



# Career Guide



[ChattahoocheeTech.edu](http://ChattahoocheeTech.edu)



Your Path to a New Career Starts Here.



## It's easy to get started!

Career Counselors are available to help assess student areas of interest, skill sets, and the programs of study that are a unique fit for each student. Most students qualify for financial aid.

Visit the [Career Development](https://ChattahoocheeTech.edu) page at [ChattahoocheeTech.edu](https://ChattahoocheeTech.edu) for more information.

*Chatt Tech*

## About Chattahoochee Tech

Chattahoochee Technical College is the largest technical college in Georgia with an enrollment that exceeded 14,000 students in the past academic year. The college provides a high-quality, easily-accessible education at a fraction of the cost of other area colleges and universities, with eight campus locations serving the counties of Bartow, Cherokee, Cobb, Gilmer, Paulding, and Pickens.

Chattahoochee Tech awards certificates, diplomas, and associate degrees in more than 50 programs of study for students to become highly skilled professionals in some of the nation's fastest-growing, high-demand career fields. The college also offers customized workforce training, continuing education classes, and adult education programs that include free GED preparation classes.

For more information, visit [ChattahoocheeTech.edu](https://ChattahoocheeTech.edu).

# PROGRAMS OF STUDY

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Chattahoochee  
TECHNICAL COLLEGE



## Accounting

Prepare to become an accounting professional through courses taught both online and in the classroom. Learn about payroll processing, bookkeeping, and tax return preparation while becoming proficient in accounting software packages, such as Sage 50 Accounting and QuickBooks.

CAREERS	PROGRAMS	CAMPUS
Accounting Technician Auditing Clerk Payroll Clerk Bookkeeper Income Tax Preparer	Associate Degree Diploma Certificate	Marietta North Metro Online
Can be completed 100% online		

## Business Management

Develop your skills in all aspects of business management with an emphasis on ethical leadership, social responsibility, and the importance of training and compliance in the workplace. Classes are offered at multiple campus locations and online.

CAREERS	PROGRAMS	CAMPUS
Business Manager Property Manager Purchasing Manager Personal Manager	Associate Degree Diploma Certificate	Canton Marietta North Metro Online
Can be completed 100% online		

## Business Technology

Receive leading-edge software application instruction in Microsoft Office from highly credentialed faculty with real-world experience. This program features online courses as well as web conferencing for quality online engagement with students.

CAREERS	PROGRAMS	CAMPUS
Administrative Professional Executive Assistant Office Assistant Office Manager	Associate Degree Diploma Certificate	Online
Can be completed 100% online		



## Logistics & Supply Chain Management

Advance your career in the high-demand fields of logistics and supply chain management. Learn techniques to determine the most efficient way to manage the movement of raw materials and products.

CAREERS	PROGRAMS	CAMPUS
Logistics Manager Supply Manager Warehouse Manager	Diploma Certificate*	Online
Can be completed 100% online		

## Marketing Management

Prepare for your career in marketing by learning about the multifaceted aspects of marketing management. In this program, you will learn how to research market conditions for a product or service, create a marketing campaign, and execute social media programs.

CAREERS	PROGRAMS	CAMPUS
Market Research Specialist Marketing Manager Social Media Manager Public Relations Manager Event Manager	Associate Degree Diploma Certificate	Marietta North Metro Online
Can be completed 100% online		



## Computer Programming

Establish a strong foundation in the design and implementation of computer programming using state-of-the-art programming tools. This curriculum features courses in multiple computer programming languages, along with a capstone course for a real-world programming project customer.

CAREERS	PROGRAMS	CAMPUS
Computer Programmer Software Engineering Technician	Associate Degree Diploma* Certificate	Marietta North Metro



## Cybersecurity

Gain the knowledge and skills needed to defend computer operating systems, networks, and data from cyber attacks. This program features a CISCO networking lab with cutting-edge technologies and a real world environment, with Cisco equipment for network security, voice over Internet Protocol (VoIP), and wireless connectivity.

CAREERS	PROGRAMS	CAMPUS
Security Analyst Penetration Tester Cryptographer Forensic Expert	Associate Degree Diploma* Certificate	Marietta Woodstock

## Networking Specialist

Develop your skills utilizing the latest computer technology, with Cisco networking, Unix, and Microsoft labs. Stand-alone certificates for Cisco Network Specialist and CompTIA A+ Certified Technician Preparation are available.

