug

TUITION AND FEES WILL NOT CHANGE WHILE A STUDENT IS ENROLLED IN A PROGRAM

*Requires Prerequisite ♦ ** Not Pell Eligible

Tuition and fees or documentation from your funding agency is due by the first day of class each semester.
Students who are enrolled in a career major for more than 10 scheduled school days will be responsible for the full semester's tuition and fees, regardless of enrollment or funding status.

Cluster → Pathway → Program	Tuition	*Additional Fees	Total Cost	Hours	Length	Start Dates
HEALTH SCIENCES			Therapeutic Services			
Practical Nurse TRADITIONAL- K. Shirey	\$ 2,926.00	\$ 3,372.45	\$ 6,298.45	1463	12 mo.	June
Practical Nurse FLEX DAY AUGUST - K. Shirey	\$ 2,926.00	\$ 3,372.45	\$ 6,298.45	1463	12-24 mo.	August
Surgical Technologist - L.Rocha	\$ 2,370.00	\$ 1,722.49	\$ 4,092.49	1185	9 mo.	August
HEALTH SCIENCES-Cameron Programs			Diagnostics Services			
*Advanced Respiratory Therapist - A. Reid <small>Tuition and Funding are through Cameron University</small>	\$ -	\$ 3,733.50	\$ 3,733.50		16 mo.	August
*Radiologic Technology - C. Baxter <small>Tuition and Funding are through Cameron University</small>	\$ -	\$ 2,303.00	\$ 2,303.00		22 mo.	August

Tuition and fees or documentation from your funding agency is due by the first day of class each semester.
Students who are enrolled in a career major for more than 10 scheduled school days will be responsible for the full semester's tuition and fees, regardless of enrollment or funding status.

TUITION AND FEES WILL NOT CHANGE WHILE A STUDENT IS ENROLLED IN A PROGRAM

*Requires Prerequisite ♦ ** Not Pell Eligible

Sav

Cluster → Pathway → Career Major	Tuition	Additional Fees	Total Cost	Hours	Length	Start Dates
ARCHITECTURE & CONSTRUCTION			Construction			
Construction Technology Phase I - B. Smith	\$ 2,100.00	\$ 810.00	\$ 2,910.00	1050	9 mos.	August
Construction Technology Phase II - B. Smith	\$ 2,100.00	\$ 810.00	\$ 2,910.00	1050	9 mos.	August
HEALTH SCIENCES			Therapeutic Services			
Practical Nurse Day Flex August - L. Foster	\$ 2,926.00	\$ 3,358.00	\$ 6,284.00	1463	12-24 mos.	August
Practical Nurse Day Flex February - L. Foster	\$ 2,926.00	\$ 3,358.00	\$ 6,284.00	1463	12-24 mos.	February
Diagnostic Aide & Nursing Assisant - T. Billy (HIGH SCHOOLS ONLY)	\$ 2,100.00	\$ 250.00	\$ 2,350.00	1050	9 mos.	August
HUMAN SERVICES			Personal Care Services			
Cosmetology - L. Woody	\$ 3,000.00	\$ 810.00	\$ 3,810.00	1500	9 mos.	Aug. & Jan.
INFORMATION TECHNOLOGY			Web & Digital Communications			
Multimedia Assistant -M. Fritts	\$ 2,100.00	\$ 70.00	\$ 2,170.00	1050	9 mos.	August
MANUFACTURING			Welding & Metal Fabrication			
Combination Welder - B. Stone	\$ 2,100.00	\$ 825.00	\$ 2,925.00	1050	9 mos.	August

TUITION AND FEES WILL NOT CHANGE WHILE A STUDENT IS ENROLLED IN THE PROGRAM

FUNDING AGENCIES:

Please contact GPTC before issuing payment for a student's tuition and fees.

Title IV Funding
2020-21

Dustin Davidson, Financial Aid Coordinator
580-250-5534

Contact the GPTC Student Office for a paper copy of the Student Handbook. Contact Student Services for a copy of Application Information booklets, program brochures and for questions concerning the institutional information published in the Student Handbook. Contact the Campus Director/Principal for questions concerning FERPA. "Great Plains Technology Center prohibits misrepresentation of program content, outcomes, certifications/licensures, and admissions. Great Plains Technology Center also prohibits misrepresentation of financial aid opportunities, procedures, eligibility, or award."

