# STEDY

# 2024-2025

# Course Catalog

**Southwest Technical Education District of Yuma**
**899 East Plaza Circle, Suite 1**
**Yuma, AZ 85365**

Preparing Today's Students for Tomorrow's Workforce

**Southwest Technical Education District of Yuma (STEDY)**
**Welcome to Southwest Technical Education District of Yuma**

Southwest Technical Education District of Yuma (STEDY) offers opportunities in Career and Technical Education (CTE) programs to students while they concurrently attend their home high school for graduation. Over 8,000 students are enrolled in the CTED from the Yuma County school communities.

Students attend courses such as AgriScience, Automotive Technologies, Biomedical Technology, Business Management, Building Maintenance, Business Management, Cabinet Making, Construction Technologies, Culinary Arts, Digital Photography, Electrical, HVAC, Early Childhood Education, Education Professions, Emergency Medical Services, Engineering, Film & TV Production, Health Aide, Hospitality Management, Law & Public Safety, Marine Corp JROTC, Medical Assisting Services, Mental & Social Health Services, Music & Audio Production, Nursing Services, Software Development, Sports Medicine & Rehabilitation, Stagecraft, sUAS Drones, and Welding Technologies. STEDY offers Central Campus Programs allowing access to students who may not have programs available at their high school campuses; Digital Animation, Medical Assisting, and Software Development.

## Vision Statement
**STEDY will be the leading innovative driving force influencing our community to prepare our students for tomorrow's workforce.**

## Mission Statement
*Preparing Today's Students for Tomorrow's Workforce*

## Administration

| | |
|---|---|
| Thomas C. Tyree | Superintendent |
| Tosha Gillispie | Executive Director of Program Management |
| Shelby Freytag | Curriculum, Instruction, & Assessment Specialist |
| Rusty Tyndall | Director of Strategic Partnerships - Yuma ABEC/STEDY |
| Merci Munoz | Business Manager |
| Katie Clint | Central Program Counselor |
| Renai Williams-Phillips | Executive Assistant to the Superintendent & Governing Board Secretary |
| Rosa Garibay | Program Management Specialist |
| Janessa Williams | Student Support Representative |
| Edith Lopez | Administrative Assistant |

## STEDY Governing Board

The Southwest Technical Education District of Yuma Governing Board consists of members representing each of the two school districts and one at-large member serving both districts:

| | |
|---|---|
| Charles Wesner | Board President |
| Lucky Arvizo | Board Clerk |
| Reetika Dhawan | Board Member |
| John P. Koury | Board Member |

# STEDY

## Program Requirements

- CTED district resident

- Enrolled in high school

- Sophomore or Junior at the start of your program

- Minimum GPA of 2.0

- On track with credits/courses towards graduation

- Passed English with a "C" or better for STEDY/AWC programs

- History of good attendance

- Two-Year Program commitment

- Transportation is the responsibility of the student; YCAT available at no cost

## STEDY Class Times

**Central Campus Class Times**

**A Block:** Monday - Thursday 1:20pm - 3:50pm

**B Block:** Monday - Thursday 4:00pm - 6:30pm

*Programs held at off campus locations vary in class times

*Classes held at Arizona Western College are in the evening as per the AWC Schedule and Academic Calendar

## Non-Discrimination Policy

Prohibited Discrimination - The Board is committed to a policy of nondiscrimination in relation to race, color, religion, sex, age, national origin, language of origin, disability, sexual orientation, gender identity or expression, or marital status. In addition, Section 504 of the Rehabilitation Act (29 U.S.C. 794, et seq) requires. The District's policy is that otherwise qualified handicapped persons must not be excluded from participation, denied the benefits of, or otherwise subjected to discrimination solely based on handicap under any district program or activity that receives federal financial assistance. The District expressly prohibits all such unlawful discrimination by its agents and employees.

# STEDY

## Enrollment Steps

## Go to our website at www.STEDYCTE.org

### Step 1 -  Select your Program

- Review the STEDY Programs and select based on your Career Interests.

- Speak with the STEDY Counselor for guidance on selecting your career pathway.

### Step 2 - STEDY Application

- Complete the Online Application and include your most recent transcript.

- Applicants will receive a welcome email to all emails provided if accepted into their selected program.  All who do not meet the criteria,  or are placed on a waitlist will receive communication via email.

- Those accepted will be sent the Enrollment packet and move on to Step 3.

### Step 3 - STEDY Enrollment Packet

- Completed Enrollment packets are to be submitted no later than May 1st, as of that date waitlisted students will be invited to Enroll for open class seats.

- All documents are to be submitted to STEDY@Stedy01.org or in person to STEDY Central Campus 899 E. Plaza Circle, Suite 1 Yuma, AZ 85365.

- ### AWC Admission

  - All students who enroll for STEDY programs held with Arizona Western College must create an AWC account and complete the AWC High School Student Admission application.

  - Students will participate in a Course Registration event in order to register in their courses and build their schedule.

### Step 4 - Student Schedules

- Students will receive a copy of their STEDY schedule to inform their home campus of their schedule.  Your high school may have you complete additional forms for the purpose of scheduling and credits.

### Step 5- Orientation

- In order to complete the registration process, **students and parents are required to attend** a Program Specific Orientation prior to the start of scheduled classes.

