

# Tech Tab

## Course Catalog

January - June 2025

### Inside:

Unlocking AI With ChatGPT

Certified Medication Aide

Digital Photography

Electrical Wiring

Emergency Medical Responder

and more!



POWERED BY  
**OKLAHOMA**  
CareerTech

**GREAT PLAINS**  
Technology Center

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January-June 2025

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*On the cover, 1st year Cosmetology student Shealyn Howell.*

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## Two Locations to Serve Your Training Needs!



### Lawton Campus

4500 SW Lee Blvd  
Lawton, OK 73505  
Main: 580.355.6371  
Enrollment: 580.250.5535



### Frederick Campus

2001 East Gladstone  
Frederick, OK 73542  
580.335.5525

# BUSINESS & OFFICE CLASSES

## BE MONEY SMART - PERSONAL FINANCE

This course offers practical tools and knowledge to take control of your financial future, through engaging lessons and interactive activities. You will explore topics like budgeting, saving, credit building, and understanding financial products.

## BOOKKEEPING

Learn accounting basics, including debits, credits, and financial statements. Understand Accounts Payable, Accounts Receivable, and their impact on financial health.

## FORMING AN LLC

Protect your personal assets by learning how to form and operate an LLC. Discover the benefits of this business structure and its role in reducing liability. Offered via Zoom.

## MASTERING THE LANDLORD-TENANT RELATIONSHIP

Understand landlord and tenant rights, lease essentials, and the eviction process. Taught by a lawyer with practical tips for maintaining a strong landlord-tenant relationship. Offered via Zoom.

## QUICKBOOKS - LAWTON CAMPUS

Learn QuickBooks Online, the latest cloud-based version, and gain valuable skills sought by employers. Ideal for both beginners and those transitioning from QuickBooks Desktop.

Course	Dates	Days/Times	Tuition	Code
Be Money Smart - Personal Finance	4/14-6/16	M/W 6-8pm	\$225	BIZ01-I
Bookkeeping	1/22-3/26	M/W 6-9pm	\$395	BIZ04-I
Forming an LLC	1/27	M 5:30-9:30pm	\$25	GNL97-I
Master the Landlord-Tenant Relationship	4/28	M 5:30-9:30pm	\$25	GNL100-I
QuickBooks	3/26-4/30	M/W 6-9pm	\$365	BIZ11-I

# CHILD CARE CLASSES

## EARLY EDUCATION: PATHWAY TO YOUR NATIONAL CREDENTIAL

Pursue your Child Development Associate (CDA) credential, gaining skills to support children's emotional, physical, intellectual, and social growth. Ideally, a student will work at a childcare facility, or be able to volunteer. Scholarships are available, call 1.866.343.3881 or visit [okhighered.org/secc](http://okhighered.org/secc) to see if you qualify. This online program is in partnership with Caddo-Kiowa Technology Center. Basic Windows navigation skills recommended. In order to be employed in Oklahoma as a licensed childcare facility, you must be able to pass a background check/sex offender registry check.

Course	Days/Times	Tuition	Code
Unit 1-Providing for Children's Safety	Online	\$95	CCC01-I
Unit 2-Providing for Children's Health	Online	\$55	CCC02-I
Unit 3-Providing an Environment for Learning	Online	\$83	CCC03-I
Unit 4-Child Growth and Development	Online	\$165	CCC04-I
Unit 5-Ensuring Developmentally Appropriate Practice	Online	\$138	CCC05-I
Unit 6-Guiding Children	Online	\$83	CCC06-I
Unit 7-Involving Families and the Community	Online	\$55	CCC07-I
Unit 8-Program Planning and Record Keeping	Online	\$55	CCC08-I
Unit 9-Developing as an Early Education Professional	Online	\$55	CCC09-I
Unit 10-Putting it All Together*	Online	\$83	CCC10-I



# COMPUTER CLASSES

## DISCOVER MICROSOFT 365

Get introduced to Microsoft 365 and learn how to install different plans. Explore the basics of key programs like Outlook, Word, Excel, OneNote, OneDrive, and PowerPoint.

## EXPLORE GOOGLE BASICS

Learn the essentials of Google Drive, Gmail, Docs, Sheets, Forms, Slides, and more. Perfect for beginners or those looking to boost their Google skills with ease.

## INTRO TO HARDWARE

Learn to assemble a computer from the ground up by installing components like hard drives and memory. Understand how hardware and software interact and discover how to upgrade your existing system.

## MICROSOFT EXCEL - NOVICE

Gain essential Excel skills for the workplace in this beginner class. Learn to create spreadsheets and work efficiently with data.

## MICROSOFT EXCEL - PRO

Advance your Excel skills with deeper techniques and formulas to streamline your workflow. Build on your prior experience and work smarter, not harder.

## SECURITY+ CERTIFICATION PREP COURSE

Prepare for CompTIA's Security+ certification with this hands-on, instructor-led course. Practice security implementation in a virtual environment, covering firewalls, wireless security, user management, and more. Ideal for building broad, vendor-neutral security expertise.

## UNLOCKING AI WITH CHATGPT

Discover how ChatGPT simplifies daily tasks and enhances productivity. This class is perfect for anyone looking to confidently integrate AI into everyday interactions.

## WORK IT - ANDROID DEVICES

Learn to navigate and manage your Android device effectively. This course covers essential tips, app management, and customization for beginners.

