Secondary Catalog
2026-2027

June 29, 2026

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Leadership

Executive Leadership

Dr. Chad Wilson, Superintendent	480-461-4102	cwilson@evit.edu
Dr. Ronda Doolen, Chief Academic Officer	480-461-4040	rdoolen@evit.edu
Dr. Tracy Schreiner, Chief Operations Officer	480-461-4059	tschreiner@evit.edu
Edith Perez, Chief Financial Officer	480-461-4104	edperez@evit.edu
CeCe Todd, Public Information Officer	480-461-4032	ctodd@evit.edu
Kevin Koelbel, Director of Legal Services	480-461-4106	kkoelbel@evit.edu

Board Secretary

Tammy Norris	480-461-4150	tnorris@evit.edu

Campuses

Dr. A. Keith Crandell (Main) Campus
1601 W. Main Street
Mesa, Arizona 85201
480-461-4000

Power Campus
6625 S. Power Road
Mesa, Arizona 85212
480-308-4600

EVIT – Coronado High School Academy
7501 E. Virginia Avenue
Scottsdale, Arizona 85257
480-484-6800

EVIT - Red Mountain High School
7301 E. Brown Road
Mesa, Arizona 85207
480-472-8000

EVIT – Skyline High School
845 S. Crismon Road
Mesa, Arizona 85208
480-472-9400

Campus Support Contacts

Receptionist/Attendance
General questions/attendance
Attendance: 480-461-4026
attendance@evit.edu
Main Campus: 480-461-4002
Power Campus: 480-308-4602

Counseling
480-461-4633

Registration/Registrar
Student records
Registration 480-461-4108
Registrar 480-461-4018
registration@evit.edu, registrar@evit.edu

Cosmetology Building, Main Campus

480-461-4033

Cosmetology Building, Power Campus

480-308-4680

Health Building, Main Campus

480-461-4001

Emergencies/Issues, Power Campus

480-791-8341

Emergencies/Issues after 3:00 PM, Main Campus

480-612-5785

Special Education & Tech Support Contacts

Special Education (SPED)

480-461-4155, 480-461-4165, ess@evit.edu

Tech Support (Help Desk line)

480-461-4074, support@evit.edu

Academic Leadership

Dr. Stephaine Frimer, Associate Chief Academic Officer	480-461-4175	sfrimer@evit.edu
Jennifer Schwartz, Associate Chief Academic Officer	480-461-4610	jschwartz@evit.edu
Adam Malik, Dean of Cosmetic Arts	480-461-4009	amalik@evit.edu
Jon Howell, Dean of Culinary & Industrial Trades	480-461-4030	jhowell@evit.edu
Paula Corbin, Dean of Interdisciplinary Studies	480-461-4173	pcorbin@evit.edu
Eric Middleton, Dean of Applied Sciences and Technology	480-461-4011	emiddleton@evit.edu
TBD, Dean of Health Sciences		
Stacey Etherington, Dean of Instructional Programs	480-461-4015	setherington@evit.edu
Sara Lofstrom, Administrative Assistant II to the ACAO	480-461-4631	slofstrom@evit.edu
Amanda Zuccato, Administrative Assistant to the Deans	480-461-4051	azuccato@evit.edu

Mission, Vision, Philosophy

Institutional Mission Statement

To change lives by loving our students and serving our communities with a career and college preparatory training experience that produces a qualified workforce, meeting the market-driven needs of business and industry.

District Vision

Students successfully complete their EVIT experience with industry credentials, college credit and hands-on training, allowing them to become competitive in the global workforce.

Institutional Philosophy

East Valley Institute of Technology (EVIT) exists to create a better workforce for the future. The EVIT Faculty and staff take great pride in educating this workforce.

EVIT is a community of active learners working in concert for the development of individual success and self-esteem. It employs comprehensive curricula, which seek to develop individuals intellectually, physically, socially, aesthetically, and emotionally. Creative and critical thinking, intellectual curiosity, and a love for learning are major objectives. EVIT values and encourages a sense of responsibility, respect for diversity, service to others, moral integrity, environmental awareness, and sensitivity to issues of global significance.

An EVIT education is an active partnership of learning among parents, students, faculty, the community, and businesses. The faculty and staff serve as positive role models with their commitment to continuing growth and development. They are dedicated to encouraging, supporting, and nurturing students in pursuit of excellence.

Accreditation

EVIT is a public non-profit institution recognized by the Arizona Department of Education as a Cognia accredited Career and Technical Education institution: https://www.cognia.org.

Admissions

Admission Requirements and Procedures

Admission decisions are based on the applicant's fulfillment of the following requirements: a review of the applicant's previous educational records, and a review of the applicant's career interests. It is the responsibility of the applicant to ensure that EVIT Admissions Office receives all required documentation. All records received become property of EVIT.

Basic Admission Requirements

High School Students*

- 2.0 GPA (recommended)
- Turning 16 years of age during the school year or older

- No suspensions during the school year prior to attending EVIT (recommended)

Application Process

The application portal for high school students is: https://focus.evit.edu/focus/apply/.

If students or parents/guardians have any questions about the process, please call the Admissions Office at 480-461-4108.

Refusal to Readmit

State law A.R.S. § 15-841 allows a faculty member to request that a student not be re-admitted to class following a suspension if it can be documented that the student's behavior repeatedly interferes with the faculty member's ability to communicate with the class or inhibits the learning of other students in class.

Expulsion

EVIT will not enroll and will unenroll any student expelled from the student's home school district.

Schedule Changes

Students must email or meet with their EVIT counselor in order to change their schedule. They need to communicate with their home school counselor to make sure their EVIT schedule works with their home school schedule. Students must remain in their current program until notified by their EVIT counselor.

Withdrawal Process

If withdrawal from a program is necessary, the student must email their counselor. Notifying the faculty member is not enough. If the student is an unemancipated high school student, parental or guardian permission is required. Parents or guardians may complete the withdrawal paperwork at the school office during regular school hours.

If it becomes necessary for a student to withdraw from school during the school term, the student, or a parent/guardian if the student is under the age of 18, should notify your counselor two days in advance to prepare transfer records. Notifying the student's faculty member does not initiate a proper withdrawal from the program.

Policies & Procedures

Attendance

Notification

Regular class attendance is required of all students. Promptness and dependability are qualities that are very important in all occupations. Students should begin to develop these qualities the day they begin their training. When attendance is not possible the absence must be excused. A parent/guardian of a high school student may email the attendance office to excuse an absence at attendance@evit.edu. As an alternative, the attendance telephone lines include 24-hour voice mail services to allow for messages at any time.

The parent/guardian of a high school student must contact the Attendance Office to excuse the absence or early release from class. Absences must be excused prior the student's return to class after an absence.

Absence/Tardy

Students are required to be on time and stay for the entire duration of class. Students assume the responsibility for making arrangements with individual faculty members for any and all eligible make-up of work missed as a result of being late for classes or leaving early. Please see "Missed Assignment/Exam Policy" regarding eligible make up work.

Students are considered tardy when they are not in the proper class with all materials necessary for that class period when the bell rings. Every ninth tardy may be referred for discipline.

Students are considered late when arriving 35 minutes after the bell rings. Every late will contribute to the student's potential to enter audit status.

Early Release

To be released early from class a high school student's parent or guardian must email or call the Attendance Office. Campus policy restricts the use of cell phones during academic instructional time, and faculty do not have the authority to release students from campus. Faculty will be contacted at the requested time for the released student(s) to report to the Attendance Office and sign out. The release becomes a record of the date and time a student signed out for the day. Students will not be dismissed early from class 15 minutes or less from their scheduled class dismissal time.

Attendance/ Absentee / Credit Procedures

EVIT's vision is to prepare students for competitive employment. Therefore, it is extremely important that EVIT policy reflects the values and needs of our local employers, who overwhelmingly agree that attendance and punctuality are two of the most important qualities we can teach our students. In an effort to meet this challenge, EVIT uses the following policy:

- High school students are expected to attend all of their scheduled classes to receive credit. Grades and/or credit will be withheld if the student is absent fifteen or more excused or unexcused days in a semester. If a student has a Home School Activity (HSA), the parent or guardian will need to notify EVIT. All Home School Activities and suspensions count as excused absences. If a student is absent for five days (excused/unexcused), a truancy letter will be sent home. If the student is absent for ten days (excused/unexcused), a second letter will be sent home with a warning that the student's ability to pass the program could be threatened by the student's lack of hands-on training. 15 absences in a semester (excused/unexcused) will result in the student's status change to audit. In audit status, the student will continue attending class but will not earn credit for the program.
- At any time in the semester, if a student is absent for ten consecutive days (excused/unexcused), the student will be dropped from the program. This may put the student in jeopardy of graduating from high school later than the expected time.

- On occasion, a Home School may need the student to remain at the Home School for the day instead of attending class at EVIT. These events will be recorded as an HSA. HSA does count toward the audit status tally. Examples of an HSA include but are not limited to: athletic event or practices, field trips at home school, mandatory testing, or other mandatory home school events. EVIT is its own district, and parents or guardians will need to contact EVIT to excuse students for HSA activities. The Home School District does not have the authority to excuse students for HSA absences, this resides solely with parents or guardians.
- Please email attendance@evit.edu with the following information: student name, student ID number, activity description, and date of activity to excuse a HSA.
- All unexcused absences will receive an automatic phone call to the home number.

Chronic Illness Information

Students who have chronic or recurring illnesses must have a completed and approved Chronic Illness Form signed by a doctor and on file in the Health Office each school year. Any absences prior to having a chronic illness form on file are not eligible to be coded as a chronic illness. The Chronic Illness Form is only valid for the school year in which it is completed. A new form is required for each school year. The current school year form must be requested from EVIT's school nurse. Parents need to specify that the absence is due to a chronic illness that is on file when reporting their student's absence.

- If the student's home school has a Chronic Illness Form on file, parents will need to request a copy and send it to EVIT's School Nurse or obtain a Chronic Health Form from EVIT's school nurse. Please allow two weeks for the approval process.
- Homework and class assignments shall be made available to students with chronic health problems so they can complete coursework. Individual instructional arrangements shall be made to ensure that continuous learning is integrated as much as possible with the regular attendance program. Credit awarded shall be based upon completed course requirements. Submission of coursework follows EVIT's missed assignment/exam policy timeline.
- Having a current Chronic Illness Form on file does not excuse class work or assignments. Additionally, CTE programs are required to have 51% hands-on learning. Therefore, a student could receive a failing grade if work is incomplete.
- Absences related to chronic illness may impact a student's ability to receive an industry certification. They can receive credit for high school graduation, but the certification associated with the program is not guaranteed as student's ability to sit for certification in some programs is dependent on attendance.

Regular Bell Times

Class Schedule	Start of Class Bell	End of Class Bell
Regular AM Session	8:00 AM	10:35 AM
Regular PM Session	12:00 PM	2:35 PM
4-hour AM Session	7:00 AM	11:00 AM
4-hour PM Session	12:00 PM	4:00 PM

Alternate Class Schedules

EVIT does not adjust high school schedules to reflect late starts, early release, alternate schedules or half-days, regardless of homeschool schedules.

Academic Requirements

Instruction and training in all EVIT programs meet Arizona Department of Education Career and Technical Education (CTE) Standards, as well as the specific licensing/certification standards as required by the third-party organizations related to the respective program e.g., AZ Board of Nursing. Additionally, each program is evaluated through State Performance Measures and Standards.

State Performance Measures and Standards

Please visit https://www.azed.gov/cte or https://www.azed.gov/cte/data for further information.