- At the orientation, STEDY and Arizona Western College staff will be on hand to tour the facilities, meet program instructors, and complete the remaining steps in the registration process for both STEDY and Arizona Western College. Students who complete the registration process will be issued AWC student ID's and uniforms as needed.

# STEDY

## STEDY Central Campus Programs

- Digital Animation

- Cosmetology - Hairstylist

- Medical Assisting

- Software Development

## STEDY/AWC Programs

- Business Management

- Drafting CAD Technology

- HVAC (Air Conditioning/Heating)

- Network Security

- Organizational Leadership

## STEDY/AWC Wellton Programs

- Electrical Technology

- Manufacturing Technology

# Academic Credit

STEDY students are awarded credits for participation in STEDY CTED programs by their home schools.  Upon Completion of the STEDY course each semester, grades will be reported to the students homeschool.  Credits will be applied as CTE or Elective and posted to the students

| Credit Amount for Central Campus programs per semester: | 1 semester completed = 1 High School elective credit | Credit Amount for STEDY/ AWC programs per semester: | 3 AWC credit hours = .5 High School  credit 6 AWC Credit Hours = 1 High School credit |
|---|---|---|---|

# Dual Credit

Students completing STEDY central programs  that grant dual credit will complete the AWC dual credit forms.  Those courses, grades and credits will be posted to the students official AWC college transcript.

# Certification

Students may test for industry certification exams,  available for some STEDY program areas. (Students must have an instructor's recommendation prior to registering for their respective industry assessments.) Students are required to furnish all paperwork prior to taking the industry assessment. STEDY will provide application fees for recommended students to take one industry assessment ONLY IF THE STUDENT HAS COMPLETED THE ENTIRE PROGRAM OF STUDY.

**Universities Now Accepting Career & Technical Education Credit for Admission**

*Arizona Board of Regents News Brief dated June 5, 2015*

The board gave final approval to a policy change that will allow Career & Technical Education credits to count for university admission. Students can now demonstrate either fine arts or CTE competency in applying for assured undergraduate admission.

# BUSINESS MANAGEMENT

52.0201.00

## PROGRAM DESCRIPTION

This 2-year program will offer the knowledge to enter the business field in an entry-level position such as business manager, receptionist, customer service specialist, cashier, teller, hospital admitting clerk, transcribing among others.



**ARIZONA WESTERN COLLEGE**

**CTE STANDARDS**          **SCOPE & SEQUENCE**

**SYLLABUS**          **CERTIFICATE SHEET**

## JOB OUTLOOK

Employment of business and customer service managers is projected to grow eight percent from 2021—2031, about as fast as the average for all occupations. Many job openings will result from the need to replace workers who leave the occupation. Those with a combination of work experience and computer skills should have the best job prospects.

STEDY

# www. STEDYcte.org

## STUDENTS REQUIREMENTS

- English with a "C" or better
- CTED district resident
- Enrolled in High School
- Minimum GPA of 2.0
- On track with credits/courses towards graduation
- History of good attendance
- Two Year Program commitment
- Transportation is the responsibility of the student; YCAT available at no cost

## COST REQUIREMENTS

Upon Acceptance in to Program -

- AWC Tuition and books paid for by STEDY
- $ 25.00 STEDY Enrollment fee



## Business Management I

| Grade Levels: | 10, 11 | Course Length: | semesters |
| Location: | AWC, online | CIP: | 52.0201.10 |
| Times: | Vary | Class: | In person, online |

## Business Management  II

| Grade Levels: | 11, 12 | Course Length: | semesters |
| Location: | AWC, online | CIP: | 52.0201.20 |
| Times: | Vary | Class: | In person, online |

| Year | Semester | STEDY PROGRAM | College Course | | College Credit Hours per Course | Total HS Credit per College Course | Total HS Credit per CTE Course |
|---|---|---|---|---|---|---|---|
| 1 | 1 Fall | Business Management | ACC 100 | Introduction to Accounting | 3 | 0.5 | |
| | | | BUA 100 | Survey of Business | 3 | 0.5 | 1 |
| 1 | 2 Spring | Business Management | CIS 105 | Introduction to Business Information Systems | 3 | 0.5 | |
| | | | BUA 109 | Principles to Human Relations | 3 | 0.5 | 1 |
| 2 | 1 Fall | Business Management II | CIS 121 | Spreadsheet | 3 | 0.5 | |
| | | | BUA 110 | Business Application Concepts | 3 | 0.5 | |
| | | | MGT 250 | Personal Supervision | 3 | 0.5 | 1.5 |
| 2 | 2 Spring | Business Management II | BUA 210 | Customer Service Management | 3 | 0.5 | |
| | | | BUA 290 | Business Communications | 3 | 0.5 | |
| | | | CIS 131 | Database | 3 | 0.5 | 1.5 |
| | | | Total Credits | | 30 College | 5 High School | |

# COSMETOLOGY-HAIRSTYLIST

12.0400.00

## PROGRAM DESCRIPTION

The interactive Hairstylist program prepares students for a Hairstyling license which includes the latest techniques in hairstyling, haircutting, and coloring. The 2-year program includes industry expectations, infection control, anatomy, hygiene, and salon management. Students will perform services in the STEDY Hair Salon with classmates and the general public under the supervision of licensed instructors. The 1000-hour program includes Saturday Salon hours and is an extensive time commitment requiring prioritization of the program over other high school opportunities, events, and work.