## WORK IT - IPHONES & IPADS

Master the essential features of your iPhone or iPad, from navigating apps to optimizing settings. This course is perfect for beginners looking to boost their confidence and efficiency with their Apple devices.

Course	Dates	Days/Times	Tuition	Code
Discover Microsoft 365	3/24-4/28	M/W 6-9pm	\$209	CMP20-I
Explore Google Basics	1/27-3/3	M/W 6-9pm	\$195	CMP21-I
Intro to Hardware	5/5-6/16	M/W 6-9pm	\$325	CMP11-I
Microsoft Excel - Novice	5/5-5/21	M/W 6-9pm	\$165	CMP22-I
Microsoft Excel - Pro	6/2-6/18	M/W 6-9pm	\$99	CMP23-I
Security+ Certification Prep Course	3/24-7/16	M/W 6-9pm	\$675	CMP37-I
Unlocking AI with ChatGPT	2/11-2/13	T/Th 6-9pm	\$49	CMP24-I
Unlocking AI with ChatGPT	4/15-4/17	T/Th 6-9pm	\$49	CMP24-I
Unlocking AI with ChatGPT	6/10-6/12	T/Th 6-9pm	\$49	CMP24-2
Work It - Android Devices	1/23	Th 6-9pm	\$25	CMP01-3
Work It - Android Devices	3/13	Th 6-9pm	\$25	CMP01-2
Work It - iPhones & iPads	1/22	W 6-9pm	\$25	CMP02-I
Work It - iPhones & iPads	3/12	W 6-9pm	\$25	CMP02-2



# TESTING CENTER BUILDING 300



580.250.5518

[greatplains.edu/student-resources/testing](http://greatplains.edu/student-resources/testing)



GPTC is pleased to offer the following tests to businesses and citizens of SW Oklahoma:

- OK Dept of Health tests
- OK Dept of Labor tests
- Pearson Vue tests
- Prometric ASE Professional tests
- PSI (OK Contractors and Insurance) tests

## Half price tuition!

Full-time school employees and seniors age 60+ within the Great Plains district can receive 50% off the cost of tuition on most part-time, evening classes. \*Restrictions apply.

\*Does not apply to the Motorcycle classes, testing fees, Special Education Paraprofessional Training, Ed2Go, United Training or full-time programs.

Notify staff at time of enrollment for discount.

*Students must enroll in person to receive discount.*

**Enroll online!**  
**[greatplains.edu/short-term-classes](http://greatplains.edu/short-term-classes)**

# HEALTH & MEDICAL CLASSES

## **ADVANCED CMA COMBINED**

This course provides advanced training for Certified Medication Aides in nasogastric, gastrostomy, inhaler, nebulizer training along with glucose monitoring, and insulin administration.

## **CERTIFIED MEDICATION AIDE**

Take the next step on your nursing ladder. Learn medication classifications, administration, and documentation. Includes 16 clinical hours.

## **LONG TERM CARE NURSE AIDE**

LTCNA's provide essential care to elderly and disabled patients in long-term care facilities. Participants will learn key skills such as patient care, infection control, vital sign monitoring, and assistance with daily living activities.

## **MATH FOR HEALTH OCCUPATIONS**

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

## **MEDICAL BILLING & CODING: BASICS**

This course introduces the fundamentals of medical billing and coding, covering essential coding systems, medical terminology, and insurance claims processes. Perfect for beginners aiming to start a career in this field.

## **MEDICAL BILLING & CODING: INTERMEDIATE**

Building on basic concepts, this course focuses on advanced coding scenarios, claims management, and real-world case studies, preparing students for more complex billing tasks.

## **MEDICAL TERMINOLOGY**

Medical vocabulary is essential to work in any health career. This course is also a prerequisite for the LPN and Medical Coding programs.

## **PHARMACY TECHNICIAN**

This course equips students with the knowledge and skills needed to become certified Pharmacy Technicians. Participants will learn to assist pharmacists in dispensing medications, managing inventory, and providing excellent customer service.

## **PHLEBOTOMY TECHNICIAN**

Interested in becoming a Nationally Certified Phlebotomist? Learn all you need to learn and gain hands-on experience in blood collection, venipuncture, and specimen handling. Practice by drawing blood from classmates.