Arizona State Adopted Competencies

To view competencies for a particular program, go to https://www.azed.gov/cte/programs.

Academic Load

Credits

Credit can be earned each session provided attendance requirements are met and a passing grade is achieved. High school credits are reported to home school Registrars at the end of each quarter.

Passing a class and receiving credit does not guarantee the student to be a State Completer or Program Completer; the student must successfully complete a required number of competencies to be a completer.

Transcripts

Official transcripts are available to students. All transcript requests are made through EVIT's registrar. The release of transcripts is governed by the guidance of the Family Education Rights and Privacy Act of 1974. There is no charge for unofficial transcripts. EVIT credits/courses are

not automatically transferred to other schools. All schools have their own set of policies for accepting transfer credits.

Dual Enrollment

Secondary students have the unique opportunity to participate in dual enrollment. This program allows students to earn college credits while still in high school, giving them a head start on their postsecondary education. By enrolling in select EVIT courses, students can simultaneously gain hands-on career training and academic credits that count toward both their high school diploma and a college degree. This collaboration provides a seamless transition to higher education and a significant cost savings on college tuition, making it an excellent pathway for ambitious students aiming to further their education and career prospects.

Prior Learning Assessment

Many EVIT programs offer instructional content that allows students to receive credit for knowledge and skills they have already acquired from various educational institutions. This opportunity, known as Prior Learning Assessment (PLA), enables students to demonstrate their proficiency in specific subjects or technical areas, potentially earning advanced standing or college credits. PLA recognizes the value of students' previous experiences, whether gained through work, military service, or independent study, and can accelerate their educational and career goals. By taking advantage of PLA, students can save time and money, making their educational journey more efficient and tailored to their individual needs.

Student Store

The student store on our Main Campus is open to the public during school hours. Students can purchase school supplies, program uniforms, and more. The student store is located on the first floor of Building One.

Grading

Grading Scale

All EVIT high school and certificate classes adhere to the following grading Scale*

Grade	Percentage	Brief Description	GPA	Note(s)
A	90-100	Excellent	4.0	
B	80-89.9	Good	3.0	
C	70-79.9	Average	2.0	
D	60-69.9	Below Average	1.0	
F	0-59.9	Failing	0.0	
I	N/A	Incomplete	N/A	Not computed in grade point average an Incomplete (I) grade will turn to a Failing

Grade	Percentage	Brief Description	GPA	Note(s)
				(F) grade if the incomplete work or project is not completed within 8 weeks of the last date of the class term
P/Z	N/A	Pass/No Grade	N/A	P may be considered a Passing grade
W	N/A	Withdrawn	N/A	Passing, not computed in grade point average
Y	N/A	Withdrawn	0.0	Failing, computed in grade point average
AUD	N/A	Audit	N/A	The student will maintain course attendance but will not receive credit for the course and will not be eligible for completion

All grades are as earned. EVIT does not round grades.

Grading Scale Category Weighting

Grades will be weighted based on the following categories:

- Assignments: 20%
- Lab/Practical Applications: 20%
- Assessments: 60%

***Additional Grading and Attendance Requirements:** Many programs such as Aesthetics, Barbering, Cosmetology, Emergency Medical Technician, and Nursing Assistant enforce a stricter grading or attendance policy due to State, Federal or National accreditation, and/or certification requirements. Confer with your faculty or admissions specialist for details.

Grades/Report Cards

Report cards are published online following each nine-week period. Subjects are marked in five grades: "**A**" and "**B**" grades are above average; a grade of "**C**" is considered average, while a "**D**" is passing but below the average. Failure is marked with an "**F**". Student grade cards may also reflect "**I**" an Incomplete, "**AUD**" an Audit, or "**W**" a Withdrawal. An '**I**' will turn to an '**F**' if the incomplete work or project is not completed within eight (**8**) weeks. All student grades are available via FOCUS.

Missed Assignment/Exam Policy

- Students must make-up any work that is missed due to an excused absence within as many days as the student was absent, plus one. Make-up work for assignments will only be allowed for an excused absence. It is the responsibility of the student to have the absence excused (a parent or guardian must excuse the absence of a high school student) before make-up work will be accepted. Bell work assignments cannot be made up if a

student is tardy or absent. Exit ticket assignments cannot be made up if a student leaves early or is absent. There will be no makeup opportunity for missed labs.

- If a student was unable to submit an assignment due to an excused absence, the assigned work is due the day the student returns.
- Missed exams must be taken the day the student returns. Make-up exams will only be allowed for an excused absence; it is the responsibility of the student and teacher to schedule the exam the day the student returns. It is the responsibility of the student to have the parent or guardian excuse the absence before the rescheduled test date. Students may be required to take missed exams the day they return.

Late Work

Late work is defined as any work completed and turned in after a designated due date. Work is also late when a student turns in assignments after the equal number of days allowed for excused absences.

- Once the deadline of an assignment has been reached students may submit assignments for 50% credit of points earned up to 14 days past the due date. After this time period, students may submit assignments for 25% credit of points earned up to one week prior to the end of the grading period.

Incomplete Grade

Students who are performing acceptable work may request an incomplete grade "I" if they are unable to complete the course requirements by the end of the term because of illness or other extenuating circumstances. If the dean approves the request, the dean shall define, in a written/electronic contract, how the course will be completed. Students must be passing the course in order to qualify for an incomplete.

Students must complete the requirements within the contracted time period. The maximum time allowed is eight weeks from the last date of class in which the grade of incomplete was assigned. Students who do not complete the requirements within eight weeks will have their grade recorded in accordance with the written contract. Students should NOT re-register for the course to complete the contract.

Audit Status

Involuntary audit status at EVIT is a designation applied to secondary students who do not meet the attendance standards required. Students placed on involuntary audit status are allowed to attend classes and participate in learning activities but do not receive credit for the coursework.

General Information

Dress Code

EVIT students must dress appropriately for their program industry standard and according to EVIT policy. Class and industry uniforms, safety shoes, or other professional dress are required

for all courses. Students are not permitted to participate in classroom, lab, or shop activities when out of uniform.

During class time, the EVIT uniform must remain fully visible. If additional warmth is needed, students may wear a solid-color, long-sleeve shirt/sweatshirt underneath the uniform. EVIT-branded zip-up sweatshirts/jackets, which can be worn over the uniform, are available for purchase through the EVIT Bookstore.

When on campus and not in uniform students should adhere to the following when uniform is not specified:

Students may not wear clothing that causes annoyance, disrupts, agitates, interrupts, or interferes with others who are on the school premises for the lawful purpose of pursuing or providing a public-school education. Therefore, the following are prohibited:

- shirts and tops exposing a bare midriff (no skin revealed between the bottom of the shirt or blouse and the top of pants, skirts, or shorts);
- bare shoulders, spaghetti straps, halter-tops, and tops deeply or narrowly cut in the front, back, or under the arms. Shoulder straps on shirts or tops must be a minimum of 1.5 inches wide;
- clothing not covering buttocks, genital area, or underwear (e.g., baggy or saggy pants, shorts, and short skirts);
- clothing, backpacks, binders, or other accessories, jewelry, or skin markings with symbols or messages regarding tobacco, alcohol, drugs, race, gambling, gang affiliation, obscenities, nudity, profanity, or sexual connotations;
- clothing identified by law enforcement agencies as being popular with gangs or negative student groups such as clothing with gang names, slang street names, eight ball markings (it suggests drug use or feelings of being discriminated against), or satanic markings;
- ribbed white tank top underwear;
- pajamas or slippers;
- hats not related to an EVIT Uniform;
- bare feet;
- anything that presents a hazard to the health or safety of the student or to others in the school;
- bandanas of any color, size, or shape may NOT be carried or displayed in any classroom or at any school activity; and,
- students may not wear items (shirts, hats, jackets, etc.) that identify themselves as Staff, Security, Police, SWAT, FBI, or any related law enforcement agencies (poses a safety concern in the event of an actual emergency).

Failure to follow the dress code is a coaching opportunity that may result in a Student Success Plan progressive intervention form being put into place. School administrators will make the final decision regarding the appropriateness of student appearance.

Student ID Cards

An initial student ID will be issued to students at no cost. Students are required to wear photo identification at all times while on campus. Students will use IDs to access attendance scanners and classroom entrance. Each student must properly identify themselves when asked to do so by school personnel. Failure to do so may result in disciplinary action. Replacement IDs are available in the student store for an additional fee. Fee payments are as follows:

- First Replacement ID cost is $5.00
- Second Replacement ID cost is $10.00
- Third Replacement ID cost is $15.00
- Any additional replacements will cost $25.00

Eligibility for EVIT Program Completion

EVIT student completers in good standing will be invited to participate in the annual Completion Ceremony and receive a Certificate of Program Completion. Good standing criteria will be based upon, but not limited to, the following:

- Students must have successfully completed an EVIT program, including receiving a passing score on Technical Skills Assessment (TSA) or an approved quality industry certification.
- Students must have passed all EVIT course work in which they are enrolled, including an internship or clinical experience where applicable.
- Students must have paid all fees prior to program completion to be eligible for a Certificate of Program Completion.
- Students must not have received an attendance audit for any quarter of their EVIT program.

Food and Drink in EVIT Buildings

Food and drink may not be brought into EVIT classrooms or labs. Student lounges are provided for this purpose; the only exception is bottled water. Students are not permitted to access the student lounge, Mountain Dog Café, or vending machines during class times unless they are on a state-mandated break. Students are not permitted to order food delivery services during class hours. If food is delivered, it will not be accepted or it will be disposed of. Disciplinary action will be imposed for violations.

Student Counseling

Counselors meet with students to assist in their career planning and class selection, as well as postsecondary placement. The counselor may arrange to meet with students at key times during

the year to discuss class progress, scheduling of classes, attendance, etc. Counselors are available to both daytime and evening programs.

Visitors on Campus

All visitors MUST report to the front desk and sign in. Visitor passes will be issued for school business only. Passes require valid ID. Social or "unstructured" visits are not allowed. High school students who are interested in enrolling at EVIT are encouraged to arrange a technical class visitation through EVIT Recruiting **Campus Tours**. Visitors may be restricted from lab areas for safety reasons.

Clients utilizing one of EVIT's program services such as Auto, Cosmetology, Massage, etc. may report to the front desk of the main building, or they may report directly to the specific program area when an appointment has already been made for a specific service to sign-in for that service.

Health & Safety

Immunizations*

A form, with immunization dates for Measles, Mumps, and Rubella (MMR), Poliomyelitis, and Tetanus-Diphtheria must be completed and in home school files before students can enroll. Students who attend only EVIT must have an immunization record on file with the Admissions Office. Although the law allows exemptions, the County Health Department may tell us to exclude students who are not immunized if there is an outbreak of these diseases.

* Some programs may require documentation of additional immunizations. See "Program-Specific Expectations" section in this catalog.

Medication

A student who needs medication while on campus has the following options:

1. Prescription or over-the-counter medication may be distributed by the Health Office located on campus, providing that the following requirements are met:
    a. The parent or guardian has provided written permission to allow the District to administer the medication to the student. The medication must be in the original container. If the medication is prescription, the container must have an appropriate label identifying the student, the medication, the route, the dosage, and the time to be given.
    b. Students may also self-carry and administer medication, providing the parent or guardian has written permission on the correct form. The form to self-carry and administer medication is available through the Health Office. Students are only allowed to self-carry medicines in the original container and only the amount needed for that day.
2. The District reserves the right to circumscribe or disallow the use or administration of any medication on District premises if the threat of abuse or misuse of the medication poses a risk of harm to others.