What to Disclose, When, and to Whom	Description of Information to be Disclosed	Where to Find Information
<p>What: Institutional Information (668.43)</p> <p>When: Upon Request</p> <p>To: Enrolled Students & Prospective Students</p>	<ul style="list-style-type: none"> • Cost of attending school i.e.: Tuition and Fees • Institutional Refund Policy • Requirements for officially withdrawing from school • Requirements for return of Title IV, HEA grant or loan aid • Information regarding the programs, institutional facilities and faculty • Entities that accredit, license, or approve the school and its programs and procedures or reviewing school's accreditation, licensing, or approval documentation • Description of any special services and facilities for disabled students • Titles and availability of employees responsible for dissemination of institutional and financial assistance disclosure information and how to contact them 	<ul style="list-style-type: none"> • Student Handbook • Tech - Tab Booklet • U.S. Department of Education College Opportunities website: http://nces.ed.gov/IPE DS. Click on College Search for Great Plains Technology Center • Application Information Booklets
<p>What: Financial Assistance Information (668.42)</p> <p>When: Upon Request</p> <p>To: Enrolled Students & Prospective Students</p>	<ul style="list-style-type: none"> • Description of all available federal, state, local, private, and institutional financial assistance, and a description of: (1) application form and procedures; (2) student eligibility requirements; (3) selection criteria; and (4) criteria for determining the amount of a student's award • Rights and responsibilities of students receiving Title IV and other financial aid, including: (1) criteria for continued eligibility; (2) satisfactory academic progress (SAP) standards; (3) criteria to re-establish eligibility if student fails to maintain SAP; (4) method and frequency of financial aid disbursements 	<ul style="list-style-type: none"> • Student Handbook • Tech - Tab Booklet • Application Information Booklets • Studentaid.ed.gov/sa • http://www.greatplains.edu
<p>What: Family Education Rights and Privacy Act (FERPA) 34 CFR, Part 99</p> <p>When: Upon Request</p> <p>To: Enrolled Students & Parents of Enrolled Students under the age of 18</p>	<ul style="list-style-type: none"> • Right to and procedures for inspecting and reviewing student's education records • Right to and procedures for requesting amendment of student's education records believed to be inaccurate, misleading, or in violation of student's privacy rights • Right to consent to disclosure of personally identifiable information contained in student's education records • Right to file a complaint with ED for alleged school's or educational agency's failure to comply with FERPA requirements • Right to the criteria used to determine what constitutes a school official and a legitimate educational interest if school's or educational agency's policy is to disclose personally identifiable information from a student's education records under 34 CFR, Part 99 without prior consent 	<ul style="list-style-type: none"> • Student Handbook http://www.greatplains.edu/student-resources/ • Great Plains Technology Center Policy and Procedures Manual
<p>What: Completion/Graduation Rate and Transfer-Out Rate (668.45)</p> <p>When: Annually by July 1 and Upon Request</p> <p>To: Enrolled Students & Prospective Students</p>	<ul style="list-style-type: none"> • The institution's completion or graduation rate for full-time, first-time, certificate-seeking students enrolled at the post-secondary level who graduated or completed their program within 160% of the normal time (scheduled length of program) for graduation or completion • Cohort for non-term schools (Technology Centers): Students who enter between 9/1 and 8/31 and are enrolled at least 60 clock hours • Transfer-out rate is not applicable to Technology Centers since it applies to schools whose mission includes providing substantial preparation for students to enroll in another eligible institution • Information on student body diversity in the categories of gender and ethnicity of enrolled, full-time student who receive Federal Pell Grants • Retention rates of certificate or degree-seeking first-time full-time undergraduate students. 	<ul style="list-style-type: none"> • U.S. Department of Education College Navigator website: http://nces.ed.gov/IPE DS • Great Plains Technology Center website at www.greatplains.edu
<p>What: Campus Security Report (668.46)</p> <p>When: Annually by Oct. 1 and Upon Request</p> <p>To: Enrolled Students, Current Employees, Prospective Students, & Prospective Employees</p>	<ul style="list-style-type: none"> • Statistics for 3 most recent calendar years concerning the occurrence on campus, in or on non-campus buildings or property, and public property of following offenses reported to campus security authority or local police: (1) murder and non-negligent manslaughter; (2) negligent manslaughter; (3) sex offenses-forcible and non-forcible; (4) robbery; (5) aggravated assault; (6) burglary; (7) motor vehicle theft; (8) and arson • Statistics above are also reported by category of prejudice (i.e. offense manifests evidence that victim was intentionally selected because of victim's actual or perceived race, gender, sexual orientation, ethnicity, or disability) • Statistics for 3 most recent calendar years concerning the occurrence on campus, in or on non-campus buildings or property, and on public property of following offenses reported to campus security authority or local police: (1) arrests for liquor law violations, drug law violations, and illegal weapons possession; or (2) persons referred for campus disciplinary action for such violations • Policies concerning the security of and access to campus facilities and procedures to report campus crimes • Disciplinary actions imposed for the possession, use, and sale of alcoholic beverages and illegal drugs and enforcement of state underage drinking laws and federal and state drug laws • Plus: Crime Prevention programs, Drug/Alcohol Abuse Education programs, Sexual Offenses/Harassment and how to report such offenses. 	<ul style="list-style-type: none"> • Student Handbook http://www.greatplains.edu/student-resources/ • U.S. Department of Education College Navigator website: http://nces.ed.gov/IPE DS. Search for Great Plains Technology Center • Great Plains Technology Center website at www.greatplains.edu/ • Great Plains Technology Center Intranet