**Enroll online!**  
**[greatplains.edu/short-term-classes](https://greatplains.edu/short-term-classes)**

# HEALTH & MEDICAL CLASSES

Course	Dates	Days	Time	Tuition	Code
Advanced CMA Combined*	6/23-7/16	M/W	6-9pm	\$175	MED26-1
Certified Medication Aide*	1/29-3/26	M/W	6-9pm	\$409	MED24-1
Certified Medication Aide*	4/14-6/4	M/W	6-9pm	\$409	MED24-2
Long Term Care Nurses Aide*	1/6-1/31	M-F	8:15-2:50pm	\$639	MED20-1
Long Term Care Nurses Aide*	2/6-3/5	M-F	8:15-2:50pm	\$639	MED20-2
Long Term Care Nurses Aide*	3/11-4/11	M-F	8:15-2:50pm	\$639	MED20-3
Long Term Care Nurses Aide*	4/17-5/14	M-F	8:15-2:50pm	\$639	MED20-4
Long Term Care Nurses Aide*	5/20-6/16	M-F	8:15-2:50pm	\$639	MED20-5
Long Term Care Nurses Aide*	2/19-6/18	M/W	6-9pm	\$639	MED19-1
Long Term Care Nurses Aide*	3/25-7/10	T/Th	6-9pm	\$639	MED19-2
Math For Health Occupations	1/21-2/27	T/Th	6-9pm	\$295	MED05-3
Math For Health Occupations	3/25-5/1	T/Th	6-9pm	\$295	MED05-1
Math for Health Occupations	6/10-7/22	T/Th	6-9pm	\$295	MED05-2
Medical Billing & Coding: Basics	1/27-4/30	M/W	6-9pm	\$925	MED56-1
Medical Billing & Coding: Intermediate*	5/19-8/18	M/W	6-9pm	\$575	MED57-1
Medical Terminology	2/10-4/30	M/W	6-9pm	\$499	MED04-1
Medical Terminology	3/25-5/29	T/Th	6-9pm	\$499	MED04-2
Medical Terminology	5/14-7/23	M/W	6-9pm	\$499	MED04-3
Pharmacy Technician*	3/3-7/9	M/W	6-9pm	\$669	MED32-1
Phlebotomy Technician	3/25-6/12	T/Th	5:30-8:30pm	\$505	MED06-1
Phlebotomy Technician	3/31-6/25	M/W	6-9pm	\$505	MED06-2

**\*Prerequisite Required**

## Use your VA benefits to gain new skills or a new career

*GP Tech Short Term Education Programs Eligible for VA Education Funding:*

- Air Conditioning/Refrigeration
- Auto Body Repair
- Certified Medication Aide
- Computer Support Specialist
- EMT
- EMT Advanced
- EMT Paramedic
- General Maintenance Workers
- Long Term Care Nurse Aid
- Medical Coder
- Medical Office Professional
- Network Technician
- Office/Accounting Clerk
- Private Investigator, Unarmed
- Special Education Paraprofessional
- Welding

**For more information, contact the Student Resource Center at  
580-250-5535 or [studentresourcecenter@greatplains.edu](mailto:studentresourcecenter@greatplains.edu)**



# MOTORCYCLE CLASSES

## BASIC RIDER COURSE

This MSF-sponsored course covers the basics of motorcycling, satisfies the DOD MSF card requirement, and waives the Oklahoma motorcycle endorsement tests. It's mandatory for riders under 18. Motorcycles and helmets provided.



Course	Dates	Day/Time	Tuition	Code
Motorcycle Rider Basic Rider Course	3/7-3/9	F 6-9pm, S/S	\$175	PUB04-1
Basic Rider Course	3/14-3/16	F 6-9pm, S/S	\$175	PUB04-2
Basic Rider Course	3/28-3/30	F 6-9pm, S/S	\$175	PUB04-3
Basic Rider Course	4/4-4/6	F 6-9pm, S/S	\$175	PUB04-4
Basic Rider Course	4/25-4/27	F 6-9pm, S/S	\$175	PUB04-5
Basic Rider Course	5/2-5/4	F 6-9pm, S/S	\$175	PUB04-6
Basic Rider Course	5/9-5/11	F 6-9pm, S/S	\$175	PUB04-7
Basic Rider Course	5/16-5/18	F 6-9pm, S/S	\$175	PUB04-8
Basic Rider Course	5/30-6/1	F 6-9pm, S/S	\$175	PUB04-9
Basic Rider Course	6/6-6/8	F 6-9pm, S/S	\$175	PUB04-10
Basic Rider Course	6/13-6/15	F 6-9pm, S/S	\$175	PUB04-11
Basic Rider Course	6/20-6/22	F 6-9pm, S/S	\$175	PUB04-12
Basic Rider Course	6/27-6/29	F 6-9pm, S/S	\$175	PUB04-13

## ONLINE CLASSES


### ED2GO ONLINE TRAINING

Expand your knowledge from home with over 250 online courses offered through our partnership with Ed2Go. These classes are a valuable resource in areas like Accounting, Business, Healthcare, and more. Choose from self-paced courses or instructor-led courses.

See the full list of courses and more information at: [www.ed2go.com/gplawton](http://www.ed2go.com/gplawton)

### UNITED TRAINING

In partnership with United Training, we offer a wide range of technical, IT, and project management courses. This resource provides local access to training from industry leaders like Microsoft, CompTIA, and Cisco, helping you expand your skill set and career opportunities. For more information, please visit: <https://portals.unitedtraining.com>



**HAVE AN IDEA FOR A  
CLASS THAT GP TECH  
DOESN'T CURRENTLY  
OFFER? \***

**LET US KNOW! \***

**Contact Instructional Coordinator  
Paula Morris if there is a class you  
would like to see offered, or if you are  
interested in being an instructor.  
[pmorris@greatplains.edu](mailto:pmorris@greatplains.edu)**

Notice of Non-Discrimination - Great Plains Technology Center does not discriminate on the basis of sex, race, color, national origin, disability, age, or any other characteristic protected by law and prohibits sex discrimination in any education program or activity that it operates, as required by Title IX and its regulations, including in admissions and employment. Title IX Coordinator, Valerie Anderson, [vanderson@greatplains.edu](mailto:vanderson@greatplains.edu); 504 Coordinator, Kristy Barnett, [kbarnett@greatplains.edu](mailto:kbarnett@greatplains.edu), (580) 355-6371, 4500 SW Lee Blvd., Lawton, OK 73505.