Possible Drug or Alcohol Impairment

Being under the influence of drugs or alcohol can pose significant health or safety risks to students or those around them. If school administration has reasonable suspicion that a student is impaired, the student may need to be removed from the campus. Reasonable suspicion may be related to a student's:

- Lack of coordination (such as loss or balance, stumbling, leaning on objects for support)
- Notable alteration in ability to speak (such as slurring of words)
- Physical changes (such as red or glassy eyes or pupillary changes)
- Odor of prohibited substance (alcohol or drugs)

If any staff or faculty, and an administrator, confirm a student's risk for impairment, local law enforcement may be contacted to assess the situation. The parent of a high school student will be notified.

Vehicles & Transportation

Buses

The students' sending school districts provide bus transportation. Refer any concerns or questions on busing to the transportation office of your home school district. Riding the bus is a privilege and can be removed at any time for disruptive and/or unsatisfactory conduct. All riders are under the authority of the bus driver, and District rules apply. Students must provide their own transportation for 4-hour class sessions.

Driving and Parking on Campus

Students who drive to school must have an annual parking permit. Each parking permit is associated with a specific student ID.

- The fee for a parking permit is $60 per school year (July 1st - June 30th).
- Parking permit fees are non-refundable. If the parking permit is lost, another one must be purchased for $60.
- Parking permits are available for purchase in the bookstore.
- The fee may be waived in appropriate cases of need or economic hardship.
- Students who drive vehicles to school and park on District premises must follow all state laws and District guidelines.
- Parking on District premises is a privilege and may be revoked at any time for violations of District policy. The parking permit fee will not be refunded.
- Vehicles parked on District premises must display a current and valid student parking permit hung on the rear-view mirror once parked. Students may not drive with the parking permit in place as it can restrict the drivers view of the road.

- Students may only park in the assigned parking areas.
- If a student requires a parking permit for another vehicle, the student must remove the tag hanging in their vehicle and place it in the new vehicle.
- Parking on District premises without a parking permit or visitor parking permit is prohibited. In order to support our heightened security measures, you must have a parking permit displayed. In the event that you do not:
    - First offense will be a written warning and the vehicle's license plate, make and model will be recorded.
    - Second offense will result in the vehicle being booted.
    - Third offense will result in the vehicle being towed at the owner's expense.
- Parking on District premises outside of your designated parking area, speeding, or driving recklessly will resulted in the following:
    - First offense will be a written warning.
    - Second offense will be a citation and a $15 fine attached to the student account.
    - Third offense will result in a $25 fine attached to the student account.
    - Fourth offense will result in a parking boot being placed on the vehicle.
        - A fine of $50 will be imposed to remove the boot.
        - Booted vehicles left on District premises for more than 48 hours will be towed at the owner's expense.
    - Additional violations will result in the suspension of driving privileges on District premises.
    - Grades, transcripts, and certificates of completion can be withheld if parking fines are not paid
- All fines will be recorded as discipline.
- Violations may be appealed to the associate chief operating officer whose decision is final.
- The District is not responsible for property damage or expenses caused by booting or towing or to vehicles left on campus overnight whether voluntarily or because of booting.
- The District may visually inspect the interiors of a student's vehicle whenever a District official has reasonable basis to believe illegal or unauthorized material or evidence of conduct in violation of District policy or the law is inside the vehicle.
    - Visual inspections may be conducted without notice, without student consent, and without a search warrant.
    - If a visual inspection provides a reasonable basis to believe that the student is in possession of illegal or unauthorized material or has violated the law or District

policy, the District may conduct a physical search of the vehicle without a search warrant. A student who fails to provide access to the interior of the car upon request by a District official will lose parking privileges and be subject to school disciplinary action.

Skates (Roller or In-Line), Skateboards, Scooters, and Hoverboards

EVIT prohibits the use of roller skates, roller blades, skateboards, scooters, and similar devices on school property. However, students may use these items as transportation to and from school. Students must stop riding skateboards or scooters once they reach school property. When using skates of any kind, students must stop at the first available seat or bench on campus and remove the skates.

Public Transportation

EVIT is fortunate to have various public transportation options to help students commute conveniently. Valley Metro provides bus and light rail services with routes that connect to EVIT's campuses. Several bus lines have stops near the Main Campus, making it accessible from different parts of the East Valley. Additionally, the light rail has nearby stations that can be used in conjunction with bus services for a seamless commute. For students who are unable to take their home school bus, students can use the Valley Metro website or app to plan their trips and find the most efficient routes to reach EVIT.

Co-Curricular & Extra-Curricular Activity

Career and Technical Education Student Organizations (CTSO)

Participation in a career and technical student organization is part of the curriculum. Secondary and postsecondary are welcome to participate. CTSOs are organized to promote leadership, personal development, and career exploration. The CTSOs on the EVIT campus include:

- FCCLA – Family Career and Community Leaders of America
- HOSA – Future Health Professionals
- SkillsUSA

Field Trips

EVIT supports class field trips as a means of providing students with curriculum-related experiences in the community. Field trips should supplement, extend, or enrich the instructional program in a manner not possible to achieve on campus. Before any high school student is taken from the school grounds on a field trip, written permission must be obtained from a parent/guardian.

Transportation shall be provided only by District approved conveyance, driven by authorized personnel. The District does not support trips designed primarily for recreation, reinforcement, or recruitment purposes.

Personal Property

Lockers

Some EVIT programs furnish lockers for safe storage of students' personal items. Lockers are district property and remain under district control. The district retains the right to inspect student lockers for any reason at any time without notice, without student consent, and without a search warrant. This may be accomplished whenever reasonable suspicion exists that a law or school rule has been violated, or that the health, safety, or welfare of students or staff may be in danger.

Lost and Found

Clothing and other articles found at school will be placed in an area at the front desk closest to where the articles were found. We encourage students to label all clothing, tools, and other personal items. EVIT employees will return all items labeled. All unclaimed inventory is donated to charity periodically throughout the year.

Nuisance Items

Use of electronic devices, headphones, cameras, musical instruments, Meta or smart glasses/smart watches, iPad-type tablets, or other distracting items are prohibited and should not be visible during instructional times. The district shall not assume responsibility for the loss or theft of, or damage to, personal property brought to EVIT, stored, installed, or used on school premises. This is included but is not limited to: skateboards, iPads, cell phones, PDAs, roller blades, and handheld game devices.

Cell Phones

Cell phones may NOT be used during class time. EVIT is a cell phone free zone bell to bell.

School and Public Safety

Emergency/Fire Drills

In the event of a fire drill: follow staff directions who have been trained for such emergencies. Proceed to the assigned area as instructed. Not following staff instructions and fire drill procedures can endanger everyone's safety. Failure to comply with instructions and procedures may be cause for suspension. Pulling a fire alarm when an emergency does not exist is against the law. Students involved will be suspended from school.

Emergency drills will be scheduled and conducted each month during the school year. The purpose of a drill is to train students, under staff direction, to move safely, quickly, and quietly from any location within the building to an assigned evacuation area outside.

Evacuation routes are posted in each room. These routes will indicate the primary and alternate exits and the evacuation area to which the student should proceed upon leaving the building. During the first week of the school year, rules for emergency evacuation will be discussed in each class.

Hall Passes

Any student who is out of their classroom during class time must be in possession of a hall pass. It is mandatory for them also to have a student ID clearly visible. Hall passes will not be issued during the first 15 minutes or the last 15 minutes of class. Each student will be allotted a maximum of 10 hall passes per quarter. Students with documented extenuating medical issues that require excessive bathroom use may be granted additional hall passes.

Lock-Down

In the event of a lock-down, follow the directions of your faculty member who has been trained to provide you with the safest environment for your protection. Not following the instructions of your faculty and established lockdown procedures can endanger your safety and that of your classmates. Failure to comply with instructions and procedures can be cause for suspension.

Search and Seizure

Students possess Constitutional right to privacy and against unreasonable search and seizure of property. These individual rights, however, are balanced by the school's responsibility to protect the health, safety, and welfare of all students and staff. A search of a student's person, bag, or purse shall be undertaken only if there is reasonable suspicion that the search will reveal evidence that the student is violating the law or Board policy.

General searches of student property (including personal items found on school property) may be conducted at any time when there is reasonable suspicion for school employees to believe that something that violates a law or school rule is on school property.

The search of student property may be made without the student being present. School employees may seize illegal items or other possessions determined to be a threat to the safety and security of others, or might possibly interfere with school purposes. Items which are used to disrupt or interfere with the educational process may be temporarily removed from a student's possession.

Non-Permissible Activity

Dangerous Instruments and Deadly Weapons

Any student in possession of a firearm or other weapon on school grounds is subject to an immediate one-year expulsion.

Gang Activity and Secret Societies

Gang activity of any kind is not tolerated at EVIT. This includes the verbal or visual advertising of gang affiliation.

Harassment, Bullying, and Cyberstalking

EVIT is committed to providing an educational setting that is safe, secure, and free from harassment and bullying for all of its students. See Board Policy at www.evit.edu/about/governing_board. Conduct that constitutes bullying or harassment may also

violate federal and state anti-discrimination statutes. The District does not tolerate unlawful bullying and harassment of any type. Bullying and harassment, as defined herein, is prohibited during any District program, activity, or provided service, including transportation.

Bullying is typically chronic and systematic. Its perpetrators can be adults or high school students. Bullying can involve the physical, psychological, or emotional harm, abasement, dehumanization, or embarrassment of a student or employee. It includes repeated and unwanted written, oral, or physical behavior that threatens, insults, or dehumanizes and is severe or pervasive enough to create an intimidating, hostile, or offensive educational environment; cause discomfort or humiliation; or unreasonable interference with the individual's school performance or participation. Bullying includes but is not limited to the following behaviors:

- Teasing
- Threats
- Intimidation
- Stalking
- Cyberstalking
- Cyberbullying
- Physical Violence
- Theft
- Public Humiliation
- Destruction of Property
- Sexual, religious, or racial harassment

Bullying also includes retaliation against a person who has asserted or alleged an act of bullying or harassment. A report of bullying or harassment that is not made in good faith is considered retaliation.

Cyberstalking is the use of the Internet, email, instant messages, phone calls, or other electronic means to stalk, harass, intimidate, or frighten an individual, group, or organization. It may include false accusations, defamation, posting derogatory statements, monitoring someone's online activity or physical location, identity theft, threats, solicitation, or gathering information that may be used to threaten, embarrass, or harass.

Consequences

Consequences and appropriate remedial action for students who commit acts of bullying or harassment or who are found to have falsely accused another as a means of bullying or harassment may range from positive behavioral interventions up to and including suspension or expulsion.

Procedure for Reporting

Any person who feels they have been the victim of bullying or harassment or has witnessed bullying or harassment should file an incident report with the dean. The student may also report concerns to faculty and other school staff who will be responsible for notifying the appropriate administrator. If the dean is the respondent, the grievance shall be filed with the next higher administrator. The Superintendent is the compliance officer and ultimate decision maker, unless the superintendent is the respondent, then the grievance shall be filed with the Board President.

False reports may be cause for discipline.

Timelines

The student grievance must be filed within 30 calendar days after the grievant knew or should have known that there were grounds for a grievance. Once the written grievance has been filed, the dean will initiate an investigation and administer discipline according to EVIT policy.

If an investigation reveals no reasonable cause to believe that this regulation has been violated, the investigator shall inform the complaining party in writing. All decisions may be appealed in writing to the next higher administrative level within five business days.