**CTE STANDARDS**          **SCOPE & SEQUENCE**

**SCHEDULE & CALENDAR**          **SYLLABUS**

SkillsUSA®

## JOB OUTLOOK

Individuals can expect direct employment as licensed Hairstylist, Updo Specialist, children's haircut stylist, and colorist. Entry-level annual salaries in Arizona range from $25,000 to $65,000. Career pathways include salon manager, salon owner, and CTE teacher.

STEDY

# www. STEDYcte.org

## Cosmetology - Hairstylist I

| | | | |
|---|---|---|---|
| Grade Levels: | 10, 11 | Course Length: | semesters |
| Location: | Vista High School | CIP: | 12.0400.10 |
| Class Times: | Block A, B | Class: | In person |
| Certification: | Year 1: OSHA 10 - Healthcare | | |

## Cosmetology - Hairstylist II

| | | | |
|---|---|---|---|
| Grade Levels: | 11, 12 | Course Length: | semesters |
| Location: | Vista High School | CIP: | 12.0400.20 |
| Class Times: | Block A, B | Class: | In person |
| Certification: | Year 2: OSHA 10 - Cosmetology, Hairstyling License | | |

| Year | Semester | Block | STEDY PROGRAM | Total HS Credit per College Course | Total HS Credit per CTE Course |
|---|---|---|---|---|---|
| | 1 - Fall | A, B | Cosmetology - Hairstylist I | 1 | |
| 1 | 2 - Spring | A, B | Cosmetology - Hairstylist I | 1 | 2 |
| | 1 - Fall | A, B | Cosmetology - Hairstylist II | 1 | |
| 2 | 2 - Spring | A, B | Cosmetology - Hairstylist II | 1 | 2 |
| | | | Total Credits | 4 | |
| | | | | High School | |

# DIGITAL ANIMATION

10.0304.00

## PROGRAM DESCRIPTION

The Animation program prepares the students in developing the process of displaying still images in sequence to create the illusion of movement. These images can be hand drawn, computer generated or pictures of 3D objects. Animators and Multi Media Artists create animation and visual effects for television, movies, video games, and other forms of media.

**CTE STANDARDS**

**SCOPE & SEQUENCE**

**SYLLABUS I**

**SYLLABUS II**

SkillsUSA®

## JOB OUTLOOK

Cartoon Animator, Graphic Designer, Flash Animator, Forensic Animator, Medical Animator, Mathematical Modeler and Multi Media Artist. The rate of growth from 2021-2031 for Animators is 5% with a median starting salary of $78,790.
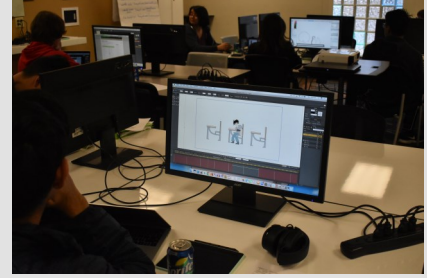
## STEDY

# www. STEDYcte.org

# Digital Animation I

| | | | |
|---|---|---|---|
| Grade Level: | 10, 11 | Course Length: | 1 Year |
| Credit: | 2 CTE credits | CIP: | 10.0304.15 |
| Class times: | Block B | Location: | Central Campus |

# Digital Animation II

| | | | |
|---|---|---|---|
| Grade Level: | 11, 12 | Course Length: | 1 Year |
| Credit: | 2 CTE credits | CIP: | 10.0304.60 |
| Class times: | Block A | Location: | Central Campus |

Certification: Adobe Animate CC and Autodesk MAYA

| Year | Semester | Block | STEDY PROGRAM | Total HS Credit per College Course | Total HS Credit per CTE Course |
|---|---|---|---|---|---|
| | 1 - Fall | B | Digital Animation I | 1 | |
| 1 | 2 - Spring | B | Digital Animation I | 1 | 2 |
| | 1 - Fall | A | Digital Animation II | 1 | |
| 2 | 2 - Spring | A | Digital Animation II | 1 | 2 |
| | | | Total Credits | 4 High School | |

## PROGRAM DESCRIPTION

This program provides courses in the computer assisted drafting (CAD) and technical subject areas as well as the required general education courses to prepares students to transfer to a university.  This program will provide knowledge in computer assisted drafting  technology.