# PERSONAL ENRICHMENT CLASSES

## **AMERICAN SIGN LANGUAGE (ASL) LEVEL I**

Learn to communicate using ASL while exploring deaf culture. This course covers the manual alphabet, basic sentences, and sign comprehension.

## **BAKING BREAD: FRY BREAD**

Learn to make golden, delicious fry bread from scratch, perfect for both savory and sweet toppings.

## **BAKING BREAD: TORTILLAS**

Master the art of making soft, homemade tortillas perfect for tacos, wraps, and more.

## **CAKES: DECORATING CONTINUED**

Better than basic? Come learn the tricks and tips for stacking layer cakes; how to make roses two different ways; and discover a variety of specialty cake tips and their uses.

## **COOKIE BAKING & ROYAL ICING**

Learn to bake delicious cookies and decorate them with stunning royal icing designs. Perfect for all skill levels!

## **CROCHET BASICS**

Master essential stitches, tools, and techniques to start crocheting. Get step-by-step guidance on starting and finishing projects, changing colors, and reading patterns. Perfect for beginners!

## **CROCHET: GRANNY SQUARES**

Learn to make beautiful Granny Squares in this fun crochet class! Perfect for those with basic skills. Bring your own yarn and hook.

## **DANCE: LINE DANCING**

No partner needed! Learn classic and modern line dances to a variety of music while enjoying a fun way to exercise. Wear comfortable clothing and smooth-soled shoes for non-stop dancing!

## **DIGITAL PHOTOGRAPHY**

Bring your camera and learn key photography skills like lighting, composition, and camera settings.

## **DIGITAL PHOTOGRAPHY ADVANCED**

Master advanced techniques for posing, lighting, and composition, with a focus on portraits, sports, and weddings. Bring your camera and flash drive.

## **DRAFTING YOUR OWN WILL**

Learn the essentials of wills and how to draft your own. Gain knowledge on legal requirements and drafting techniques, with hands-on guidance from the instructor. Offered via Zoom.

## **DRONE: FAA 107 PREP COURSE**

Prepare for the FAA Part 107 exam to earn your Remote Pilot Certificate for commercial drone operations. Learn airspace rules, flight safety, and more, with study guides and practice exams. (No drones flown in class.)

## **LEARN ENGLISH**

Designed for beginners, this course covers grammar, pronunciation, phonics, and vocabulary to help you build sentences and improve communication. Includes games, songs, and practice activities.



# PERSONAL ENRICHMENT CLASSES

## MOCKTAILS & MASTERPIECES

In just 3 hours, you will create your own masterpiece with step-by-step guidance. Enjoy non-alcoholic beverages and leave with your own beautiful piece of art.

## RESIN ART

Create a unique handmade treasure by crafting a chess set, dominoes, or coasters. All materials provided, but you can bring small items to embed for a personal touch.

## STAINED GLASS FOR ALL LEVELS

Explore stained glass design with techniques for all skill levels, from cutting and assembling to finishing. Whether you're a beginner or experienced, learn new ideas, tips, and tricks to enhance your projects.

## TRUSTING TRUSTS FOR YOUR ESTATE PLAN

Learn the basics of trusts, their benefits, types, and tax implications. Get answers to your estate planning questions from an experienced attorney. Offered via Zoom.

Course	Date	Days	Time	Tuition	Code
American Sign Language Level I	1/28-3/13	T/Th	6-8:30pm	\$199	GNL08-1
American Sign Language Level I	4/8-5/22	T/Th	6-8:30pm	\$199	GNL08-2
Baking Bread: Fry Bread	5/27	T	5:30-8pm	\$45	GNL19-1
Baking Bread: Tortillas	3/11	T	5:30-8pm	\$45	GNL20-1
Cake Decorating Continued	1/16-1/23	Th	5:30-8pm	\$75	GNL03-1
Cookie Baking & Royal Icing	4/2-4/3	W/Th	5:30-8pm	\$75	GNL01-1
Crochet: Basics	3/25-4/22	T/Th	6:30-8:30pm	\$129	GNL91-1
Crochet: Granny Squares*	2/11-2/20	T/Th	6:30-8:30pm	\$49	GNL92-1
Dance: Line Dancing	2/18-2/27	T/Th	6-7pm	\$25	GNL43
Dance: Line Dancing	1/7-1/30	T/Th	6-7pm	\$49	GNL42-1
Dance: Line Dancing	5/13-6/5	T/Th	6-7pm	\$49	GNL42-2
Digital Photography	2/3-3/10	M/W	6-9pm	\$179	GNL10-1
Digital Photography	4/2-5/7	M/W	6-9pm	\$179	GNL10-2
Digital Photography Advanced*	5/28-6/30	M/W	6-9pm	\$179	GNL37-3
Drafting Your Own Will	2/24	M	5:30-9:30pm	\$25	GNL 98-1
Drone: FAA 107 Prep Course	2/11-2/20	T/Th	6-9pm	\$95	GNL07-1
Drone: FAA 107 Prep Course	4/8-4/17	T/Th	6-9pm	\$95	GNL07-2
Learn English	1/21-3/13	T/Th	5:30-8pm	\$219	PR003-1
Learn English	4/15-6/5	T/Th	5:30-8pm	\$219	PR003-2
Mocktails & Masterpieces	2/28	F	5:30-8:30pm	\$55	GNL04-1
Mocktails & Masterpieces	4/18	F	5:30-8:30pm	\$55	GNL04-2
Resin Art	2/10-2/12	M/W	6-8pm	\$45	GNL88-1
Resin Art	4/14-4/16	M/W	6-8pm	\$45	GNL88-2
Resin Art	6/9-6/11	M/W	6-8pm	\$45	GNL88-3
Stained Glass Making for All Levels	4/29-5/15	T/Th	6-9pm	\$169	GNL68-1
Trusting Trust for Your Estate Plan	3/31	M	5:30-9:30pm	\$25	GNL99-1