Parent Notification

Administration shall report the occurrence of an incident of bullying as defined by District policy to the parent or guardian of all high school students known to be involved in the incident on the same day an investigation of the incident is initiated. Notification shall be by telephone or by personal conference and in writing by first-class mail and shall be consistent with FERPA. The notice shall advise the individuals involved of their respective due process rights including the right to appeal any resulting determination or action to the State Board of Education.

Tobacco, E-Cigarettes, and Vape Devices

The use of any tobacco, e-cigarette, or vape device on any campus is prohibited at all times. The prohibition applies to faculty, staff, students, and visitors. Violations are referred directly to Administration.

Tuition, Fees, & Refunds

Fees, Supplies, and, Uniforms

Students enrolled in EVIT must attend OFI Days (Outfitting, Fees, IDs) scheduled every summer on multiple days to pay fees, get supplies and uniforms for the upcoming school year, and take photos for their IDs if new to EVIT. There will be several communications sent announcing the dates and times.

Tuition Refunds

The District will automatically refund tuition to any tuition-paying student for the following reasons at the following rates:

One-hundred percent (100%) refund if:

- The course is cancelled.
- The student withdraws before the start of the course, or
- The student is called to active military duty.

Any course less than 8 weeks, no refund will be issued after the course starts.

Time	100% Refund	Prorated Refund Due to Hardship
8-week course	Student withdraws within five calendar days of start of course	Based on number of course days
Semester-length course	Student withdraws within ten calendar days of start of course	
Hours-based course	Student withdraws prior to 10% of the course hours	Based on number of course hours

Failing to attend class does not entitle a student to a refund.

Any amounts the student may owe the District will be deducted from the refunded amount.

In-Demand Industry Funding:

Students whose tuition is paid through the In-Demand Industry Funding program will have any applicable refund prorated based on the amount of state funding received.

Withdrawals

To withdraw for any reason a student must email their counselor, with supporting documentation, if necessary.

Program Class Fees, Refunds or Transfers

The Financial Aid Office will automatically issue a refund within 45 days of the withdrawal request. Students do not need to request a refund.

Fees for consumable supplies and books will not be refunded once the student receives them. Registration, parking, and student ID fees are non-refundable.

For Postsecondary Blended students on a monthly tuition payment plan, please refer to the 2025-2026 Postsecondary Catalog for policy and procedure.

Hardships

Hardships include:

- a doctor verified serious illness
- serious illness or death in the family
- involuntary change in residence or job transfer
- divorce
- unexpected loss of income
- documentation required for all hardship withdrawals

Non-Sufficient Funds (NSF)

EVIT accepts cash, cashier's check, money order, or personal check for the payment of tuition, class fees, books, supplies, or other related costs. A receipt is given for each transaction.

Students may also pay by MasterCard or VISA.

If a personal check is returned due to the fact of Non-Sufficient Funds (NSF) or a credit card charge is disputed inaccurately, then the following procedures shall apply:

1. The initial charge, including a $25 NSF Fee, will be added to the account.
2. Repayments to EVIT will be made by money order, cashier's check or cash.
3. Checks will not be accepted for any subsequent payment.

Technology Requirements & Usage

Minimum Computer Requirements

Windows-based laptop that meets these requirements:

- Windows Version: Windows 11 23H2 or newer (as supported by Microsoft)
- CPU: Intel or AMD processor (ARM-based processors are not supported)
- RAM: 8GB or higher
- Drive: 10 GB or more
- Other hardware: Webcam & Microphone
- Other software: Adobe Acrobat & anti-virus protection

MacBook will not support all software programs at EVIT.

Educational Purpose

The term "educational purpose" includes classroom activities, career development, and limited high-quality personal research. The *Network* has been established for a limited educational purpose. The *Network* has not been established as a public access service or a public forum.

EVIT has the right to place reasonable restrictions on the materials students will access or post through the System. Students are also expected to follow the rules set forth in the District Student Code of Conduct rules and the law in their use of the *Network*.

Students shall not use the *Network* for commercial purposes. This means they shall not offer, provide, or purchase products or services through the *Network*.

Students shall not use the *Network* for political lobbying. But they may use the System to communicate with elected representatives and to express their opinion on political issues.

Electronic Library

EVIT provides to students, staff, and faculty a highly specialized database of full-text electronic information to support the needs of secondary and postsecondary education. Six (6) databases offer a comprehensive collection of full-text reference resources including books, journals, magazines, news publications and other sources covering topics relevant to all disciplines. Students and faculty can access the online library 24/7 through the intranet or Canvas.

Student Electronic Access

EVIT students will receive an EVIT-issued student email account and access to the *Network* when they enroll in an EVIT program. All students will follow the Governing Board policies and acceptable use guidelines while using electronic resources, including the internet.

Student Email

Students are required to check their EVIT issued email daily according to their regular school schedule.

Unacceptable Uses

Personal Safety

- Users will not post personal contact information about themselves or other people. Personal contact information includes address, telephone, school address, work address, etc.
- Users will not use chat rooms or messaging communications, i.e., Instant Messaging, when it is not school related and not authorized by the faculty member.
- Users will promptly disclose to their faculty or other school employee any message they receive that is inappropriate or makes them feel uncomfortable.

Illegal Activities

- Users will not attempt to gain unauthorized access to the *Network* or to any other computer system through the *Network*, or go beyond their authorized access. This includes attempting to log in through another person's account or accessing another person's files, or engaging in "hacking". These actions are illegal, even if only for the purpose of "browsing."
- Users will not make deliberate attempts to disrupt the computer system performance or destroy data by spreading computer viruses or by any other means. These actions are illegal.
- Users will not use the *Network* to engage in any other illegal act, such as arranging for a drug sale or the purchase of alcohol, engaging in criminal gang activity, threatening the safety of others, etc.

System Security

- Users are responsible for the use of their individual account and should take all reasonable precautions to prevent others from being able to use their account. Under no conditions should a user provide their password to another person.
- Users will immediately notify the Information Systems Department (Support) if they have identified a possible security problem. However, users will not go looking for security problems, because this may be construed as an illegal attempt to gain access.
- Users will avoid the inadvertent spread of computer viruses by following the standard virus protection procedures established in Board Policy: Chapter 6- Instruction: Use of Technology in Instruction.
- Users will not download software into District computers without expressed permission from the Information Systems Director.

Inappropriate Language

- Restrictions against inappropriate language apply to public messages, private messages, and materials posted on web pages.
- Users will not use obscene, profane, lewd, vulgar, rude, inflammatory, threatening, or disrespectful language.
- Users will not post information that, if acted upon, could cause damage or a dangerous situation.
- Users will not engage in personal attacks, including prejudicial or discriminatory attacks.
- Users will not harass another person. Harassment is persistently acting in a manner that distresses or annoys another person. If a user is told by a person to stop sending them messages, they must stop.
- Users will not knowingly or recklessly post false or defamatory information about a person or organization.

Respect for Privacy

- Users will not re-post a message that was sent to them privately without permission of the person who sent them the message.
- Users will not post private information about another person.

Respecting Resource Limits

- Users will use the *Network* only for educational and professional or career development activities (no time limit), and limited, high-quality program related personal research.
- Users will not download large files unless faculty approved. If necessary, users will download the file at a time when the System is not being heavily used. The file must be removed from the System at the earliest opportunity.

- Users will not post chain letters or engage in "spamming." Spamming is sending an annoying or unnecessary message to a large number of people.

Plagiarism and Copyright Infringement

- Users will not plagiarize works that they find on the internet. Plagiarism is taking the ideas or writings of others and presenting them as if they were original to the user.
- Users will respect the rights of copyright owners. Copyright infringement occurs when an individual inappropriately reproduces a work that is protected by a copyright. If a work contains language that specifies acceptable use of that work, the users shall follow the expressed requirements. If the users are unsure whether or not they can use a work, they shall request permission from the copyright owner. If there are questions, ask your instructor.

Inappropriate Access to Material

- Users will not use the District System to access material that is profane or obscene (pornography) that advocates illegal or dangerous acts, or that advocates violence or discrimination towards other people (hate literature).
- If users inadvertently access inappropriate materials information, they shall immediately disclose the inadvertent access following District procedures. This will protect users against allegations that the policy has been intentionally violated.

Parents of students using the *Network*, should instruct their student, if there are additional materials that they think would be inappropriate for their access. The District fully expects that students will follow their parents' instructions in this matter.

Disciplinary Information

Student Success Plan (SSP)

EVIT utilizes a Student Success Plan (SSP) to formally document and address concerns related to student performance, participation, or EVIT and program expectations. The SSP is used to identify areas of concern, communicate expectations, and outline actions for improvement.

The SSP is not a disciplinary write-up. It is a structured tool designed to support student success, ensure accountability, and maintain accurate documentation of concerns, interventions, and outcomes.

A Progressive Process for Support, Intervention, and Documentation

EVIT follows a progressive intervention process when a student does not meet established expectations. This process may include multiple levels of support and intervention. Based on the nature and severity of the situation, certain steps may be adjusted or omitted with approval from the program dean.

All SSPs become part of the student's official record to ensure consistency in addressing concerns and to document the support provided.

This process will be implemented when a student fails to meet the expectations of the school. Some of these behaviors include:

- Maintaining academic integrity
- Exhibiting professional behavior
- Prioritizing safety
- Meeting dress code requirements
- Following all technology mandates
- Demonstrating responsible social networking

There are up to four steps to the process:

Step One: Verbal Counseling or Coaching– A discussion will be held with a student if the student fails to meet school or program expectations. Proper expectations will be outlined and agreed upon by the student and faculty. This communication will be documented on the Student Success Plan and a copy of the success plan will be submitted to email addresses on file.

Step Two: First Written Warning– The student will receive communication regarding an area already discussed in the coaching session or another area where the student fails to meet school or program expectations. A second Student Success Plan will be completed. Specific tasks or behaviors expected may be included, as well as a clear deadline for completion.

Step Three: Final Warning– This warning will be issued, discussed, documented, and signed when the student continues to fail to meet a challenge previously discussed or demonstrates another behavior that violates school or program expectations. Again, specific tasks or behaviors expected may be included, as well as a clear deadline for completion.

Step Four: Final Action– Should a student continue to fail to meet school or program expectations, the student may meet with administration to discuss next steps. These might include course failure or program dismissal.

High school student offenses that show a pattern of inappropriate behavior may result in an escalation of the SSP process.

Dismissing a student from a program is a serious consequence and only considered if the student fails to demonstrate the desire, ability, or willingness to improve the behaviors expected of an EVIT student.

Disciplinary Action Definitions

Students involved in inappropriate behavior are subject to certain disciplinary actions. Depending upon the behavior problem of the student, one or more of the following actions may be taken by school officials.

Informal Talk

A school official (faculty, administrator, or counselor) talks to the student and tries to reach an agreement regarding how the student should behave.

Conference

A conference is held between the student and the appropriate school personnel.

Conference Involvement

Parent(s) or guardian(s) are notified by telephone, personal contact, letter, or certified letter of a conference. A conference may be conducted between the student, parent(s) or legal guardian(s), appropriate school personnel, and other individuals concerned.

Referral for Additional Services

Some circumstances may warrant, in addition to or in lieu of suspension, that students be referred for additional services such as referral to school counseling programs, case managers, or off-campus agencies.

Short-Term Suspension

The student is informed that the student is subject to a short suspension, which is ten (10) days or less. The student is given verbal notice of the behavior deemed inappropriate and an informal hearing, that is, the chance to tell his or her side of the story. If the Superintendent then determines that short suspension is the appropriate disciplinary action, such suspension shall become effective immediately. The administrator shall notify the parent(s) or guardian(s) by telephone or letter that a short suspension has been imposed. This action shall be recorded in the student's file. During the suspension, the student is not permitted on district property or at district functions. The student's home school district will be immediately notified.