CAREERS	PROGRAMS	CAMPUS
Systems Administrator Network Engineer IT Specialist Network Architect	Associate Degree Diploma* Certificate	Marietta North Metro

## Web Application Development

Learn basic knowledge and skills necessary to prepare for your career opportunities in website development or administration. This program features courses in PHP, Java, Python, and C# programming as well as instruction in web systems and basic web development.

CAREERS	PROGRAMS	CAMPUS
Web Developer Software Developer Database Administrator	Associate Degree Diploma*	Marietta



## Design & Media Production Technology

Receive hands-on career training in state-of-the-art Mac and PC computer labs utilizing industry standard software including: Adobe CC Suite, Harmony ToonBoom, and Autodesk Maya.

CAREERS	PROGRAMS	CAMPUS
Graphic Designer Animator Multimedia Artist Videographer	Associate Degree Diploma*	Mountain View

## Film & Video Production Technology

Earn your diploma or degree in a fully equipped production studio. Learn planning, budgeting, and production skills, as well as how to edit and polish projects for professional, deliverable results using industry-standard hardware and software.

CAREERS	PROGRAMS	CAMPUS
Associate Producer Lighting Designer Audio Visual Specialist Lighting Technician Sound Engineering Technician Camera Operator	Associate Degree Diploma	Mountain View



## Cosmetology

Get the training needed for your cosmetology career and prepare for the state professional licensure requirements through this comprehensive program that features state-of-the-art cosmetology labs at the Appalachian, Marietta, and North Metro campuses.

CAREERS	PROGRAMS	CAMPUS
Salon Hairstylist Hair Color Specialist Skin Care Specialist Nail Technician Makeup Artist	Diploma Certificate	Appalachian Marietta North Metro



## Criminal Justice Technology

Prepare for or expand your criminal justice career. Our programs feature field work, simulations, a working crime lab, and personalized career guidance to help you meet your academic and professional goals.

CAREERS	PROGRAMS	CAMPUS
Police Patrol Officer Deputy Sheriff Security Officer Corrections Officer	Associate Degree Diploma Certificate*	Marietta North Metro Online
		Can be completed 100% online

## Culinary Arts

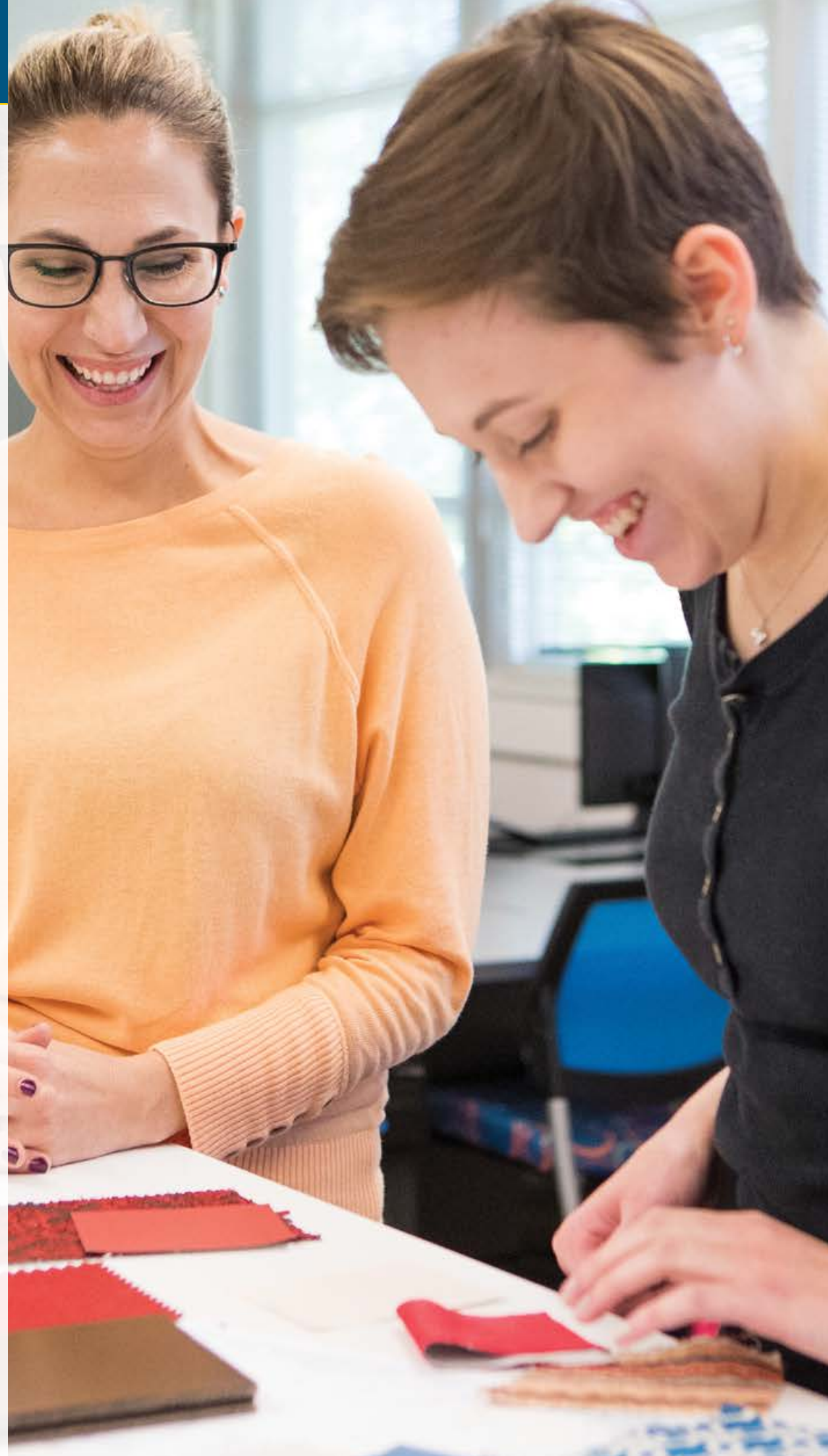
Complete your certificate in one 16-week semester. In our state-of-the-art commercial kitchen, you'll master the skills needed to work in food service occupations in a variety of settings. Become ServSafe certified while learning the principles of cooking, food purchasing, cost control, nutrition, and menu development.