**\*Prerequisite Required**

**Enroll online!**

**[greatplains.edu/short-term-classes](https://greatplains.edu/short-term-classes)**

# PROFESSIONAL DEVELOPMENT CLASSES

Course	Date	Days	Time	Tuition	Code
Prerequisite Testing	7/1-12/20	Varies		\$9	PRD75
Special Education Paraprofessional Trng.	2/18-3/13	T/Th	6-9pm	\$165	PRD06



# PUBLIC SAFETY CLASSES

## CPR/BASIC LIFE SUPPORT (BLS)

Learn life-saving skills in this CPR class, including rescue breathing for adults, children, and infants, and how to use an Automated External Defibrillator (AED).

## EMERGENCY MEDICAL RESPONDER (EMR)

This course covers all aspects, responsibilities, and duties for providing emergency care. Upon certification you will be able to provide direct patient care in a variety of medical emergency situations.

## FIRST AID & MORE

Get certified in First Aid through the American Heart Association and learn essential life-saving skills, including STOP THE BLEED and Narcan training.

## PARAMEDIC

Get prepared for paramedicine through classroom instruction and hands-on clinical experience. Topics include pathophysiology, pharmacology, patient assessment, advanced airway management, trauma, and cardiology. Clinical settings include operating rooms, emergency rooms, and ambulance services.

# SECURITY GUARD CLASSES

## SECURITY GUARD PHASES I & II

Participants will learn essential skills such as situational awareness, legal responsibilities, report writing, emergency response, and effective communication. The course emphasizes professionalism, ethics, and safety protocols, preparing students for roles in private security.

## PRIVATE INVESTIGATOR PHASE III

Complete your training for an unarmed private investigator license. Learn about client responsibilities, legal compliance, investigations, information gathering, and surveillance.

Course	Date	Days	Time	Tuition	Code
Security Guard Phases I & 2	1/28-3/13	T/Th	6-9pm	\$315	SGT01-1
Private Investigator Phase 3	4/8-5/15	T/Th	6-9pm	\$235	SGT03-2

# PUBLIC SAFETY CLASSES

Course	Date	Days	Time	Tuition	Code
CPR/Basic Life Support (BLS)	1/6	M	9am-2pm	\$59	PUB07-1
CPR/Basic Life Support (BLS)	1/8	W	5-10pm	\$59	PUB07-2
CPR/Basic Life Support (BLS)	1/16	Th	5-10pm	\$59	PUB07-3
CPR/Basic Life Support (BLS)	1/22	W	5-10pm	\$59	PUB07-4
CPR/Basic Life Support (BLS)	1/27	M	9am-2pm	\$59	PUB07-5
CPR/Basic Life Support (BLS)	2/3	M	9am-2pm	\$59	PUB07-6
CPR/Basic Life Support (BLS)	2/5	W	5-10pm	\$59	PUB07-7
CPR/Basic Life Support (BLS)	2/13	Th	5-10pm	\$59	PUB07-8
CPR/Basic Life Support (BLS)	2/19	W	5-10pm	\$59	PUB07-9
CPR/Basic Life Support (BLS)	2/24	M	9am-2pm	\$59	PUB07-10
CPR/Basic Life Support (BLS)	3/3	M	9am-2pm	\$59	PUB07-11
CPR/Basic Life Support (BLS)	3/5	W	5-10pm	\$59	PUB07-12
CPR/Basic Life Support (BLS)	3/13	Th	5-10pm	\$59	PUB07-13
CPR/Basic Life Support (BLS)	3/24	M	9am-2pm	\$59	PUB07-14
CPR/Basic Life Support (BLS)	4/1	T	5-10pm	\$59	PUB07-15
CPR/Basic Life Support (BLS)	4/7	M	9am-2pm	\$59	PUB07-16
CPR/Basic Life Support (BLS)	4/9	W	5-10pm	\$59	PUB07-17
CPR/Basic Life Support (BLS)	4/17	Th	5-10pm	\$59	PUB07-18
CPR/Basic Life Support (BLS)	4/23	W	5-10pm	\$59	PUB07-19
CPR/Basic Life Support (BLS)	4/28	M	9am-2pm	\$59	PUB07-20
CPR/Basic Life Support (BLS)	5/5	M	9am-2pm	\$59	PUB07-21
CPR/Basic Life Support (BLS)	5/7	W	5-10pm	\$59	PUB07-22
CPR/Basic Life Support (BLS)	5/15	Th	5-10pm	\$59	PUB07-23
CPR/Basic Life Support (BLS)	5/21	W	5-10pm	\$59	PUB07-24
CPR/Basic Life Support (BLS)	5/27	T	5-10pm	\$59	PUB07-25
CPR/Basic Life Support (BLS)	6/2	M	9am-2pm	\$59	PUB07-26
CPR/Basic Life Support (BLS)	6/4	W	5-10pm	\$59	PUB07-27
CPR/Basic Life Support (BLS)	6/12	Th	5-10pm	\$59	PUB07-28
CPR/Basic Life Support (BLS)	6/23	M	9am-2pm	\$59	PUB07-29
CPR/Basic Life Support (BLS)	6/25	W	5-10pm	\$59	PUB07-30
Emergency Medical Responder	2/44/17	T/Th	6-10pm	\$405	PUB25-1
First Aid & More	1/29	W	5-10pm	\$59	PUB06-2
First Aid & More	2/26	W	5-10pm	\$59	PUB06-3
First Aid & More	3/26	W	5-10pm	\$59	PUB06-4
First Aid & More	4/30	W	5-10pm	\$59	PUB06-5
First Aid & More	5/28	W	5-10pm	\$59	PUB06-6
First Aid & More	6/25	W	5-10pm	\$59	PUB06-7
Paramedic	call	MWF	9am-5pm	\$3,965	PUB01-8