Long-Term Suspension

In addition to imposing a short suspension, the administrator may give notice to the student and parent(s) or guardian(s) that a long suspension, eleven (11) days or more, is being recommended to the Superintendent. In accordance with the due process procedure for a long suspension, the parent(s) or guardian(s) may request either an informal meeting with the Superintendent or a formal hearing. This action shall be recorded in the student's file. Parents will be informed of the appeal process in writing at the time of the recommendation. During the suspension, the student is not permitted on district property or at district functions. The student's home school district will be immediately notified.

Expulsion

The student and parent(s) or guardian(s) shall be given notice that the administrator is recommending expulsion of the student to the Governing Board. In accordance with the due process procedure for expulsion, a formal hearing shall be held by the Governing Board or by a Board-designated hearing officer(s) who shall bring a recommendation to the Board. Only the Governing Board can expel a student. While awaiting Due Process, the student is not permitted on district property or at district functions. This action shall be recorded in the student's file. Parents will be informed of the appeal process in writing at the time of the recommendation. The student's home school district will be immediately notified.

Police Involvement

School officials are not required to initiate or complete due process procedures prior to notifying law enforcement officers. If law enforcement officers are notified, parents of students under 18 will be contacted by telephone or certified letter. Any action taken by law enforcement officers will be separate from disciplinary action taken by the school district.

Disciplinary Offense and Descriptions

Disciplinary Offense/Description	Minimum Consequence	Maximum Consequence
Academic Misconduct or Cheating Cheating, plagiarism or any other type of academic misconduct that enables a student to receive a grade or score that was not or would not have been earned legitimately are grounds for dismissal from a program of study and the Institution. Faculty members will provide guidelines and answer all student academic integrity questions.	Parent involvement/ zero grade	Expulsion
Alcohol Violation Use, possession, sale, purchase, or distribution of alcoholic substances. This violation includes being under the influence of alcohol at school, any school sponsored event, or school-sponsored transportation. An alcohol violation preceded by a drug violation will be treated as a repeated occurrence for disciplinary action.	Short-term suspension	Expulsion
Arson Damaging or attempting to damage property by fire or incendiary device.	Short-term suspension	Expulsion
Assault A physical attack on a person who does not wish to fight or did not provoke it. This violation includes a student who encourages another to commit an assault.	Short-term suspension	Expulsion
Automobile Violation Misuse of an automobile on school property, including unauthorized parking.	Informal talk	Expulsion
Bullying See section on Non-Permissible Activity.	Parent/Student Conference	Expulsion
Bus Violation Violation of bus rules.	Informal talk	Expulsion

Dangerous Weapon or Instrument Use, display, or possession of a knife, ice pick, CO_2 - or spring powered pellet or BB gun, laser beam pointer, brass knuckles, nun-chucks, club, fireworks, explosive ammunition, or any other instrument not designed for lethal use but which may be capable of causing death or other serious physical injury. This violation also includes anything perceived by a reasonable person to be capable of causing injury, given the manner in which it is used or threatened to be used, such as a toy gun or a starter gun. This also includes any student who assists another in using any of the above weapons previously listed.	Short-term suspension	Expulsion
Deadly Weapon or Firearm Use, display, or possession of any operable or inoperable, loaded or unloaded (1) weapon including a starter gun, which will or is designed to, or may readily be converted to, expel a projectile by the action of an explosive; (2) the frame or receiver of any such weapon; (3) a firearm muffler or firearm silencer; (4) any destructive device, including (a) any explosive, incendiary, or poison gas device, (b) any weapon that will, or may readily be converted to, expel a projectile by the action of an explosive or other propellant and that has any barrel with a bore or more than one-half inch in diameter, and (c) any combination of parts either designed or intended for use in converting any device into any destructive device and from which a destructive device may be readily assembled. A destructive device is any bomb, grenade, mine, rocket, missile, or pipe bomb or similar device containing some type of explosive that is designed to explode and is capable of causing bodily harm or property damage. This violation includes handguns, pistols, rifles, shotguns, starter guns, and flare guns. Any student who knowingly assists another in using, displaying, or knowingly carrying or possessing a deadly weapon/firearm on district property or at district functions shall be subject to the same disciplinary action as is the student using, displaying, or knowingly carrying or possessing a weapon as defined above.	Short-term suspension	Expulsion
Defiance of Authority Failure to comply with reasonable requests of school officials. This includes leaving campus or class without permission and ditching. Physical resistance to school officials may result in expulsion regardless if such resistance is a first occurrence.	Informal talk	Expulsion
Discrimination Mistreatment based upon race, ethnicity, gender, religion, or disability. This violation includes false accusations of discrimination or harassment.	Short-term suspension	Expulsion
Disorderly Conduct Conduct that disrupts the orderly operation or educational environment or mission of the school, and poses a threat to the health, safety, and/or welfare of students, staff, and others (A.R.S. 13-2904). This violation may include profanity, obscene gestures, and excessive public displays of affection.	Informal talk	Expulsion

Dress Code Failure to comply with district & school dress standards.	Informal talk	Short-term suspension
Drug Violation The unlawful use, cultivation, manufacture, distribution, sale, purchase, possession, transportation, or importation of any controlled drug or narcotic substance OR equipment and devices used for preparing or taking drugs or narcotics on district property or traveling between school and home (includes lunch period). Distribution, manufacture, or sale of marijuana, other illegal drugs and inhalants, and other noxious substances. It also includes distribution, manufacture, or sale of drug paraphernalia and imitations of illegal drugs and other noxious substances. Distribution of a medication or a dietary supplement for recreational use will be treated as a drug violation (distribution). Use, possession, or purchase of marijuana, other illegal drugs and inhalants, and other noxious substances. This also includes off-campus use and then being on district property or at a district function. It also includes use, possession, or purchase of drug paraphernalia and imitations of illegal drugs and other noxious substances. Possession of medication or a dietary supplement for recreational use will be treated as a drug violation (possession). A drug violation preceded by an alcohol violation will be treated as a repeated occurrence for disciplinary action, and vice versa.	Short-term suspension	Expulsion
Fighting Mutual participation in a physical altercation involving violence against a person or persons.	Short-term suspension	Expulsion
Forgery Using the signature or initials of another person.	Informal talk	Long-term suspension
Gambling Participating in games of chance for money.	Informal talk	Long-term suspension
Gang Activity or Association Gang-related behavior that threatens the safety of persons or property, creates an atmosphere of intimidation, or substantially disrupts the educational environment or mission of the school. This includes students who imply gang membership or affiliation by written communication, marks, drawing, painting, design, or emblem upon any school or personal property or on one's person (Board Policy Chapter 7 § 14).	Informal talk	Expulsion
Harassment and Bullying See section on Harassment and Bullying.	Parent/Student Conference	Expulsion

Horseplay Any rough and/or boisterous play that disrupts the classroom or campus.	Informal talk	Long-term suspension
Information Systems and Electronic Devices Violation Inappropriate use of electronic devices, such as computers, personal digital assistants (PDAs), cell phones, cameras, and audio/video recorders, and other information system devices, such as the Internet and e-mail. This violation includes the use of any recording or video device in such a way that it violates the privacy of others.	Parent/ Student Conference	Expulsion
Lying or False Accusation Knowingly giving false or misleading information, information calculated to mislead, including false accusations against others.	Informal talk	Long-term suspension
Medication or Dietary Supplement (Unauthorized Possession) Unauthorized possession or distribution of a medication or dietary supplement on school grounds or while traveling between school and home. Possession or distribution of medication or a dietary supplement for recreational use will be treated as a drug violation.	Parent/Student Conference	Expulsion
Profane Language/Disrespect Verbiage, tone, and language deemed inappropriate in the classroom, on school property, or at school functions.	Parent/ Student Conference	Expulsion
Robbery/Extortion The taking, or attempting to take, anything of value that is owned by another person or organization under confrontational circumstances by force or threat of violence and/or putting the victim in fear; includes “extortion.”	Short-term suspension	Expulsion
Safety Issues Violations of campus, classroom, and/or shop safety rules, policies, and procedures. Violations beyond what would be considered horseplay.	Parent/ Student Conference	Long-Term Suspension
Sexual Abuse Sexual contact without consent.	Short-term suspension	Expulsion
Sexual Harassment Unwanted or unwelcome conduct of a sexual nature, regardless of whether the conduct is verbal or physical. Sexual harassment may also constitute sexual abuse.	Short-term suspension	Expulsion

Sexual Offense Sexual conduct on school property or during school-related activities that is immoral by community standards. This violation includes indecent exposure, sexual activity, lewd phone calls, and possession of pornographic materials.	Short-term suspension	Expulsion
Student Speech Prohibited speech or violation of valid school restrictions on the time, place, or manner of speech or other communications. This violation includes speech that causes a material and substantial disruption, lewd, or plainly offensive speech, "fighting words," and threats of violence.	Short-term suspension	Expulsion
Tardiness Late arrival to a scheduled class or appointment.	Informal talk	Short-term suspension
Threats Threatening the safety of persons or property. This includes violations of A.R.S. 13-2911: (1) bomb threats and other actions that disrupt or interfere with normal operations through either threats of physical injury to a student, employee, or other person on district property; or threats to cause damage to district property or to the property of any student or employee; (2) going on or remaining on district property for the purpose of disrupting or interfering with the use of district property by students or staff; and (3) disobeying a lawful order to leave district property.	Informal talk	Expulsion
Tobacco Violation The use, distribution or possession of a tobacco product. This includes vapor pens and E-cigarettes.	Parent/ Student Conference	Expulsion
Trespassing Unauthorized presence on district property.	Informal talk	Long-term suspension
Truancy or Unexcused Absence Any absence that is not excused by the student's parent or legal guardian and approved by the appropriate school official.	Informal talk	Expulsion
Vandalism Destroying or defacing property of the district, staff or students, including graffiti. Students may be liable for destruction of school property.	Parent/ Student Conference	Expulsion

Grievances

Students, and the parents or guardians of a high school student, with complaints or grievances against the institution other than bullying or harassment (see the Procedure for Reporting section for bullying or harassment), have the right to present their concerns for resolution. The East Valley Institute of Technology grievance process consists of two processes, the informal and formal grievance. All concerns must be addressed via the informal process before moving to a formal grievance process. The institution adheres to the following procedure for resolving grievances.

Informal Grievance

The informal grievance process is intended to allow students and/or parents to dispute an EVIT policy and/or decision made by EVIT staff. The informal grievance process must be initiated within 30 calendar days of the time the student knew or should have known that there were grounds for the grievance.

The informal grievance process has two steps. Many complaints or concerns can be resolved through open communication with the instructor. Step One: Discuss the concern with the student's instructor, or counselor, who will contact the grievant, either via email, over the phone, or in person, within five class days of receiving the informal grievance. Step Two: If a resolution is not achieved during step one the grievant should contact the appropriate dean either via email, over the phone, or in person to discuss their grievance. The dean will render a decision within five work days. The grievant must exhaust the informal grievance process before filing a formal grievance. If the informal grievance is not resolved to the grievant's satisfaction at the informal stage, it may be escalated to the formal grievance process.

An informal grievance may be withdrawn at any time before a final decision is made at this level. Once withdrawn, the process cannot be reopened if the resubmission is longer than 30 calendar days from the date of the occurrence of the alleged incident.