CAREERS	PROGRAMS	CAMPUS
Prep Cook	Certificate	Mountain View

## Early Childhood Care & Education

Receive your training in our nationally accredited program. Learn to understand child growth and development, integrated curriculum, how to work well with families, and how to plan appropriate learning experiences.

CAREERS	PROGRAMS	CAMPUS
Child Care Center Director Preschool Teacher Teacher Assistant Family Child Care Provider	Associate Degree Diploma* Certificate*	Canton Marietta Paulding



## Horticulture

Do you enjoy being outdoors, being creative, applying science to growing things, designing and building beautiful and functional hardscapes, or learning about sustainable agriculture? Gain hands-on skills in our indoor and outdoor labs – including several acres of landscaped grounds, a greenhouse, cold frame, and fenced-in garden area.

CAREERS	PROGRAMS	CAMPUS
Landscape Manager Nursery and Greenhouse Manager Irrigation Manager	Associate Degree Diploma Certificate	North Metro

## Interiors

Do you want a career that lets you be creative, design modern and unique spaces, and create a name for yourself in the world of design? Our Interiors program can help design a career path for you. In-lab experiences provide opportunities to learn 3D software used in today's top design firms and work with experienced professionals. Hands-on projects are central to creating your portfolio, meeting internship sponsors, and beginning your design career. Open labs, day, online, and evening options allow you to earn your degree with a flexible schedule.

CAREERS	PROGRAMS	CAMPUS
Designer Space Planner Interior Design Consultant Kitchen and Bath Designer Residential Designer	Associate Degree Diploma Certificate	Woodstock



## Air Conditioning Technology

Get the highly sought-after training needed to install, service, and repair heating, cooling, ventilation, and refrigeration systems in a dynamic, hands-on learning environment for this high-demand career field.

CAREERS	PROGRAMS	CAMPUS
Heating and AC Installer HVAC Technician	Diploma* Certificate*	Canton Marietta

## Carpentry

Prepare to work effectively in the construction industry, a high-demand career field. Topics of study include professional tool use and safety, material and fasteners, and construction print reading.