**Enroll online!**  
[greatplains.edu/short-term-classes](http://greatplains.edu/short-term-classes)



# TRADE & INDUSTRIAL CLASSES

## **AUTO BODY REPAIR BEGINNING TO ADVANCED**

Gain hands-on experience repairing your own vehicle, including sheet metal repair, fiberglass installation, and paint refinishing.

## **ELECTRICAL RESIDENTIAL WIRING LEVEL I**

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

## **ELECTRICAL RESIDENTIAL WIRING LEVEL II**

In this more hands-on class, you will learn the Principles of Control Wiring, 220-volt installation, and an introduction to the N.E.C. (National Electrical Code) regulations.

## **FORKLIFT OPERATOR TRAINING**

Learn to operate a forklift and meet OSHA standard 1910.178 requirements. Topics include forklift types, safe operation, stability, and capacity, with hands-on training on a sit-down counterbalance forklift.

## **HEATING, VENTILATION, AND AIR CONDITIONING (HVAC) LEVEL I**

Learn the basics of HVAC, including the refrigeration cycle, troubleshooting, refrigerants, and electrical systems. Includes EPA 608 Technician Certification exam (fee required).

## **HEATING, VENTILATION, AND AIR CONDITIONING (HVAC) LEVEL II**

Conquer troubleshooting, diagrams, and servicing of gas and electric heating and air conditioning systems. You will also learn about Heat Pumps.

## **WELDING BEGINNING TO ADVANCED**

You will have an opportunity to learn at your own level using required welding processes such as: welding and cutting operations with oxy-acetylene cutting equipment, gas arc welding, shielded metal arc welding, and operate welding related equipment commonly found in the welding industry.



# TRADE & INDUSTRIAL CLASSES



Course	Date	Days	Time	Tuition	Code
Auto Body Repair Beg. To Adv.	1/21-4/17	T/Th	6-10pm	\$595	TAT11-1
Auto Body Repair Beg. To Adv.	1/22-4/28	M/W	6-10pm	\$595	TAT11-2
Auto Body Repair Beg. To Adv.	5/6-7/29	T/Th	6-10pm	\$595	TAT11-3
Auto Body Repair Beg. To Adv.	5/7-7/30	M/W	6-10pm	\$595	TAT11-4
Electrical Residential Wiring I	1/21-3/6	T/Th	5-8pm	\$559	TAT07-1
Electrical Residential Wiring II*	4/1-5/15	T/Th	6-9pm	\$339	TAT08-1
Forklift Operator Training	1/31	F	8am-2pm	\$59	TAT06-1
Forklift Operator Training	2/28	F	8am-2pm	\$59	TAT06-2
Forklift Operator Training	3/28	F	8am-2pm	\$59	TAT06-3
Forklift Operator Training	4/25	F	8am-2pm	\$59	TAT06-4
Forklift Operator Training	5/30	F	8am-2pm	\$59	TAT06-5
Forklift Operator Training	6/27	F	8am-2pm	\$59	TAT06-6
HVAC Level I	2/6-5/20	T/Th	6-9pm	\$625	TAT20-1
HVAC Level II*	2/3-5/21	M/W	6-9pm	\$525	TAT21-1
Welding Beginning To Advanced	1/30-4/29	T/Th	5:30-9:30pm	\$595	TAT10-1
Welding Beginning To Advanced	2/5-5/12	M/W	5-9pm	\$595	TAT10-2
Welding Beginning To Advanced	6/3-9/2	T/Th	5:30-9:30pm	\$595	TAT10-3

**\*Prerequisite Required**

## CUSTOMIZED OSHA SAFETY TRAINING

Our expert trainers can meet your business or organizational OSHA safety training needs. To schedule a free consultation or to schedule training, contact Shawn Johnson at 580.250.5552 or [sjohnson@greatplains.edu](mailto:sjohnson@greatplains.edu)