ARIZONA WESTERN COLLEGE

## CTE STANDARDS

## SCOPE & SEQUENCE

### SYLLABUS

### CERTIFICATE SHEET

## JOB OUTLOOK

Employment of drafters is projected to grow 4 percent  from 2021-2031, about as fast as the average for all occupations. Increased construction activity is projected to drive demand for drafters, but this is expected to be tempered as engineers and architects increasingly perform some tasks previously done by drafters.
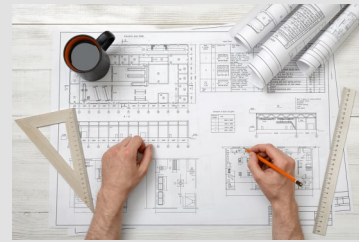
STEDY

# www. STEDYcte.org

## STUDENTS REQUIREMENTS

- English with a "C" or better
- CTED district resident
- Enrolled in High School
- Minimum GPA of 2.0
- On track with credits/courses towards graduation
- History of good attendance
- Two Year Program commitment
- Transportation is the responsibility of the student; YCAT available at no cost

## COST REQUIREMENTS

Upon Acceptance in to Program -

- AWC Tuition and books paid for by STEDY
- $ 25.00 STEDY Enrollment fee



## Drafting CAD Technology I

| | | | |
|---|---|---|---|
| Grade Level: | 10, 11 | Course Length: | semesters |
| Location: | AWC | CIP: | 15.1302.10 |
| Time: | Varies | Class: | In person, online |

## Drafting CAD Technology II

| | | | |
|---|---|---|---|
| Grade Lev el: | 11, 12 | Course Length: | semesters |
| Location: | AWC | CIP: | 15.1302.20 |
| Time: | Varies | Class: | In person, online |

| Year | Semester | STEDY PROGRAM | College Course | | College Credit Hours per Course | Total HS Credit per College Course | Total HS Credit per CTE Course |
|---|---|---|---|---|---|---|---|
| 1 | 1 Fall | Drafting CAD Technology | DFT 100 | Auto CAD-Drafting 1 | 3 | 0.5 | 1 |
| | | | DFT 106 | Revit 1 Introduction to Revit Modeling -Drafting | 4 | 0.5 | |
| 1 | 2 Spring | Drafting CAD Technology | DFT 102 | Auto CAD 2-Drafting 2 | 4 | 0.5 | 1.5 |
| | | | DFT 201 | Construction Graphics 1 | 4 | 0.5 | |
| | | | DFT 107 | Revit 2 Revit Modeling-Drafting | 4 | 0.5 | |
| 2 | 1 Fall | Drafting CAD Technology II | DFT 202 | Construction Graphics 2 | 4 | 0.5 | 1.5 |
| | | | DFT 203 | Auto CAD 3-Drafting 3 | 4 | 0.5 | |
| | | | DFT 208 | Revit 3 Revit MEP | 4 | 0.5 | |
| 2 | 2 Spring | Drafting CAD Technology II | DFT 204 | Auto CAD 4-Drafting 4 | 4 | 0.5 | 1.5 |
| | | | DFT 209 | Revit 4 Structural-Drafting | 4 | 0.5 | |
| | | | CIS 120 | Introduction to computer Information Systems | 3 | 0.5 | |
| | | | Total Credits | | 39 College | 5.5 High School | |

# ELECTRICAL TECHNOLOGY

15.0303.00

## PROGRAM DESCRIPTION

This program prepares students for an entry-level position in the construction trades industry. This program provides opportunities for students to learn to install, maintain, and repair electrical wiring, equipment and fixtures in accordance with relevant codes. This program curriculum is aligned with National Center for Construction Education Research standardized national skills standards for the construction trades.



ARIZONA WESTERN COLLEGE

## CTE STANDARDS

## SCOPE & SEQUENCE

## SYLLABUS

## CERTIFICATE SHEET

## JOB OUTLOOK

Employment of electricians is projected to continue growing from 2021-2031, which is average for all occupations. The median pay is $63,640 with an associates degree. As homes and businesses require more wiring electricians will be needed to install the necessary components. Electricians with the widest variety of skills should have the best job opportunities.

## STEDY

## www. STEDYcte.org

**COST REQUIREMENTS**

Upon Acceptance in to Program -

- AWC Tuition and books paid for by STEDY
- $ 25.00 STEDY Enrollment fee

## Electrical Technology I

| | | | |
|---|---|---|---|
| Grade Level: | 10, 11 | Course Length: | semesters |
| Location: | AWC Campus | CIP: | 15.0303.10 |
| Time: | Varies | Class: | In person, online |

## Electrical Technology II

| | | | |
|---|---|---|---|
| Grade Level: | 11, 12 | Course Length: | semesters |
| Location: | AWC Campus | CIP: | 15.0303.20 |
| Time: | Varies | Class: | In person, online |

| Year | Semester | STEDY PROGRAM | College Course | | College Credit Hours per Course | Total HS Credit per College Course | Total HS Credit per CTE Course |
|---|---|---|---|---|---|---|---|
| 1 | 1 Fall | Electrical Technology | ECT 105 | Basic Electricity | 3 | 0.5 | 0.5 |
| 1 | 2 Spring | Electrical Technology | ECT 115 | National Electrical Code | 3 | 0.5 | 0.5 |
| | | | ECT 110 | AC/DC Circuits | 4 | | |
| 2 | 1 Fall | Electrical Technology II | TEC 100 | Core Curriculum Introductory Craft Skills | 5 | 1.5 | 1.5 |
| | | | ECT 205 | Fixtures and Installation | 4 | 0.5 | |
| 2 | 2 Spring | Electrical Technology II | ECT 210 | Control Circuits | 4 | 0.5 | 1.0 |
| | | | Total Credits | | 23 | 3.5 | |
| | | | | | College | High School | |

# HVAC (AIR CONDITIONING/HEATING)

47.0201.00

## PROGRAM DESCRIPTION

The HVAC (Air Conditioning/Heating) Program provides students with the essential skills, required for entry-level employment in the A/C and Refrigeration industry. Training in various aspects of A/C and Refrigeration include troubleshooting, maintenance, repair and servicing of A/C units, related electrical controlling devices, motors and safety factors concerning the use of various refrigerants.