CAREERS	PROGRAMS	CAMPUS
Carpenter Construction worker	Diploma* Certificate*	Appalachian

## Drafting Technology

Learn how to prepare detailed technical drawings, plans, and maps using the latest computerized drafting technology. Receive training to produce accurate technical drawings that provide visual guidelines of the structure. These drawings include technical details including dimensions, materials, and procedures.

CAREERS	PROGRAMS	CAMPUS
Civil Drafter Mechanical Drafter CAD Drafter/Operator	Associate Degree Diploma	North Metro



## Electrical & Computer Engineering Technology

Gain the skills and knowledge needed for your career as an electrical and computer engineering technician to help engineers design and develop computers, robotic equipment, medical monitoring devices, and other electrical and computer equipment. This program features lots of hands-on lab experience to build troubleshooting and problem-solving skills.

CAREERS	PROGRAMS	CAMPUS
Electronic Engineering Technician Computer Engineering Technician Robotics Engineering Technician Biomedical Equipment Technician	Associate Degree	Marietta North Metro

## Environmental Science Technology

Receive training in industry-approved procedures and equipment for collecting and analyzing environmental samples and how to make recommendations for the implementation of mitigating strategies. This program features a focus on "green" (clean) technologies to assist in conservative and restorative efforts.

CAREERS	PROGRAMS	CAMPUS
Environmental Technician Compliance Inspector Lab Analyst Water Treatment Operator	Associate Degree Certificate	North Metro

## Industrial Maintenance & Electrical Technology

Prepare for your career in the high-demand field of operating and servicing commercial and industrial machinery. In this dynamic, hands-on learning environment, you will learn how to install, maintain, and repair high and low-voltage electrical and industrial systems, which include motor controls, PLCs, and fluids.

CAREERS	PROGRAMS	CAMPUS
Industrial Maintenance Electricians Process Control Technician Programmable Logic Controller	Associate Degree Diploma* Certificate	North Metro



## Precision Machining & Manufacturing

Gain the skills you need for a career in the high-demand field of precision machining and manufacturing. This program features a learning lab with CNC machines, manual cutting lathes, and automated manufacturing systems.

CAREERS	PROGRAMS	CAMPUS
CNC Programmer CNC Service Technician CNC Machinist Machine Shop Technician Machine Shop Supervisor	Diploma* Certificate	North Metro

## Welding & Joining Technology

Receive your training in a world-class welding lab with a curriculum that matches industry expectations. The welding industry is a high-demand career field with a constant need for highly skilled professionals.

CAREERS	PROGRAMS	CAMPUS
Ironworker Pipe welder Boiler Maker Journeyman Welder Weld Technician	Diploma* Certificate	Appalachian Paulding

## Automotive Collision Repair

Learn the industry-required National Automotive Technicians Education Foundation (NATEF) standards in this high-demand field for repairing and refinishing various types of vehicles and straightening vehicle frames. Nationally recognized I-CAR training certificates are available upon graduation.

CAREERS	PROGRAMS	CAMPUS
Auto Body Technician Auto Collision Painter Appraisal Claims Representative	Diploma Certificate	Appalachian



## Automotive Technology

Learn how to inspect, maintain, and repair any part and all systems of a vehicle in a dynamic learning environment taught by National Institute for Automotive Service Excellence (ASE) Certified faculty with diverse industry experience. Classes are offered at multiple campuses during day and evening hours.

CAREERS	PROGRAMS	CAMPUS
Automotive Technician Master ASE Certified Technician	Associate Degree Diploma* Certificate	Appalachian Marietta

## Commercial Truck Driving

Prepare for your career in commercial truck driving with this 37-day certificate program emphasizing commercial driver's license (CDL) Class A training. Students also can pursue endorsements in Hazmat, Double Truck, and Triple Truck. There is high industry demand for program graduates.

CAREERS	PROGRAMS	CAMPUS
Truck Driver Bus Driver Delivery Driver Dispatcher Warehousing	Certificate*	North Metro

## Diesel Equipment Technology

Develop the skills needed for your career in diesel engine service and repair for trucks, buses, and heavy equipment. This program offers curriculum that matches industry expectations and hands-on learning, guided by faculty with real-world experience.

CAREERS	PROGRAMS	CAMPUS
Construction Equipment Mechanic Diesel Mechanic Heavy Equipment Technician	Diploma* Certificate	North Metro





## Associate of Science in Nursing

Get the training needed to become a vital member of a professional health care team. Promote good health while participating in the treatment of injured and ill patients. Registered Nurses strive to promote optimum health, alleviate suffering, and help their patients achieve the best quality of life.