Formal Grievance

The formal grievance process must be submitted within ten calendar days of the outcome of the informal process. The dean will provide the form for submitting a formal grievance. The form must be submitted to the dean who will convene a grievance committee. The grievance committee will consist of another instructor, staff member, and a different dean. The grievance committee will review the grievance and any supporting documentation. This review may include additional investigation and interviews of individuals with relevant information. The committee will make a recommendation to the Superintendent within ten calendar days of receiving the formal grievance. The Superintendent will render a final decision, in writing, to the grievant within five work days.

- A formal grievance may be withdrawn at any time before a final decision is made at this level. Once withdrawn, the process cannot be reopened unless still within ten calendar days of the decision made at the informal level.

- Retaliatory or intimidating acts against any student who has made a complaint, or against a student who has testified, assisted, or participated in any manner in an investigation relating to a complaint or grievance, are specifically prohibited and constitute grounds for a separate complaint.
- Student work will not be reassessed or re-evaluated. Only documented clerical or procedural errors will alter the grade.
- When District officials have a reasonable belief or an investigation reveals that a reported incident may constitute an unlawful act, law enforcement authorities will be informed.

If the grievant is still dissatisfied with the outcome of the grievance process, the grievant can contact the following agency:

- Arizona Department of Education (ADE). Complaints may be submitted online at https://www.azed.gov/adeinfo/about-ade/submit-complaint

Legal Notices

Accommodations for Disabled Students

EVIT will provide accommodations and support services as required by the Individuals with Disabilities Education Act ("IDEA"), the Americans with Disabilities Act ("ADA"), and Section 504 of the Rehabilitation Act ("Section 504"). High school students seeking accommodations should contact their home school. Adult students, enrolled in a secondary program, seeking accommodations should apply through FOCUS.

Anti-Discrimination Policy

EVIT does not discriminate on the basis of race, color, national origin, sex, disability, age, or sexual orientation in its programs or activities. CTE program offerings include: Arts, Audio/Video Technology & Communications; Auto & Transportation Services; Construction Technologies; Culinary Arts & Hospitality; Education; Engineering; Health Sciences; Human Services; Information Technology; Manufacturing Trades; and Public Safety. For a full listing of programs, go to evit.edu/programs. The lack of English language skills will not be a barrier to admission and participation in EVIT CTE programs. The following employees have been designated to handle inquiries regarding non-discrimination policies: Title IX/Title VII/EEOC Coordinator, EVIT Superintendent, 1601 W. Main St., Mesa, AZ 85201 or call 480-461-4000, or by email at Superintendent@evit.edu; IDEA/ADA/Section 504 Coordinator, Tony Niccum, STEPS, 1601 W. Main St., Mesa, AZ 85201, or call 480-461-4154 or by email ess@evit.edu.

Licensure Disclaimer

EVIT courses and programs prepare students for entry into a variety of professions. Many of these professions require an occupational license or certificate to work in a particular field. Typically, a person must meet certain legal requirements before obtaining such a license or certificate. These requirements are established by county, state, or federal agencies and are often based on a person's character and documented criminal history. It is possible for a student who

has obtained a certificate from EVIT to be denied the right to work in a particular profession after completing the certificate because of concerns over the student's character or criminal background. Any student preparing to enter a field for which a professional license or certificate is required is strongly advised to consult with the appropriate government agency that issues such credentials. That agency can provide the student complete information about any requirements the law imposes for working in a particular occupation.

Policies for Minors and Adults

EVIT delivers educational programs to minors (i.e., people under the age of 18 years), and adults (i.e., people 18 years of age or older). Except when otherwise specified, the policies within this document apply to all students enrolled in a secondary program regardless of age. In accordance with state and federal law, however, parents or guardians must be included in decisions related to high school students.

EVIT Course Catalog

The EVIT Catalog is reviewed with an annual update every summer. The updated catalog will be posted on the EVIT website following the administrative review and approval process. EVIT reserves the right to modify policies, course schedules, curriculum, or courses due to program upgrades or content changes. When catalog changes occur between annual updates, students will be notified of a catalog update via FOCUS.

Service Animals

Service dogs are permitted in district vehicles and in classrooms to perform the functions for which they are trained. Under Title II and III of the ADA, service animals are limited to dogs. Per ADA guidelines, emotional support animals (ESA) are not considered service animals.

Examples of animals that fit the ADA's definition of "service animal" because they have been specifically trained to perform a task for the person with a disability:

- Guide Dog or Seeing Eye® Dog
- Hearing or Signal Dog
- Psychiatric Service Dog
- A Sensory Signal Dog or Social Signal Dog (SSigDOG)
- Seizure Response Dog
- Diabetic Alert Dog
- Disability Assistance Dog

Tuition and Fees

Tuition and fees are approved by the EVIT Governing Board and are subject to change without notice.

Adult Students in Secondary Classes

Career technical education districts may offer CTE programs to adult students. At EVIT, Students over 22 years of age may attend CTE programs (other than massage therapy) during regular school hours on any of EVIT's central campuses, if the CTE program has additional student capacity after the enrollment of persons who are 22 years of age or younger. A person over twenty-two years of age cannot be admitted to or attend EVIT during regular school hours unless the person has a valid fingerprint clearance card.

Custody

In cases where custody or visitation affects the district, the school will follow the most recent court order on file with the district. It is the responsibility of the custodial parent or parents having joint custody to provide the district with the most recent court order.

Student Rights and Responsibilities

All students are entitled to enjoy the basic rights of citizenship that are recognized and protected by laws of this country and state for persons of their age and maturity. Each student is obligated to respect the rights of classmates, teachers, and other school personnel. The school shall foster a climate of mutual respect for the rights of others. Such an environment will enhance both the educational purpose for which the District exists and the educational program designed to achieve that purpose. All District personnel shall recognize and respect the rights of students, just as all students shall exercise their rights responsibly, with due regard for the equal rights of others and in compliance with the rules and regulations established for the orderly conduct of the educational mission of the District. Students who violate the rights of others or who violate rules and regulations of the District or of their school are subject to appropriate disciplinary measures designed to correct their own misconduct and to promote adherence by them and by other students to the responsibilities of citizens in the school community.

Users' rights to free speech, as set forth in the District student conduct regulations, also apply to their communication on the Internet. The District will not restrict the users' speech on the basis of a disagreement with the opinions being expressed.

- Users should expect only limited privacy in the contents of their personal files on the District System and records of their online activity.
- Routine maintenance and monitoring of the Network may lead to discovery that a user may have violated Policy IJNDB, the District student disciplinary code, or the law.
- An individual search will be conducted if there is reasonable suspicion that a user may have violated Board Policy, the District student conduct regulations, or the law. The investigation will be reasonable and related to the suspected violation.

Due Process

- The District will cooperate fully with local, state, or federal officials in any investigation concerning or relating to any illegal activities.

- In the event there is an allegation that a student has violated District Policy, the student will be provided with a notice and opportunity to be heard in the manner set forth in the student disciplinary code.
- Disciplinary actions will be tailored to meet specific concerns related to the violation and to assist the student in gaining the self-discipline necessary to behave. If the alleged violation also involves a violation of other provisions of the student disciplinary code, the violation will be handled in accordance with the applicable provision of the code.

Notice of Confidentiality of Records

The Governing Board has established written policies regarding the collection, storage, retrieval, use, and transfer of student educational information collected and maintained pertinent to the education of all students to ensure the confidentiality of the information and to guarantee parents' and students' rights to privacy. These policies and procedures are in compliance with:

- The Family Education Rights and Privacy Act; Title 20, United States Code, Sections 1232g and 1232h; and the Federal Regulations (34 C.F.R., Part 99) issued pursuant to such act;
- The Individuals with Disabilities in Education Act; 20 U.S.C. Chapter 33; and the Federal Regulations (34 C.F.R. Part 300); and
- Arizona Revised Statutes, Title 15, Section 141.

Student education records are collected and maintained to help in the instruction, guidance, and educational progress of the student, to provide information to parents and staff members, to provide a basis for the evaluation and improvement of school programs, and for legitimate educational research. The students' records maintained by the District may include – but are not necessarily limited to – identifying data, report cards and transcripts of academic work completed, standardized achievement test scores, attendance data, reports of psychological testing, health data, faculty or counselor observations, and verified reports of serious or recurrent behavior patterns.

These records are maintained in the District under the supervision of the building administrator and are available only to the faculty and staff members working with the student. If your student should transfer to another school, these records will be sent to the new school upon its request. Otherwise, records are not released to most agencies or persons without prior written consent of the parent.

Parents and guardians have the right to inspect and review any and all records related to your child, including a listing of persons who have reviewed or have received copies of the information. Parents who wish to review their children's records should contact the dean for an appointment. School personnel will be available to explain the contents of the records to you. Copies of student education records will be made available to parents when it is not practicable for you to inspect and review the records at the school. Charges for the copies of records will be costs of copying unless the fee prevents the parent from exercising rights to inspect and review those records.

If you believe information in the record file is inaccurate or misleading, you have the right to request that a correction be made and to add comments of your own. If at any time an agreement between the dean and parent cannot be reached, you may contact the Chief Academic Officer or the superintendent and request a hearing.

Copies of the district student education record confidentiality policies and procedures may be reviewed in the assigned office at the Main campus. Federal law also permits a parent to file a complaint with the Family Education Rights and Privacy Act Office in Washington, D.C., if you feel the school is violating public school records policies and statutes.

Parent's Right to Know

Pursuant to requirements of the "No Child Left Behind Act" of 2001, parents of students attending EVIT may request information regarding the professional qualifications of their child's program faculty. Upon such request, information will be provided in a timely manner.

FERPA

Federal Education Rights and Privacy Act ("FERPA") (34 C.F.R. § 99.3) provides certain rights to parent(s) and eligible students. An eligible student is one who has reached age 18 or is enrolled as a postsecondary student. The rights belong to the parent(s) until a student becomes an eligible student. An eligible student may sign a form to allow a parent(s) or guardian(s) access to educational records. The rights include:

- the right to inspect and review the student's education records;
- the right to consent to disclosure of personally identifiable information, except as permitted by FERPA, the PATRIOT Act, or the NCLB Act;
- the right to seek to correct education records believed to be inaccurate, misleading, or in violation of student rights and a hearing if the District declines to alter the record; and
- the right file a complaint with the U.S. Department of Education if they believe the District violated FERPA.

Requests to inspect records should be submitted in writing to the student's dean. The dean will arrange for the inspection. If paper copies of records are requested, there may be a charge for the cost of copying. The dean will explain information in the records, if necessary.

More detailed information can be found in the District's Policy Manual, Chapter 7 § 49

Program-Specific Expectations

Many EVIT programs have specific requirements that students must meet to ensure compliance with industry standards and certification requirements. These include drug screenings, immunization compliance, and clinical practicum requirements. These measures are essential to prepare students for their future careers, ensuring they meet the professional standards required for certification in their chosen fields. Students should be prepared to fulfill these requirements as part of their training at EVIT.