**ARIZONA WESTERN COLLEGE**

| CTE STANDARDS | SCOPE & SEQUENCE |
|---|---|
| SYLLABUS | CERTIFICATE SHEET |

## JOB OUTLOOK

Employment of Heating, A/C and Refrigeration mechanics and installers is projected to grow 5 percent from 2021-2031 which is average for all occupations. Candidates familiar with computer and electronics and those with good troubleshooting skills will have the best job opportunities as employers continue to have difficulty finding qualified technicians to work on complex new systems.

## STEDY

# www. STEDYcte.org

**COST REQUIREMENTS**

Upon Acceptance in to Program -

• AWC Tuition and books paid for by STEDY

• $ 25.00 STEDY Enrollment fee

## HVAC I

Grade Level:        10, 11        Course Length:    semesters

Location:            AWC Campus    CIP:              47.0201.10

Time:                Varies        Class:            In person, online

## HVAC II

Grade Lev el:        11, 12        Course Length:    semesters

Location:            AWC Campus    CIP:              47.0201.20

Time:                Varies        Class:            In person, online

| Year | Semester | STEDY PROGRAM | College Course | | College Credit Hours per Course | Total HS Credit per College Course | Total HS Credit per CTE Course |
|------|----------|---------------|----------------|----------|------|------|------|
| 1 | 1 Fall | HVAC Air Conditioning/ Heating | ACR 101 | Air Conditioning and Refrigeration 1 | 3 | 0.5 | 0.5 |
| 1 | 2 Spring | HVAC Air Conditioning/ Heating | ACR 102 | Air Conditioning and Refrigeration 2 | 3 | 0.5 | 0.5 |
| 2 | 1 Fall | HVAC Air Conditioning/ Heating II | TEC 100 | Core Curriculum Intro to Craft Skill | 5 | 0.5 | |
| | | | ACR 103 | Air Conditioning and Refrigeration Motors, Circuits | 3 | 0.5 | 1.0 |
| 2 | 2 Spring | HVAC Air Conditioning/ Heating II | ACR 112 | Control System | 3 | 0.5 | |
| | | | ACR 113 | Heating Technology | 3 | 0.5 | 1.0 |
| | | | | Total Credits | 20 College | 3 High School | |

# MEDICAL ASSISTING

51.0801.00

## PROGRAM DESCRIPTION

Medical Assistant's work throughout the healthcare industry in many different clinical settings. Duties of Medical Assistant's include recording patient history and personal information, measuring vital signs, helping physicians with patient exams, giving injections or medications as directed by a physician and as permitted by state law, scheduling patient appointments, preparing blood samples for laboratory tests and entering patient information into medical records. Students learn knowledge in phlebotomy, medical terminology, anatomy and physiology, lab safety, how to take vital signs and how to administer injections.



Medical Assisting



## CTE STANDARDS

## SCOPE & SEQUENCE

## SYLLABUS I

## SYLLABUS II


hosa future health professionals

## JOB OUTLOOK

The job growth rate for the Medical Assistant profession is projected to grow at a rate of 16 percent from 2021-2031 which is much faster than the national average. Hospitals, laboratories, doctors offices, urgent care facilities and long term patient care facilities will need Medical Assistant professionals for a variety of job duties.


STEDY

# www. STEDYcte.org

**STUDENTS REQUIREMENTS**

- CTED district resident
- Enrolled in high school
- Minimum GPA of 2.0
- On track with credits/courses towards graduation
- History of good attendance
- Two Year Program commitment
- Transportation is the responsibility of the student; YCAT available at no cost

**COST REQUIREMENTS**

Upon Acceptance in to Program -

- $ 25.00 STEDY Enrollment fee

## Medical Assisting I

| | | | |
|---|---|---|---|
| Grade Level: | 10, 11 | Course Length: | 1 Year |
| Credit: | 2 CTE credits | CIP: | 51.0801.15 |
| Class times: | Block B | Location: | Central Campus |

Certification: CPR

## Medical Assisting II

| | | | |
|---|---|---|---|
| Grade Lev el: | 11, 12 | Course Length: | 1 Year |
| Credit: | 2 CTE credits | CIP: | 51.0801.60 |
| Class times: | Block A | Location: | Central Campus |

Certification: Phlebotomy, Medical Assistant

College Credit: AHE 101 Medical Terminology

| Year | Semester | Block | STEDY PROGRAM | Total HS Credit per College Course | Total HS Credit per CTE Course |
|---|---|---|---|---|---|
| 1 | 1 - Fall | B | Medical Assisting I | 1 | |
| | 2 - Spring | B | | 1 | 2 |
| 2 | 1 - Fall | A | Medical Assisting II | 1 | |
| | 2 - Spring | A | | 1 | 2 |
| | | | Total Credits | 4 High School | |

# MANUFACTURING TECHNOLOGY

48.0510.00

## PROGRAM DESCRIPTION

This certificate is comprised of six stackable certificates*: Basic Manufacturing, Basic Manufacturing CAD, Advanced Manufacturing CAD, Basic Power Generation, Electrical for Manufacturing, and Manufacturing-Automation for Metals Joining and Severing Processes and one additional course. Students who complete the six stackable certificates and this certificate will also earn an OSHA-10 Construction Safety Card or an OSHA-30 Construction Safety Card and NCCER certification in demonstrated skills.