CAREERS	PROGRAMS	CAMPUS
Registered Nurse	Associate Degree	Paulding

## Clinical Laboratory Technology

Learn to collect, process, and analyze biological specimens, perform laboratory procedures, maintain instrumentation, and report findings for various diseases or conditions using sophisticated biomedical instrumentation." Become a vital part of the health care team that accurately identifies, treats, or prevents disease.

CAREERS	PROGRAMS	CAMPUS
Clinical Laboratory Technician	Associate Degree	Marietta

## Dental Assisting

Prepare for your career working with dentists, hygienists, and patients delivering a multitude of health care services such as dental X-rays, sterilizing instruments, setting up patient trays, fabricating oral appliances like mouth guards and bleaching trays, and delivering post-op instructions.

CAREERS	PROGRAMS	CAMPUS
Dental Assistant	Diploma	Marietta



## Emergency Medical Services Professions (EMT/AEMT)

Develop the skills to quickly assess and prioritize patient needs with the goal of providing life support. Provide calming reassurance to distraught patients and bystanders prior to and during transportation to hospital emergency rooms.

CAREERS	PROGRAMS	CAMPUS
Advanced Emergency Medical Technician (AEMT)	Diploma	North Metro

## Health Care Management/Physician's Practice Management

Receive your training in health care management by learning how to manage the revenue cycle, compliance regulations, human resources, health information, and general business processes of a medical office or health care facility.

CAREERS	PROGRAMS	CAMPUS
Office Manager	Degree	North Metro

## Medical Administrative Assistant

Love working with people? Gain the skills needed to greet patients, handle correspondence, schedule appointments, and deal with matters related to billing and bookkeeping. Learn to update and file patients' medical records, fill out insurance forms, and arrange for hospital admissions and laboratory services.

CAREERS	PROGRAMS	CAMPUS
Medical Administrative Assistant Medical Office Assistant	Diploma	North Metro



## Medical Assisting

Medical Assisting is one of the nation's fastest-growing careers. Medical Assistants may work directly with patients, performing clinical duties as an integral part of a health care team. They may also be responsible for healthcare facility administrative duties, such as coding and completing insurance forms, scheduling appointments, and working with patient records.

CAREERS	PROGRAMS	CAMPUS
Medical Assistant	Associate Degree Diploma	Appalachian Marietta

## Nursing Assistant (CNA)

Receive training needed to help patients/clients with healthcare needs under the supervision of a doctor or nurse. Provide basic personal care to patients in hospitals and nursing homes. Earning a CNA certificate can be an entry point for further training as a medical assistant, practical nurse, or surgical technician.

CAREERS	PROGRAMS	CAMPUS
Certified Nursing Assistant	Certificate*	Appalachian Marietta

## Occupational Therapy Assistant

Prepare to help rehabilitate patients with injuries, illnesses, or disabilities through the therapeutic use of everyday activities. Working under the direction of occupational therapists, help patients develop, recover, and improve the skills needed for daily living and working.

CAREERS	PROGRAMS	CAMPUS
Occupational Therapy Assistant	Associate Degree	Canton



## Paramedicine

Develop skills to become a vital member of a quick-response healthcare team, providing an advanced level of care in the pre-hospital environment under the direction of a physician. Paramedics prioritize patient needs and perform patient assessment, providing advanced life support in situations where trauma, respiratory, diabetic, behavioral, cardiac, allergic, poisoning, and childbirth emergencies might exist

CAREERS	PROGRAMS	CAMPUS
Paramedic	Associate Degree Diploma	North Metro

## Patient Care Technician (PCT)

Train to become an important member of a medical team working alongside doctors, nurses, and other medical professionals to deliver and ensure quality patient care. Duties may range from caring for the hygienic needs of patients, to preparing patients for various types of therapy, to setting up medical equipment.

CAREERS	PROGRAMS	CAMPUS
Patient Care Technician (PCT)	Certificate	Appalachian

## Physical Therapist Assistant

Learn how to provide physical therapy services under the direction and supervision of a licensed Physical Therapist. Employing the knowledge of the patient's condition, perform hands-on treatments utilizing therapeutic exercises, manual therapy, pain-relieving modalities, and other functional activities.