## At a Glance Frederick Courses

Course	Dates	Days/Times	Tuition	Code
Bookkeeping	1/14-3/6	T/TH 6:00-9:00	\$395	F-BIZ13-1
QuickBooks	3/24-4/30	M/W 6:00-9:00	\$365	F-BIZ12-1
Microsoft Excel	5/6-5/29	T/TH 6:00-9:00	\$205	F-CMP02-1
Microsoft Powerpoint	3/25-4/8	T/TH 6:00-8:00	\$59	F-CMP08-1
Microsoft Word	2/25-3/11	T/TH 6:00-8:00	\$59	F-CMP0-1
Windows Fundamentals	1/14-2/6	T/TH 6:00-8:00	\$99	F-CMP07-1
* Basic Cake Decorating	3/27	TH 6:00-9:00	\$35	F-GNL75-1
*Basic Cake Decorating	5/29	TH 6:00-9:00	\$35	F-GNL75-2
Beginning Guitar	3/4-5/13	T 6:30-8:30	\$125	F-GNL74-1
Canvas Painting	2/4	T 6:30-8:30	\$35	F-GNL76-1
Canvas Painting	4/15	T 6:30-8:30	\$35	F-GNL76-2
How To Write, Publish & Market a Book	5/1	TH 5:30-7:30	\$35	F-GNL82-1
Mexican Cooking	1/30	TH 6:00-9:00	\$35	F-GNL45-1
Mexican Cooking	6/5	TH 6:00-9:00	\$35	F-GNL45-2
Long Term Care Nurse Aide (CNA)	1/14-4/17	T/TH 5:30-10:00	\$639	F-MED01-1
Medical Billing & Coding Basics	3/25-6/12	T/TH 5:30-8:30	\$925	F-MED08-1
Medical Terminology	1/6-3/12	M/W 5:30-8:30	\$499	F-MED03-1
Medical Terminology	4/7-6/11	M/W 5:30-8:30	\$499	F-MED03-2
Nursing Skills Vital Signs	2/27	TH 6:00-9:00	\$35	F-MED07-1
Nursing Skills Vital Signs	4/24	TH 6:00-9:00	\$35	F-MED07-1
CPR For Health Care Providers (BLS)	1/7	Tu 5-10pm	\$59	F-PUB07-1
CPR For Health Care Providers (BLS)	2/4	Tu 5-10pm	\$59	F-PUB07-2
CPR For Health Care Providers (BLS)	3/4	Tu 5-10pm	\$59	F-PUB07-3
CPR For Health Care Providers (BLS)	4/1	Tu 5-10pm	\$59	F-PUB07-4
CPR For Health Care Providers (BLS)	5/6	Tu 5-10pm	\$59	F-PUB07-5
CPR For Health Care Providers (BLS)	6/3	Tu 5-10pm	\$59	F-PUB07-6
CPR For Health Care Providers (BLS)	7/1	Tu 5-10pm	\$59	F-PUB07-7
First Aid	1/211	Tu 6-10pm	\$59	F-PUB06-1
First Aid	2/18	Tu 6-10pm	\$59	F-PUB06-2
First Aid	3/25	Tu 6-10pm	\$59	F-PUB06-3
First Aid	4/22	Tu 6-10pm	\$59	F-PUB06-4
First Aid	5/20	Tu 6-10pm	\$59	F-PUB06-5
First Aid	6/24	Tu 6-10pm	\$59	F-PUB06-6
First Aid	7/15	Tu 6-10pm	\$59	F-PUB06-7
Carpentry Skills for Beginners	2/11-3/11	T 6:00-8:00	\$59	F-TAT02-1
Carpentry Skills for Beginners	4/22-5/20T	6:00-8:00	\$59	F-TAT02-2
Intro To Manufacturing	1/13-2/26	M/W 5:30-8:30	\$205	F-TAT01-1
Intro To Manufacturing	4/7-5/19	M/W 5:30-8:30	\$205	F-TAT01-2
Welding Beginning to Advanced	1/6-4/9	M/W 5:00-9:00	\$595	F-TAT10-1

# FULL-TIME CAREER PROGRAMS

## TILLMAN-KIOWA CAMPUS-FREDERICK

Combination Welder  
Construction Technology I  
Construction Technology II  
Cosmetology  
Diagnostic Aide and Nurse Assistant **H**  
Multimedia Assistant  
Practical Nurse **A**

**A** =Adult Only

**H** =High School Only



FOR FULL-TIME PROGRAM DESCRIPTION, VISIT  
[GREATPLAINS.EDU/FULL-TIME-PROGRAMS](http://GREATPLAINS.EDU/FULL-TIME-PROGRAMS)

### HIGH SCHOOL STUDENTS

Tuition for high school students is FREE!  
High school students, see your high school  
counselor for enrollment information.