**ARIZONA WESTERN COLLEGE**

| CTE STANDARDS | SCOPE & SEQUENCE |
|---|---|
| **SYLLABUS** | **CERTIFICATE SHEET** |

## JOB OUTLOOK

Successful completion of a certificate within the Manufacturing program may lead to employment in a variety of different occupations and industries. Related occupations carry annual median wages of $32,656 to 56,154, some occupations may require additional education or training.

## STEDY

# www. STEDYcte.org

# Manufacturing Technology I

| | | |
|---|---|---|
| Grade Level: | 10, 11 | Course Length: semesters |
| Location: | AWC Wellton | CIP: 48.0510.13 |
| Time: | Varies | Class: In person, online |

# Manufacturing Technology II

| | | |
|---|---|---|
| Grade Level: | 11, 12 | Course Length: semesters |
| Location: | AWC Wellton | CIP: 48.0510.30 |
| Time: | Varies | Class: In person, online |

| Year | Semester | STEDY PROGRAM | College Course | | College Credit Hours per Course | Total HS Credit per College Course | Total HS Credit per CTE Course |
|---|---|---|---|---|---|---|---|
| 1 | 1 Fall | Manufacturing Technology | MFG 185 | Quality Control and Inspection | 3 | 0.5 | |
| | | | MFG 201 | Machinery/Indust. Valve & Pump, Maint. & Repair | 3 | 0.5 | 1 |
| 1 | 2 Spring | Manufacturing Technology | MFG 195 | Materials Science and Metallurgy | 3 | 0.5 | |
| | | | CNC 101 | CNC Machine Operator | 3 | 0.5 | 1 |
| 2 | 1 Fall | Manufacturing Technology II | DFT 100 | AutoCAD 1 - Drafting | 3 | 0.5 | |
| | | | DFT 180 | CAD with SolidWorks | 3 | 0.5 | |
| | | | WLD 109 | Gas Metals Arc Welding | 3 | 0.5 | 1.5 |
| 2 | 2 Spring | Manufacturing Technology II | CNC 201 | Computer Aided Programming for CNC Machines | 3 | 0.5 | |
| | | | ECT 240 | Power Generation Operation, Maint. & Repair | 3 | 0.5 | |
| | | | WLD 201 | Automation for Metals joining & Severing Proc. | 4 | 0.5 | 1.5 |
| | | | | Total Credits | 31 College | 5 High School | |

# NETWORK SECURITY

11.1999.00

## PROGRAM DESCRIPTION

Provide learners with a working knowledge in troubleshooting, customer service, networking, operating systems, system administration and security. Computer support specialists and network administrators help computer users and organizations. Some of these workers support computer networks by testing and evaluating network systems and ensuring that the day-to-day operations work. Others provide customer service by helping people with their computer problems.

**ARIZONA WESTERN COLLEGE**

## CTE STANDARDS

## SCOPE & SEQUENCE

## SYLLABUS

## CERTIFICATE SHEET

## JOB OUTLOOK

Employment in computer and information technology occupations is projected to grow 35 percent from 2021-2031, much faster than the average for all occupations. These occupations are projected to add about 531,200 new jobs. Demand for these workers will stem from greater emphasis on cloud computing, the collection and storage of big data, and information security.

## STEDY

# www. STEDYcte.org

ARIZONA WESTERN COLLEGE

## Network Security I

| | | | |
|---|---|---|---|
| Grade Level: | 10, 11 | Course Length: | semesters |
| Location: | AWC Campus | CIP: | 11.1999.12 |
| Time: | Varies | Class: | In person, online |

## Network Security II

| | | | |
|---|---|---|---|
| Grade Lev el: | 11, 12 | Course Length: | semesters |
| Location: | AWC Campus | CIP: | 11.1999.30 |
| Time: | Varies | Class: | In person, online |

| Year | Semester | STEDY PROGRAM | College Course | | College Credit Hours per Course | Total HS Credit per College Course | Total HS Credit per CTE Course |
|---|---|---|---|---|---|---|---|
| 1 | 1 Fall | Network Security | CIS 175 | Computer Security | 3 | 0.5 | 0.5 |
| 1 | 2 Spring | Network Security | PIT 100 | IT Support: Technical Support Fundamentals | 2 | 0.5 | 0.5 |
| | | | PIT 101 | IT Support: Computer Networking | 3 | | |
| | | | PIT 102 | IT Support: Operating Systems | 3 | | |
| 2 | 1 Fall | Network Security II | PIT 103 | IT Support: System Admin. | 2 | 0.5 | 0.5 |
| | | | PIT 104 | IT Support: IT Security and Google Certification | 2 | | |
| 2 | 2 Spring | Network Security II | PIT 130 | Amazon Web Services Academy Cloud Foundations | 2 | 0.5 | 0.5 |
| | | | | Total Credits | 17 College | 2 High School | |

# ORGANIZATIONAL LEADERSHIP

52.0204.00

## PROGRAM DESCRIPTION

Gain knowledge to enter the business field in an entry-level position such as filing clerk, receptionist, clerk typist, teller, hospital admitting clerk, transcribing and entry managerial positions among others. SHINE's Mentor Leader Program develops competency skills in Human Relations, Management, Leadership, Customer Service, Communication, and Business Theory in order to successfully prepare students for future management and leadership roles within an organization.