CAREERS	PROGRAMS	CAMPUS
Physical Therapist Assistant	Associate Degree	North Metro



## Practical Nursing

Develop the skills needed to provide basic bedside care. You will gain the skills needed to work under the supervision of Registered Nurses and physicians to provide care and treatment for injured, ill, disabled, convalescent, and terminally ill patients. Associate of Science LPN to ASN Bridge option is available.

CAREERS	PROGRAMS	CAMPUS
Licensed Practical Nurse (LPN)	Diploma*	Marietta

## Radiography

Learn to work in a variety of clinical settings, preparing patients for and administering X-rays and other radiological medical procedures. Get trained on how to be fundamentally involved with the early detection of disease, the accurate diagnosis of various medical conditions, and the ongoing treatment of a wide range of illnesses.

CAREERS	PROGRAMS	CAMPUS
Radiologic or X-ray Technician	Associate Degree	North Metro

## Surgical Technology

Prepare to play a key role, under medical supervision, in a variety of surgical settings. Learn how to perform a wide range of tasks, such as preparing instruments and sterile dressings, passing surgical instruments/supplies to the surgeon, and maintaining a highly sterile field during each operation.

CAREERS	PROGRAMS	CAMPUS
Surgical Technologist	Associate Degree	North Metro



Many of Chattahoochee Tech's core classes transfer to other colleges and universities. Approximately a quarter of Chattahoochee Tech's students enroll in the Technical Specialist Certificate and Interdisciplinary Studies Degree programs with plans of transferring.

NOTE: Individual programs within each program area may not be offered on all of the campuses indicated on this listing. Many other technical certificates of credit are also available. Visit [ChattahoocheeTech.edu](http://ChattahoocheeTech.edu) for a current listing.

# Steps for Admission

- 1 Submit the college application and non-refundable application fee.
- 2 Submit official high school/GED transcript as well as official transcripts from previously-attended colleges.
- 3 Submit PSAT/SAT/ACT scores that meet Chattahoochee Tech's minimum requirements or complete on-campus placement testing.

Placement testing determines your current knowledge level in reading, writing, and math. Based on your results, you may be required to enroll in learning support coursework or to retest. Minimum scores are required for admission. Testing is not timed but typically takes two hours to complete all sections. Chattahoochee Tech will accept test scores that are up to five years old.

To learn more about the admissions process, visit the Admissions page at [ChattahoocheeTech.edu](http://ChattahoocheeTech.edu).

# Campus Locations



**Appalachian Campus**  
100 Campus Drive  
Jasper, GA 30143

**Austell Campus\***  
1578 Veterans Memorial Hwy.  
Austell, GA 30168

**Canton Campus\***  
1645 Bluffs Parkway  
Canton, GA 30114

**Marietta Campus**  
980 South Cobb Drive  
Marietta, GA 30060

**Mountain View Campus\***  
2680 Gordy Parkway  
Marietta, GA 30066

**North Metro Campus**  
5198 Ross Road  
Acworth, GA 30102

**Paulding Campus**  
400 Nathan Dean Blvd.  
Dallas, GA 30132

**Woodstock Campus\***  
8371 Main Street  
Woodstock, GA 30188

\*Classroom campus only – no office hours

[ChattahoocheeTech.edu](http://ChattahoocheeTech.edu)  
770-528-4545

## PSAT

### Accepted Scores:

23 / Reading  
22 / Math  
24 / Writing and Language

## SAT

### Accepted Scores:

Reading Test Subscore: 25  
Math Test Subscore: 24  
Writing and Language  
Test Subscore: 26

## ACT

### Accepted Scores:

19 / English  
19 / Reading  
19 / Math



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770-528-4545



Chattahoochee Technical College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees, diplomas, and certificates. Inquiries related to the college's accreditation by the Commission may be directed to SACSCOC, 1866 Southern Lane, Decatur, Georgia 30033-4097 or telephone 404-679-4500.

As set forth in its student catalog, Chattahoochee Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law). The following persons have been designated to handle inquiries regarding the nondiscrimination policies: the Chattahoochee Technical College Title IX Coordinator, 980 South Cobb Drive, Building C 1102B, Marietta, GA 30060, 770-975-4023, and the Chattahoochee Technical College Section 504/ADA Coordinator, 5198 Ross Road, Building A1320, Acworth, GA 30102, 770-975-4099

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Rev. 11-2020