Additional Student and Employee Consumer Information	Where to Find
College Navigator Website	<ul style="list-style-type: none"> • U.S. Dept of Ed's College Navigator website: • http://nces.ed.gov/IPEDS Search for Great Plains Technology Center
Student Body Diversity	<ul style="list-style-type: none"> • U.S. Dept of Ed's College Navigator website: http://nces.ed.gov/collegenavigator/?q=great+plains+technology+center&s=all&id=364548#enrolmt.. Search for Great Plains Technology Center
Net Price Calculator	<ul style="list-style-type: none"> • http://www.greatplains.edu/student-resources/
Text Book Information/information for College Bookstores	<ul style="list-style-type: none"> • Non-Medical and Medical Application Information Booklets • www.greatplains.edu • Great Plains Technology Center Courses of Study. http://www.greatplains.edu/adults/lawton-career-majors/.
Transfer of Credit/Articulation Agreements	<ul style="list-style-type: none"> • TechTab • www.greatplains.edu
Vaccination Policy	<ul style="list-style-type: none"> • Medical Application Information Booklets
National Student Loan Data System (NSLDS)	<ul style="list-style-type: none"> • http://www.nsls.ed.gov/nsls_SA/
Voter Registration	<ul style="list-style-type: none"> • Applications are located in Building 100 or online at http://www.ok.gov/elections/Voter_Registration/Voter_Registration_Application_Form/ • Applications are given to students at Orientation
Drug and Alcohol Prevention Information	<ul style="list-style-type: none"> • Great Plains Technology Center Policy and Procedures Manual • Student Handbook
Copyright Infringement	<ul style="list-style-type: none"> • Great Plains Technology Center Policy and Procedures Manual • Student Handbook
Penalties for Drug Law Violations	<ul style="list-style-type: none"> • Great Plains Technology Center Policy and Procedures Manual • Student Handbook
Internet Use Policy	<ul style="list-style-type: none"> • Great Plains Technology Center Policy and Procedures Manual • Student Handbook
Absence Policy	<ul style="list-style-type: none"> • Student Handbook
ABE Prep Course	<ul style="list-style-type: none"> • Contact Great Plains Technology Center (580) 355-6371

Great Plains Technology Center

4500 West Lee Boulevard, Lawton, OK 73505 ♦ 2001 E. Gladstone, Frederick, OK 73542

Accreditation Statement

All Full Time Programs at GPTC are Certified by:

Oklahoma State Board of Career and Technology Education

1500 West 7th Avenue ~ Stillwater, Oklahoma 74074-4364 ~ (405) 377.2000 ~ www.okcareertech.org

Great Plains Technology Center is Accredited by:

Individual programs are accredited through the following agencies listed below.