## CTE STANDARDS

## SCOPE & SEQUENCE

## SYLLABUS

## CERTIFICATE SHEET

## SkillsUSA

## JOB OUTLOOK

Employment of administrative assistants is projected to grow 7 percent from 2021-2031, about as fast as the average for all occupations. Many job openings will result from the need to replace workers who leave the occupation. Those with a combination of work experience and computer skills should have the best job prospects.

## STEDY

# www. STEDYcte.org

# Organizational Leadership I

Grade Level: 10, 11          Course Length: 1 Year

Credit: 2 CTE credits          CIP: 52.0204.10

Class times: Thursday          Location: Mesa Heights

# Organizational Leadership II

Grade Level: 11, 12          Course Length: 1 Year

Credit: 2 CTE credits          CIP: 52.0204.20

Class times: Thursday          Location: Mesa Heights

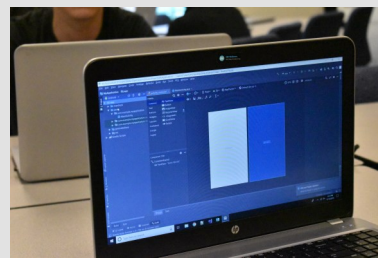Certification: RiseUp in Customer Service

| Year | Semester | STEDY PROGRAM | College Course | | College Credit Hours per Course | Total HS Credit per College Course | Total HS Credit per CTE Course |
|---|---|---|---|---|---|---|---|
| 1 | 1 Fall | Organizational Leadership | BUA 109 | Principles of Human Relations | 3 | 0.5 | 0.5 |
| 1 | 2 Spring | Organizational Leadership | MGT 135 | Management Fundamentals | 3 | 0.5 | |
| | | | BUA 290 | Business Communications | 3 | 0.5 | 1 |
| 2 | 1 Fall | Organizational Leadership | MGT 280 | Leadership | 3 | 0.5 | 0.5 |
| 2 | 2 Spring | Organizational Leadership | BUA 210 | Customer Service Management | 3 | 0.5 | |
| | | | BUA 100 | Survey of Business | 3 | 0.5 | 1 |
| | | | Total Credits | | 18 College | 3 High School | |

**PROGRAM DESCRIPTION**

This 2 year program prepares students to pursue a career in software development. Students will learn how to write programs and work with a variety of computer languages. Students will also test codes that allow computer applications and software programs to function properly.




**CTE STANDARDS**

**SCOPE & SEQUENCE**

**SYLLABUS I**

**SYLLABUS II**



**JOB OUTLOOK**

Employment of software developers is projected to grow 25 percent from 2021-2031, much faster than the average for all occupations. The main reason for the rapid growth is a large increase in the demand for computer software developers, assurance analysts and project testers.

**STEDY**

**www. STEDYcte.org**

## Software Development I

| | | | |
|---|---|---|---|
| Grade Level: | 10, 11 | Course Length: | 1 Year |
| Credit: | 2 CTE credits | CIP: | 11.0202.13 |
| Class times: | Block B | Location: | Central Campus |

## Software Development II

| | | | |
|---|---|---|---|
| Grade Level: | 11, 12 | Course Length: | 1 Year |
| Credit: | 2 CTE credits | CIP: | 11.0202.40 |
| Class times: | Block A | Location: | Central Campus |

Certification: Certificate in HTML 5 and JavaScript

| Year | Semester | Block | STEDY PROGRAM | Total HS Credit per College Course | Total HS Credit per CTE Course |
|---|---|---|---|---|---|
| | 1 - Fall | B | Software Development I | 1 | |
| 1 | 2 - Spring | B | | 1 | 2 |
| | 1 - Fall | A | Software Development II | 1 | |
| 2 | 2 - Spring | A | | 1 | 2 |
| | | | Total Credits | 4 High School | |

# LOGISTICS & SUPPLY CHAIN MANAGEMENT

52.0203.00

## PROGRAM DESCRIPTION

This two-year, 18 credit hour program helps students build the necessary skills to succeed in the diverse field of Logistics and Supply Chain Management.  The program covers the coordination, planning, execution, and control of processes involved in the seamless flow of goods, services, information, and finances from the point of origin to the end consumer. The synergy between Logistics and Supply Chain Management aims to optimize efficiency, reduce costs, and enhance overall business performance in the complex landscape of global supply networks.





**CTE STANDARDS**

**SCOPE & SEQUENCE**

**SYLLABUS I**

**SYLLABUS II**


SkillsUSA

## JOB OUTLOOK

Employment in the field of Logistics and Supply Chain Management is projected to grow 18% from 2022-2032, much faster than the average for all occupations. As the growth of e-commerce makes logistics more dynamic and complex, logisticians will be in demand to move products more efficiently, solve problems, and identify areas for improvement. The increased volume of inventory and need to manage multiple supply chains have made logisticians' work critical.