Health Sciences Programs

(Dental Assisting, Emergency Medical Technician, Massage Therapy, Medical Assistant, Mental and Social Health, Nursing Assistant, Pharmacy Technician, Physical Therapy Technician, Sterile Processing, and Veterinary Assistant)

Professional Appearances

The Health Science department at EVIT believes in preparing students for postsecondary education and the workforce. Professionally presenting oneself is an employability skill and will be graded. Students shall comply with the following rules every day:

- Students should be in full uniform every day. Full uniform is defined as EVIT-provided scrubs/uniform, medically appropriate shoes, working watch with a second hand, pen, EVIT-issued ID, professional appearance, and home school district-issued laptop.
- During class time, the EVIT uniform must remain fully visible. If additional warmth is needed, students may wear a solid-color, long-sleeve shirt/sweatshirt underneath the uniform. EVIT-branded zip-up sweatshirts/jackets, which can be worn over the uniform, are available for purchase through the EVIT bookstore.
- Closed-toe, completely enclosed medically appropriate, flat, nonslip shoes, such as tennis shoes or medical clogs with an enclosed back are the only approved EVIT Health Science footwear.
- Uniforms should be clean and well-kept.
- Acceptable jewelry that may be worn with the uniform includes wedding rings, engagement rings, one thin, simple chain necklace with a single discreet charm, and a wristwatch. Smartwatches are not allowed in the classroom, lab, or clinical setting.
- One pair of earrings, not hanging below the lobe, may be worn; one pair of small plain posts may be worn along the external perimeter of the ear; a small hoop daith piercing may be worn in the cartilage of the inner portion of the ear, but may not protrude outside of the ear. A small nose ring stud, not larger than 3mm, may be worn in one nostril. Other facial piercings may have a clear or flesh-toned piercing retainer, or must not be visible.
- Bluetooth, AirPods, and wireless headphones are prohibited.
- Hair shall be worn neatly and professionally. Hair and bangs that are longer than shoulder length should be pulled back off the face or put completely up. Facial hair should be kept neat and trimmed.
- Nails should be a clean and manageable length. Nails longer than ¼” are not permitted. Artificial nails and nail coverings are prohibited as they can harbor infectious agents.
- Personal hygiene shall be maintained. Students will bathe regularly and use deodorant. Offensive body odors, cigarette odor, or similar are prohibited. Cologne, after-shave, or perfumes are not permitted while attending a clinical practicum.

There will be occasions when students will be asked to wear professional dress.

Professional Conduct

Professionalism is an employability skill and will be graded. Points are earned by being on time, prepared for class each day, and following the policies and procedures outlined in the EVIT Catalog. In addition, students are expected to show respect for the classroom and the program and treat all EVIT personnel, patrons, patients, and equipment with respect and dignity. Students are expected to perform their duties inside and outside of the classroom. Inappropriate behavior will result in the loss of employability points and possible disciplinary action for all students involved. Students subjected to disciplinary action for violating the EVIT code of conduct may be ineligible to participate in a clinical practicum experience.

Clinical Practicum Opportunity

Work-based Learning Experiences:

- Qualified students will participate in a work-based clinical practicum experience at a private medical office or other designated facility.
    - Students must pass a clinical skills assessment to qualify for a clinical practicum experience.
    - Students must maintain a 70% or greater in each segment/quarter to be eligible for the clinical practicum experience. If the student's grade drops below 70% while on their clinical practicum experience, the student will no longer be able to continue at the site until their grade is above 70%. Students may be required to return to EVIT during clinicals if there are concerns with academic performance.
    - Only students with good attendance records will be placed at a work-based learning clinical practicum site; this includes excessive absence and tardiness concerns. Absences (excused, unexcused, Home School Activity/HSA, suspension) Should not exceed 10% of the total class sessions offered each quarter to remain eligible to attend a clinical practicum experience. Tardiness should not exceed 10% of the total class sessions offered each quarter to remain eligible to attend a clinical practicum experience.
- Students subjected to disciplinary action for violating the EVIT code of conduct may be ineligible to participate in a clinical practicum experience.
- EVIT will secure a shadowing/clinical practicum site for students. Students are NOT to contact sites individually unless they are specifically requested to do so by their instructor. If it has been found that a student contacted a site without prior authorization they will be in violation of this handbook and the student will not be able to complete a clinical practicum experience.
- Transportation is not provided to the clinical practicum site. The student must arrange transportation. Students should anticipate up to a 30-minute/15-mile drive to their site. There are a limited number of clinical sites available for shadowing/clinical experiences. Placement of students will be based on classroom attendance, on-time performance,

classroom grade, employability skill grade, maturity level, and timely completion of required paperwork.

- Unsafe or unethical conduct, including, but not limited to, consistent unsatisfactory work-based evaluations, violation of principles of confidentiality, failing to respect client/patient rights and dignity, soliciting, borrowing, or removing property or money from clients and/or the facility, assuming care tasks for which the student lacks the education or competence to perform, removing drugs, supplies, equipment, or medical records from the medical setting, abandonment (leaving the clinical site or patient without notification), absence from a clinical assignment without proper notification to the agency, EVIT instructor, and EVIT attendance office, lying about any incident that occurs or hours of participation at a clinical practicum site, will become the basis for suspension and/or immediate dismissal from the program. The clinical practicum site/and or classroom instructor has the right to revoke at any time the student's clinical practicum experience.
- Medical records, accounting information, patient information, and conversations between or among healthcare professionals about patients are confidential under law. Students may never discuss or review any information regarding a patient at a clinical site with anyone other than the medical staff of the clinical site. Students are obligated to know and adhere to the privacy policies and procedures of the clinical site they are assigned.
- Students are supervised by the staff at the private offices/hospitals/facilities. It is the responsibility of the student to report to the classroom instructor any problems, including experiences that do not meet learning objectives.
- Medical insurance is not provided should the student become injured at EVIT or the work-based learning clinical practicum site. The student should carry health care insurance.
- Uniform expectations for the clinical practicum experience are the same as those for in-classroom and lab instruction. Students who arrive at the clinical site in violation of the dress code will be sent home, (this day will be recorded as an absence), and will be removed from the clinical practicum experience – this includes no name badge.
- Clinical sites have program/site-specific health and safety requirements (e.g., vaccinations, background checks, fingerprint clearance cards). Documentation of clinical requirements (immunization record, fingerprint clearance card, background check, etc.) must be on file by one week before the end of the second quarter. Students unable or unwilling to provide documentation of compliance will not be eligible to participate in a clinical practicum.
- EVIT may share personal information, including name, date of birth, and documentation of health-related information, including drug screen results, immunization records, titer results, and verification of a TB disease state to clinical agencies requesting this information.

- Clinical sites have the same expectations of students that they have from employees. Students who have more than three absences at the clinical site may be removed from the site.
- If a student fails to notify their clinical practicum site of an absence (no call, no show) they will be removed from the site.
- Early departure from a clinical site without the permission of the clinical instructor is considered to be abandonment of patient care and is strictly prohibited. Students who voluntarily leave clinical early for any reason will be placed on clinical attendance probation and could be dismissed from the program.

Health Declaration

It is essential that Health Sciences students be able to perform a number of physical activities in the clinical/extern portion of their program. At a minimum, students will be required to lift patients, stand for several hours at a time and perform bending activities. Students who have a chronic illness or condition that necessitates ongoing treatment must be able to meet all program objectives/expectations relative to direct patient care. The Health Sciences clinical/extern experience places students under considerable mental and emotional stress as they undertake responsibilities and duties impacting patients' lives. Students must be able to demonstrate rational and appropriate behavior under stressful conditions. Individuals should give careful consideration to the mental and physical demands of the program prior to making an application.

Guidelines Regarding Exposure to Bodily Fluids

All students are professionally and ethically obligated to provide client care with compassion and respect for human dignity. Hence, they may not ethically refuse to care for clients solely because the client is at risk of contracting, or has, an infectious disease such as HIV, AIDS, or HBV.

Standard Precautions

- All blood and body fluids are considered potentially infectious and are treated as if known to be infectious for HIV, HBV, and other blood-borne pathogens. Students will follow OSHA Blood-borne Pathogens Section 1910.1030 Exposure Guidelines.
- Contaminated sharps shall not be bent, recapped, or removed. Shearing or breaking of contaminated needles is prohibited.
- Contaminated sharps must be placed in the appropriate container as soon as possible.
- Eating, drinking, smoking, applying cosmetics or lip balm, and handling contact lenses are prohibited in the work area where there is a likelihood of occupational exposure.
- Students must wear appropriate protective clothing/equipment when performing any task(s) that may involve exposure to body fluids.

Any direct exposure to body fluids occurring while functioning as a student must be reported immediately to the faculty member.

Illness and/or Disabilities

Students are expected to participate fully in activities required by the program. This includes, but is not limited to, lifting patients, standing for several hours a time and bending. Students must also exhibit stable mental processes by being able to function appropriately under stressful conditions.

- Any student having a temporary medical condition inhibiting/restricting their activities must supply a written explanation from their physician. Should a student become unable to participate fully in the program's activities, they may be withdrawn.
- Should the student require any type of special accommodation, the student must notify the instructor before clinical arrangements are made.
- Special accommodations for testing will be given only with appropriate documentation of special needs. Individual faculty will not provide extra time, different environments, or dictionaries during testing without official documentation of disability.

Insurance

The student should carry health care insurance while participating in any academic or clinical learning experience.

- If a student is injured during clinical, the student should notify the instructor, fill out an incident form at the clinical site, and also one at EVIT Health Sciences Office or the campus instructor's office.

Emergency Contacts

It is essential for students to complete the proper forms with up-to-date emergency contact information i.e., parent's/guardian's full name, place of work and telephone numbers, home telephone number, home address, cell phone number, and who to contact if a parent cannot be reached.

Needle Stick and Sharps Injury Protocol

Following a needle stick or sharps injury, the student must immediately wash the affected area with soap and water and notify their instructor or supervising staff member. If the incident occurs at a clinical site, the student must also immediately notify the clinical supervisor and follow the clinical site's exposure protocol at the time of the incident, in addition to EVIT procedures.

The student is required to seek medical evaluation as soon as possible, ideally the same day, at an urgent care or other qualified healthcare provider. The medical provider will assess the exposure and determine any necessary testing, treatment, and follow-up care. The student's parent/guardian will be notified.

The student/student's parent/guardian will be responsible for the costs of emergency room or clinic visits, physician visits, and follow-up care resulting from injury or illness occurring in the clinical or classroom setting.

The instructor will complete an incident report the same day or within 24 hours of the incident and submit it to the school nurse. The student is expected to provide accurate and complete information to support documentation of the incident.

Students must provide documentation from the clinical site or medical provider as required to verify evaluation, clearance, and/or ability to safely continue participation in the program. Students are expected to follow medical recommendations related to the exposure, including any required follow-up testing or clearance necessary to safely continue participation in the program.

The program will maintain documentation of the incident for compliance and safety review purposes. All information will be handled in accordance with applicable privacy and confidentiality guidelines.

Drug Screening Guidelines and Consent

Several health programs are required to submit to a random urine drug screening during the school year as a condition of continued enrollment, clinical placement, and certification testing in the Health Science programs.

1. EVIT's contracted outside vendor will conduct the screening and will mail negative results to the EVIT Program Dean. If a screening result is positive, the testing laboratory will initiate a medical review process to determine whether the result may be related to a legally prescribed medication. As part of this process, the laboratory may contact the parent/guardian for verification. Once the review is complete, if the result remains positive, the program dean will contact the student and parent/guardian to discuss the results and any applicable program consequences.
2. Only students receiving negative drug screens as reported by EVIT's designated contracted outside vendor may be permitted to remain enrolled in health science courses. Students testing positive for drugs that are illegal substances, non-prescribed legal substances, or deemed unsafe for the clinical setting by the faculty member and/or Program Dean will not be permitted to attend the Health Science courses including the required clinical rotation.
3. Students will not be allowed to use previous drug screens requested by any person or agency outside the East Valley Institute of Technology.

Absent Students on the Day of Drug Screening

Any student who is absent on the day the drug screening is conducted will have 24 hours to have this screening performed. Students will be given information on what clinic to go to for drug testing.