All program policies and procedures are available to the public for viewing.

FULL TIME PROGRAM	ACCREDITING AGENCY	ADDRESS	PHONE & E-MAIL
Cosmetology (OSBCB)	Oklahoma State Board of Cosmetology and Barbering	2401 NW 23rd Street #84 Oklahoma City, OK 73107	405.521.2441 www.ok.gov/cosmo/
Practical Nurse (ACEN)	Accreditation Commission for Education in Nursing, Inc.	3343 Peachtree Road NE, Suite 850, Atlanta, GA 30326	404.975.5000 www.acenursing.org
Practical Nurse (OBN)	Oklahoma Board of Nursing	2915 N. Classen, Suite 524, Oklahoma City, OK 73106	405.962.1800 www.ok.gov/nursing
Surgical Technologist (CAAHEP)	Commission on Accreditation of Allied Health Education Programs	1361 Park Street Clearwater, Florida 33756	727.210.2350 www.caahep.org
Surgical Technologist (ARC-STSA)	Accreditation Review Committee on Education in Surgical Technology and Surgical Assisting	7108 - C South Alton Way Centennial, CO 80112-2106	303.694.9262 www.arcstsa.org
Automotive Service Technician Combination Collision Repair Technician (NATEF) Medium Heavy Duty Truck & Light Repair Technician (NATEF)	National Automotive Technician Education Foundation (NATEF) Automotive Service Excellence (ASE)	15034 Edwards Ferry Road, NE Suite 401 Leesburg, VA 20176	703.699.6650 www.asealliance.org
Veterans Education and Training	Oklahoma State Accrediting Agency	4545 North Lincoln #281 P.O. Box 53067 Oklahoma City, OK 73152	405.521.3807 Fax: 405.521.4551 www.ok.gov/saa
SHORT TERM COURSES	ACCREDITING AGENCY	ADDRESS	PHONE & E-MAIL
Emergency Medical Services Long Term Care Nurse Assistant/ Home Health Aide	Oklahoma State Department of Health	1000 Northeast Tenth Street Oklahoma City, OK 73152	405.271.4027 www.health.state.ok.us
Motorcycle Safety	Motorcycle Safety Foundation, State Coordinator Oklahoma Highway Patrol	P. O. Box 11415 Oklahoma City, OK 73136	405.425.7705
Paramedic (CAAHEP)	Commission on Accreditation of Allied Health Education Programs	1361 Park Street Clearwater, Florida 33756	727.210.2350 www.caahep.org
Paramedic (CoAEMSP)	Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions	8301 Lakeview Parkway, Suite. 111-112, Rowlett, Texas 75088	214.703.8445 www.coaemsp.org
CAMERON UNIVERSITY PROGRAMS TAUGHT AT GPTC	ACCREDITING AGENCY	ADDRESS	PHONE & E-MAIL
Radiologic Technology (JRCERT)	Joint Review Committee on Education in Radiologic Technology	20 N. Wacker Drive, Suite 2850 Chicago, IL 60606-3182	312.704.5300. Electronic Accreditation System can be found at www.jrcert.org
Advanced Respiratory Therapist (CoARC)	Committee on Accreditation for Respiratory Care	1248 Harwood Road Bedford, Texas 76021-4244	817.283.2835 www.coarc.com

Policies & Guidelines for Enrollment

Fees & Tuition

- Each adult applicant enrolling at Great Plains Technology Center will be charged \$10.00 for the assessment administered.
- Enrollment is not official and complete until student has been notified of acceptance to programs and all processing guidelines are complete and conditions have been fulfilled.
- If student applies for financial aid or is sponsored by an agency the student is responsible for the tuition until Great Plains Technology Center receives an appropriate agency contract or certification. Should funds be canceled for any reason, the student will pay the full amount of any remaining training charge.
- Any tuition paid for program placement will follow the refund guidelines stated in enrollment packets.

Students from Foreign Countries

Students who are submitting documents or credentials from foreign countries, must have said documents and credentials evaluated and converted to United States equivalency with regard to classes, grades, credit for work, diplomas, and degrees.