### ADULT STUDENTS (FREDERICK)

Adult students, call **580.335-5525**  
to speak to our counselor

**Enroll online!**  
**[greatplains.edu/short-term-classes](http://greatplains.edu/short-term-classes)**



# FULL-TIME CAREER PROGRAMS

## LAWTON CAMPUS

3D Animator

Accounting Services

Automotive Service Technician

Aviation Maintenance

Biomedical **H**

Carpentry Level I

Carpentry Level II

Combination Collision Repair Technician

Combination Welder

Construction Trades

Cosmetology **H**

Cosmetology Master Instructor **A**

Criminal Justice Officer

Culinary Program

Cyber Security Analyst

Electrical Level I

Firefighter/EMT Academy **A**

Graphic Design and Photography

Industrial Automation

Information Technology Services

Medical Office Administration

Nursing Services **H**

Practical Nurse **A**

Pre-Engineering-PLTW

Residential HVAC Technician

Service Careers **H**

Surgical Technologist **A**

Teacher Prep **H**

Video Producer

**A** =Adult Only

**H** =High School Only



**FOR FULL-TIME PROGRAM DESCRIPTION AND  
APPLICATION, VISIT**

**[GREATPLAINS.EDU/FULL-TIME-PROGRAMS](https://greatplains.edu/full-time-programs)**

# ENROLLMENT STUDENT RESOURCE CENTER

## HIGH SCHOOL STUDENTS

Tuition for high school students is FREE!  
High school students, see your high school counselor for enrollment information.

## ADULT STUDENTS

Contact the Student Resource Center at  
**580.250.5535**  
to discuss career programs, tuition, fee costs, and to  
schedule an appointment.  
Financial aid and VA available to those who qualify.

## Student Resource Center

The Student Resource Center is here to help with your career goals!  
Contact the SRC for assistance in career goals, enrollment, and  
financial assistance.

**Monday-Thursday**

7:45 am-6:00 pm

**Friday**

7:45 am-4:15 pm



Building 100, Room 111  
[studentresourcecenter@greatplains.edu](mailto:studentresourcecenter@greatplains.edu)  
580-250-5535



## SCORE

The SCORE (School of Opportunities and Real Education) program was established in 1995 to help reconnect students ages 16-20 to a high school education. It is a dropout recovery/alternative education program that has allowed over 1,000 students to earn their high school diploma while also having the opportunity to complete career technology education.

Academic areas include English, Math, Science, Social Studies, and elective courses. Life Skills classes are designed to help students prepare for the "real" world. Class sizes are 15 students or less so that students have more individual instruction and help from teachers.

For more information, please call SCORE Director Blake Thomas at 580-250-5620 or email: [blake.thomas@greatplains.edu](mailto:blake.thomas@greatplains.edu)



## Join the GP Tech community from wherever you are!

**Follow us on social media for events, announcements,  
and join in on the exciting things happening daily!**



**@greatplainstech**



**/greatplainstechnologycenter**



**@greatplainstech**

# **EARN YOUR High School Equivalency Diploma**

The Adult Education and Family Literacy program at Great Plains Technology Center is for students age 16 and up, wanting to obtain their high school equivalency (HSE) diploma.

## **FREE CLASSES!**

- Classes two to four days a week.
- Morning, afternoon, and evening classes available.
- Work at your own pace.

## **For more information:**

Adult Education and Family Literacy  
580-250-5538 or 580-250-5639  
[estuck@greatplains.edu](mailto:estuck@greatplains.edu)

**GREAT PLAINS**  
Technology Center







# **SOLUTIONS FOR BUSINESS...** *big or small*

**Free one-on-one coaching**  
**Agri-Business Management**  
**Small Business Consulting**  
**Safety & Soft Skills Training**  
**Government Contracting**  
**Seminars & Workshops**



**SCAN HERE**

[Rebrand.ly/edcseminars](https://Rebrand.ly/edcseminars)



# HOW DO I ENROLL?



**Frederick Campus**  
2001 E. Gladstone  
580.335.5525

**Lawton Campus**  
Student Resource Center  
Building 100, Room 111  
580.250.5535  
Monday-Thursday  
7:45 am-6:00 pm  
Friday  
7:45-4:15 pm

## ENROLLMENT GUIDELINES-EVENING CLASSES

- You must be at least 16 years of age to enroll in Adult Career Development Classes
- Tuition is due in full at time of enrollment
- Class space is limited.
- Early enrollment helps keep classes from being cancelled.
- Textbooks are now included in the price of tuition!

### ***Cancellation Policy***

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

### ***Inclement Weather***

Great Plains will decide by 7:00 am if full-time daytime classes will meet, and by 2:00 pm if evening classes will meet. Announcements will be made on local television and our social media pages.

### ***Refund Policy-ACD Classes***

- 100% refund-prior to course start date.
- 50% refund-within first two days after course start date
- 0% refund after course start date and thereafter.

### ***Special Accommodations***

If you require special accommodations due to a disability, contact the Disability Services Coordinator at **580.250.5531**.

### ***Reciprocity Agreement***

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

Students enrolling in full-time adult programs who do not reside in the Great Plains Technology Center district will be charged the published tuition plus a \$1000 out of district fee.

### ***Financial Aid***

A limited number of Great Plains Foundation Scholarships are available. Scholarship applications are available in the Student Resource Center or are available for download at:

**[greatplains.edu/student-resources/financial-aid](http://greatplains.edu/student-resources/financial-aid)**

### ***Recent high school grad?***

You may qualify for a \$2100 Dr. George Bridges Next Step Scholarship, a one-time tuition scholarship. The scholarship is good for ONE full time program tuition, good for 1 year from the date of high school graduation. See website for more details.

**Enroll online!**  
**[greatplains.edu/short-term-classes](http://greatplains.edu/short-term-classes)**





**Train for your next career!**

# **Firefighter/EMT Academy**

**Classes start in  
January and July!**

**Call 580-250-5535 to apply.  
Financial Aid and VA available to  
those who qualify.**