STEDY

# www.STEDYcte.org

- CTED district resident
- Enrolled in high school
- Minimum GPA of 2.0
- On track with credits/courses towards graduation
- History of good attendance
- Two Year Program commitment
- Transportation is the responsibility of the student; YCAT available at no cost

## COST REQUIREMENTS

Upon Acceptance in to Program -

- $ 25.00 STEDY Enrollment fee

**NAU**

### Supply Chain Management I

| | | | |
|---|---|---|---|
| Grade Level: | 10, 11 | Course Length: | 1 Year |
| Credit: | 2 CTE credits | CIP: | 52.0203.00 |
| Class times: | Vary | Location: | TBD |

### Supply Chain Management II

| | | | |
|---|---|---|---|
| Grade Level: | 11, 12 | Course Length: | 1 Year |
| Credit: | 2 CTE credits | CIP: | 52.0203.00 |
| Class times: | Vary | Location: | TBD |

Certification: Northern Arizona University Occupational Certificate

| Year | Semester | STEDY PROGRAM | College Course | College Course | College Credit Hours per Course | Total HS Credit per College Course | Total HS Credit per CTE Course |
|---|---|---|---|---|---|---|---|
| 1 | 1 Fall | Supply Chain Mgmt | BBA 292 | Fundamentals of Logistics | 3 | 0.5 | 0.5 |
| | | | BBA 330 | Supply Chain & Operations Mgmt | 3 | 0.5 | |
| 1 | 2 Spring | Supply Chain Mgmt | BBA 428 | Global Logistics & Supply Chain Mgmt | 3 | 0.5 | 1.0 |
| 2 | 1 Fall | Supply Chain Mgmt | BBA 429 | Green Logistics & Supply Chain Mgmt | 3 | 0.5 | 0.5 |
| 2 | 2 Spring | Supply Chain Mgmt | BBA 430 | Advanced Logistics & Supply Chain Mgmt | 3 | 0.5 | |
| | | | BBA 435 | Strategic Logistics & Supply Chain | 3 | 0.5 | 1.0 |
| | | | | Total Credits | 18 College | 3 High School | |

# HOMELAND SECURITY

43.0301.00

## PROGRAM DESCRIPTION

The two-year Homeland Security education program is built to equip students with a strong comprehension of the dynamic landscape of national and international security threats. Throughout the program, students will study an array of critical subjects such as emergency management, disaster response, intelligence analysis, border security, critical infrastructure protection, and counterterrorism strategies. This intensive program aims to provide students with a robust foundation and the practical skills needed to navigate the complex issues involved in safeguarding our nations and global security interests.



## CTE STANDARDS

## SCOPE & SEQUENCE

## SYLLABUS I

## SYLLABUS II


SkillsUSA ®

## JOB OUTLOOK

Employment of Homeland Security professionals is projected to grow at a rate of 5% from 2023—2032 . A desire for public safety may result in a need for more Homeland Security professionals. However, demand for employment is expected to vary by location, driven largely by local and state budgets. Even when crime rates fall, demand for police services to maintain public safety is expected to continue.

STEDY

# www. STEDYcte.org

## STUDENTS REQUIREMENTS

- CTED district resident
- Enrolled in high school
- Minimum GPA of 2.0
- On track with credits/courses towards graduation
- History of good attendance
- Two Year Program commitment
- Transportation is the responsibility of the student; YCAT available at no cost

## COST REQUIREMENTS

Upon Acceptance in to Program -

- $ 25.00 STEDY Enrollment fee

**ARIZONA WESTERN COLLEGE**

### Homeland Security I

| | |
|---|---|
| Grade Level: | 10, 11 |
| Credit: | 2 CTE credits |
| Class times: | Vary |

| | |
|---|---|
| Course Length: | 1 Year |
| CIP: | 43.0301.00 |
| Location: | AWC Campus |

### Homeland Security II

| | |
|---|---|
| Grade Level: | 11, 12 |
| Credit: | 2 CTE credits |
| Class times: | Vary |

| | |
|---|---|
| Course Length: | 1 Year |
| CIP: | 43.0301.00 |
| Location: | AWC Campus |

Certification: TBD

| Year | Semester | STEDY PROGRAM | College Course | | College Credit Hours per Course | Total HS Credit per College Course | Total HS Credit per CTE Course |
|---|---|---|---|---|---|---|---|
| 1 | 1 Fall | Homeland Security | HLS 101 | Intro to Homeland Security | 3 | 0.5 | 0.5 |
| | | | HLS 107 | Introduction to Cyberterrorism | 3 | 0.5 | |
| 1 | 2 Spring | Homeland Security | AJS 191 | Terrorism/Counter Terror | 3 | 0.5 | 1 |
| | | | HLS 103 | Intro to Fire & Emergency Service | 3 | | |
| 2 | 1 Fall | Homeland Security | HLS 215 | Critical Incident Management | 3 | 0.5 | 0.5 |
| 2 | 2 Spring | Homeland Security | HLS 203 | Bioterrorism and WMD | 3 | 0.5 | 1 |
| | | | | Total Credits | 18 College | 3 High School | |