One agency that provides this service is *World Education Service*, 1-800-937-3895. Applications for this service may be accessed at www.wes.org/who.html. Transcripts must be translated prior to sending to World Education Service. If you need to find a translator in the U.S., you may wish to contact University Language Services, Incorporated. 1.800.419.4601. This information is provided for your convenience only. All arrangements must be made directly with the translation service and WES.

Asbestos Requirements

Great Plains Technology Center is in compliance with USEPA requirements for asbestos. Management plan is on file in Building 500.

Disability Services

After placement in a program at Great Plains Technology Center, if you have disabilities that require reasonable accommodations to perform the essential skill of the Program, it is your responsibility to provide documentation and notify your instructor and/or the Disability Services Coordinator

Campus Crime Report

In order to comply with federal regulation 34 CFR 668.46 Campus Security Act, the Campus Crime Report for Great Plains Technology Center is available on our web site at www.greatplains.edu. The report lists statistics of the crime committed on Great Plains Campuses over a 3-year period and information/policies regarding campus crime.

FERPA Compliance

Great Plains Technology Center, in compliance with the Family Educational Rights and Privacy Act of 1974 (FERPA) has designated the following items as directory information:

1. The student's name;
2. The student's address;
3. The student's telephone listing;
4. The student's date and place of birth;
5. The student's dates of attendance;
6. The student's grade level (i.e., 11th grade, 12th grade, etc.);
7. The student's degrees, honors and awards received;
8. The most recent educational agency or institution attended;
9. The student's photograph; and
10. The student's electronic mail address.
11. The student's participation in officially recognized activities

. Great Plains Technology Center may disclose any of the above listed items with the student's prior written consent, unless the Office of the Registrar is notified in writing to the contrary. All other student academic information is considered confidential and will not be released, with certain exceptions, without the student's written permission. GPTC may provide access to a students' education records to a third party on as provided in FERPA and GPTC policy.

Statistical Information

Some information provided on this application may be used for institutional statistical information only. This information will not be published nor used in the student selection process.

Non-Immigrant

"This school is authorized under Federal law to enroll non-immigrant alien students."

Notice of Nondiscrimination

Except to the extent permitted by law, the Facility, the School, Clinical Coordinator, School Program Faculty, Clinical Staff/Instructors and Students shall not discriminate on the basis of race, color, creed, sex, this is to include genetic information, as well as sexual orientation, gender identity, gender expression, age, religion, national origin, disability or veteran's status in the performance of this Agreement. As applicable to the School, the provisions of Executive Order 11246, as amended by EO 11375 and E) 11141 and as supplemented in Department of Labor regulations (41 CFR Part 60 et. SEQ.) are incorporated into this Agreement and must be included in any subcontracts awarded involving this Agreement.

Great Plains Technology Center does not discriminate on the basis of race, color, national origin, religion, gender, gender expression, sexual orientation, gender identity, or qualified disability or veterans status in admission to its programs, services, activities or access to them, in treatment of individuals, or in any aspect of the Technology Center's operations. In addition, the School agrees to comply with Section 504 of the Rehabilitation Act and the Vietnam Veterans Era Assistance Act of 1974, 38 U.S.C. Section 4212. Questions, complaints, or requests for additional information regarding these laws may be forwarded to the designated compliance coordinator(s) at Great Plains Technology Center, 4500 W. Lee Blvd., Lawton, OK 73505 or Great

Plains Technology Center, 2001 E. Gladstone, Frederick, OK 73542.

Aviso De No Discriminacion

Salvo en la medida permitida por la ley, el Fondo, la Escuela, Coordinador Clínico, Programa de Escuela de la facultad, personal clínico / instructores y estudiantes no podrá discriminar sobre la base de raza, color, credo, sexo, esto es incluir información genética, como así como la orientación sexual, identidad de género, expresión de género, edad, religión, origen nacional, iscapacidad o estado de veterano en el cumplimiento de este Acuerdo. Según sean aplicables a la Escuela, las disposiciones de la Orden Ejecutiva 11246, modificado por el EO 11375 y E) 11141 y complementado en el reglamento del Departamento de Trabajo (41 CFR Parte 60 et. SEC.) Se incorporan a este Acuerdo y debe ser incluido en los subcontratos que adjudique en la participación de este Acuerdo.

La escuela representa que, con excepción de lo permitido por la ley, todos los servicios se proporcionan sin discriminación por motivos de raza, color, credo, sexo, edad, religión, origen nacional, discapacidad o estado de veterano que no mantiene ni proporcionar a sus empleados las instalaciones segregadas, ni permitirán la Escuela de sus empleados para llevar a cabo sus servicios en cualquier lugar en el que se mantienen las instalaciones segregadas. Además, la Escuela se compromete a cumplir con la Sección 504 de la Ley de Rehabilitación y la Ley de Asistencia Era veteranos de Vietnam de 1974, 38 USC Sección 4212. Preguntas, quejas, o para más información con respecto a estas leyes pueden ser recibidas por el coordinador de quejas at Great Plains Technology Center, 4500 W. Lee Blvd., Lawton, OK 73505 or Great Plains Technology Center, 2001 E. Gladstone, Frederick, OK 73542.

Compliance coordinators:

Title IX Coordinator- Joelle Jolly – jjolly@greatplains.edu 580-250-5526

Deputy Coordinator (Employees) – Valerie Anderson – vanderson@greatplains.edu 580-351-6761

Deputy Coordinator (Students) – Justin McNeil – jmcneil@greatplains.edu 580-250-5589

504 Coordinator – Kristy Barnett – kbarnett@greatplains.edu 580-250-5531

Investigator – Morgan Gould – mgould@greatplains.edu 580-250-5553

Investigator – Ken McKee – kmckee@greatplains.edu 580-335-5525

Application Checklist

1. The first step in the admission process is to schedule an appointment and meet with a Career Counselor.

- Lawton Campus** - Please call **580.250.5535** to schedule your appointment.
- Frederick Campus** – Please call **580.335.5525** to schedule your appointment.
- Your appointment: Date: _____
Time: _____

2. What to bring to your appointment.

- Bring any official testing score reports you may have (examples)
 - Accuplacer Assessment

3. What can I expect at my appointment with the Career Counselor?

- The counselor will guide you by reviewing the following:
 - Program options
 - Assessment options
 - Financial Aid options
- Complete an **Application for Admission** for the Program you desire to apply for.

4. When is my application considered complete?

- Once you have **completed** all of the steps above and
 - ✓ You have turned in the required documentation needed for the Program.
 - ✓ You have submitted approved assessment scores.
 - ✓ Only then will your application be considered **Complete**.

5. How am I slotted into the Program in which I have applied?

- The Application will be placed on the "**Wait List**" by the *completion date* of the application.
- You will be notified when a slot has become available in the Program in which you have applied.
 - We will call, email, or send you a letter by mail.
 - You must keep your contact information up to date, it is your responsibility to update your records.
 - If we cannot reach you we will go to the next applicant in line on the "**Wait List**".

Online Application

Online applications are available at the following link:

<https://sonisweb.greatplains.edu/studapp.cfm>

If you would like to fill out an application, they are available in Student Services Rm 107 for all Lawton Campus programs.

Hard copies can be picked up from the Tillman-Kiowa Frederick campus from the Career Counselor.



GREAT PLAINS Technology Center

Prospective Student

VOLUNTARY DISCLOSURE OF DEMOGRAPHIC DATA

- Great Plains Technology Center collects student applicant demographic data for informational purposes.
- This information is confidential and is not used in screening, accepting, or enrolling students.
- Please return this with your application to Great Plains Technology Center.
- If you prefer not to disclose this information, please initial the statement below declining to participate.

Your status as an applicant at Great Plains Technology Center will not be affected by completing or not completing this information.

COMPLIANCE STATEMENT: Great Plains Technology Center does not discriminate on the basis of race, color, national origin, sex/gender, age, or disability in admission to its programs, services, or activities, in access to them, in treatment of individuals, or in any aspect of their operations.

REQUEST FOR APPLICANT DATA

Applicant Name	
Date of Application	
Program Applied For	

ETHNICITY/RACE

- White
- Black
- American Indian
- Asian
- Hispanic
- Latino
- Native Hawaiian/ Pacific Islander
- Two or More Races

GENDER

- Male
- Female

My signature immediately below signifies that I have provided this information for demographic purposes and Great Plains Technology Center will not use this information for any other purpose.

Applicant Signature: _____

_____ By initialing this line, I certify that I decline to provide this information.