** Students who are under 18 years of age must have a parent or legal guardian present at the clinic, if testing is missed at EVIT.

Emergency Medical Technician

Academic Grading

Students must pass all segments/quarters of their Emergency Medical Technician (EMT) course with a 70% or greater, pass the midterm and final exam with a 75% or greater, and receive a negative drug screen result to be eligible for the National Registry of Emergency Technicians (NREMT) Practical Skills and Certification Exam.

Exams

Students scoring less than 75% on the midterm or the final exam are considered to have failed the exam and may petition the instructor to retake the exam the next day. The maximum score obtained on the retake exam is 75%. Students with less than 75% on the midterm exam retake or 75% on the final are not eligible to take the credentialing exams.

Skills Evaluation

Skills evaluations are based on clinical objectives and guidelines. EMT instructors have the responsibility of evaluating a student's clinical performance and will complete evaluations for students enrolled in their clinical assignment. Students must pass each skill to receive credit. This is a pass or fail grade. A failing grade for any skill will result in a failing grade for the segment/quarter in which the skill was assigned.

To complete a clinical skills assignment, EMT students are required to demonstrate competence in an entry-level set of skills for their program area. If a student demonstrates unsatisfactory or unsafe clinical performance, the student will be referred for mandatory remediation. Mandatory remediation may include:

- Completing mandatory skills practice in the skills laboratory with an instructor
- Evaluation of clinical performance by another clinical instructor
- Clinical probation
- A failing grade if remediation attempts fail

Before registering for the National Registry of Emergency Technicians (NREMT) Certification Exam, students are required to pass a skills final exam and receive a negative drug screen. If the student does not pass the skills exam, they will get a chance for a retake exam. The maximum score they can obtain is 75%.

Physical Fitness & Readiness Training

Physical Training (PT) is a fundamental aspect of our Emergency Medical Technician (EMT) program, ensuring students maintain optimal physical fitness essential for the demanding challenges of emergency response. Throughout the week, students will engage in a variety of exercises and activities designed to enhance strength, endurance, and agility, equipping them with the physical readiness required in the field.

EMT Immunization Requirement

All students entering the Emergency Medical Technician (EMT) course must meet all immunization requirements to participate in the clinical practicum portion (if applicable) of the course.

Students must have an immunization record with documentation of:

- MMR
- DPT
- Current tetanus
- Chickenpox (Varicella) titer from your doctor showing immunity OR vaccination
- TB test (must be completed annually)
- Hepatitis B vaccination/signed declination form
- Annual flu vaccination (if required by clinical facility site)
- COVID vaccination/COVID booster (if required by clinical facility site)

Students unable or unwilling to provide documentation of compliance with the immunization requirements will not be eligible to participate in the clinical practicum experience. EXEMPTIONS, for any reason, are not accepted (except signed declination form for Hepatitis B vaccination).

Nursing Assistant Program

The Nursing Assistant program has a supplemental handbook with additional policies as required by Arizona State Board of Nursing.

EVIT Secondary Program Offerings for 2026-2027

Certificate Programs	Campus
Aesthetics	Main & Power
Aircraft Mechanics	Power
Automotive Technologies	Main
Aviation	Power
Barbering	Main
Collision Repair	Main
Commercial Baking & Pastry Arts	Main
Construction Technologies	Main
Cosmetology	Main & Power
Criminal Justice	Main
Culinary Arts	Main
Dental Assistant	Main
Diesel Technologies	Main
Digital Animation	Main
Early Childhood Education	Main
Electrical & Power Transmission	Main
Emergency Medical Technician	Main
Engineering	Power
Fashion Design & Merchandising	Man
Film & TV	Main
Fire & Emergency Services	Main & Coronado High School
Graphic Design	Main
Heating, Ventilation, Air Conditioning, & Refrigeration (HVAC)	Main
High-Tech Manufacturing	Power
Interior Design & Architecture	Main
Massage Therapy	Main
Medical Assistant	Main & Power
Mental & Social Health Technician	Main
Nail Technician	Main
Network Security	Main
Nursing Assistant	Main & Power
Nursing Assistant	Main, Power, & Red Mountain High School
Pet Grooming	Power
Pharmacy Technician	Main
Physical Therapy Technician	Main
Plumbing Service and Repair Technician	Main
Radio & Audio Production	Main
Software & App Design	Main
Sterile Processing Technician	Main
Technology Device Maintenance	Main
Veterinary Assistant	Power
Welding Technologies	Main, Power, & Skyline High School

Secondary Programs

Aesthetics

DESCRIPTION
The **Aesthetics** program prepares individuals to apply technical knowledge and skills in the science of skin care and develop a thorough understanding of all aspects of the industry basics including: waxing, makeup techniques, facials, and general knowledge of the spa industry. Students will learn techniques for skin analysis, deep pore cleansing, exfoliation, and specialized treatments, including dermaplaning, peels, and body treatments. The program is heavily focused on the practical application of skills. Additional information is located in the program handbook.
CAREER CONNECTION
License or Certification Information: Arizona Board of Cosmetology Aesthetics Licensure **Career Pathway:** Aesthetician, Makeup Artist, Manufacturer or Product Representative, Salon Receptionist, Medical Aesthetician, Salon Manager entrepreneur or Owner. **Occupational Profile:** www.onetonline.org/link/summary/39-5094.00
PROGRAM & COURSE INFORMATION

Program Courses & Course Sequence	Aesthetics I - 1 semester - 2 credits Aesthetics II - 1 semester - 2 credits
Pre/Co Requisite	10 HS Credits (required) and At Least 16 years old (proof required) 2.0 GPA (recommended)
Length of Program	2 semesters (716 clock hours). **Students attend 4 hours each day & may be required to provide their own transportation.
College Credit	College credit may be available.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $285
ESA & Out-of-Boundaries Tuition	Year 1 - $7,745

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	7:00 am - 11:00 am	Main, Power
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00 pm - 4:00 pm	Main, Power

Aircraft Mechanics

DESCRIPTION
The **Aircraft Mechanics** program prepares individuals to apply technical knowledge and skills to repair, service, and maintenance all aircraft components. The **Aircraft Mechanics** program includes instruction in turbine layout, fabrication of sheet metal and other materials into structural members, parts and fittings, and replacement of damaged or worn parts such as control cables and hydraulic units. **Students who successfully complete the first two years of this program AND the two-year apprenticeship will gain the knowledge and hours needed for an A&P License.**

CAREER CONNECTION
License or Certification Information: Federal Aviation Administration (FAA) – **Airframe Mechanic** or Federal Aviation Administration (FAA) – **Powerplant Mechanic** **Career Pathway:** Aircraft Mechanic, Airframe Mechanic **Occupational Profile:** Aircraft Mechanics and Service Technicians 49-3011.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Introduction to Aircraft Mechanics I - 1 Semester - 1.5 credits Introduction to Aircraft Mechanics II - 1 Semester - 1.5 credits Airframe Mechanics III - 1 semester - 1.5 credits Airframe Mechanics IV - 1 semester - 1.5 credits Airframe Mechanics Apprenticeship - 2 Years - 6 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	4-8 semesters
College Credit	College credit may be available.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 – estimated supply fee $305 Year 2 – estimated supply fee $102 Apprenticeship – estimated supply fee $17
ESA & Out-of-Boundaries Tuition	Year 1 – $5,805 Year 2 - $5,805 Apprenticeship - $2,500/Year

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Power
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Power

Automotive Technologies

DESCRIPTION
The **Automotive Technologies** program prepares individuals to apply technical knowledge and skills in the repair, service, and maintenance of all types of automobiles. The Automotive Technologies program includes instruction in brake systems, electrical systems, engine performance, engine repair, suspension and steering, automatic and manual transmissions and drivetrains, and heating and air conditioning systems.

CAREER CONNECTION
License or Certification Information: Automotive Service Excellence (ASE) is the primary industry certification (ASE.com), 8 Student Certifications are offered. **Career Pathway:** Automotive Technician, Mechanic Technician, Parts Technician, Service Writer **Occupational Profile:** https://www.onetonline.org/link/summary/49-3023.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Automotive Technologies I - 1 semester- 1.5 credits Automotive Technologies II - 1 quarter - 0.75 credits Automotive Technologies III - 1 quarter - 0.75 credits Automotive Technologies IV - 2 Semesters - 3 Credits* **can replace last semester with an Internship*
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended).
Length of Program	2 - 4 semesters
College Credit	College credit may be available through PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $132 Year 2 - estimated supply fee $132
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Aviation

DESCRIPTION
The **Aviation** program prepares students to apply technical knowledge and skills in the areas of air transportation (flying, safety, and navigation of aircraft) and hands-on applications, leading to a ground school certification. In Year 1, students will learn about the basics of flight operations and safety, the aviation and aerospace industries, federal regulations, navigational and communication systems, and aircraft design and performance. In Year 2, students will learn about flight planning, drone technology, and meteorology, and may also have an opportunity to complete an internship in the aviation field. This program prepares students for a variety of entry-level careers in the aviation industry and also provides students with the knowledge and certifications needed to enter a private pilot training program (which would require completion of external courses and added cost, **after completion of the EVIT program**).

CAREER CONNECTION
License or Certification Information: Year 1 - Federal Aviation Administration (FAA) - Ground School, Year 2 - Federal Aviation Administration (FAA) - Ground Instruction Basic (Airman Knowledge Test), & Federal Aviation Administration (FAA) – Remote Pilot Certificate (Unmanned Aircraft Systems) **Career Pathway:** Aircraft Refueler, Cargo Handler, Security Screener, Aviation Dispatcher, Baggage Handler, Flight Attendant, Ramp Agent, Airline Customer Service Representative, Reservations and Ticketing, Airport Information Systems, Aircraft Pilot (additional schooling needed), Air Traffic Controller (additional schooling needed). **Occupational Profile:** https://www.onetonline.org/link/summary/49-3011.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Introduction to Aviation I - 1 Semesters - 1.5 credits Introduction to Aviation II - 1 Semester - 1.5 credits Aviation III - 1 Semester - 1.5 credits Aviation IV - 1 Semester - 1.5 credits, or Aviation Internship - 1 semester - 1.5 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	4 semesters
College Credit	College credit may be available
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $305 Year 2 - estimated supply fee $60
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Power
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Power

Barbering

DESCRIPTION
The **Barbering** program prepares individuals to apply technical knowledge and skills in the fundamentals of barbering. The program includes instruction in sterilization, sanitation and safety, massage and skin care, chemical texture services, shampoo and scalp treatments, hair coloring and cutting, styling, shaving, honing, and stropping. Additional information is located in the program handbook.
CAREER CONNECTION
License or Certification Information: Arizona Board of Barbering Barber Licensure **Career Pathway:** Barber, Barber Shop Operator, Master Barber, Stylist, Platform Artist, Product/tool representative, Barber Instructor **Occupational Profile:** https://www.onetonline.org/link/summary/39-5011.00
PROGRAM & COURSE INFORMATION

Program Courses & Course Sequence	Barbering I - 1 semester - 2 credits Barbering II - 1 semester - 2 credits Barbering III - 2 semesters - 4 credits
Pre/Co Requisite	10 HS Credits (required) and At Least 16 years old (proof required) 2.0 GPA (recommended)
Length of Program	4 semesters (1200 clock hours)
College Credit	College credit may be available through PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $390 Year 2 - estimated supply fee $550
ESA & Out-of-Boundaries Tuition	Year 1 - $7,745 Year 2 - $7,745

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	7:00am - 11:00am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 4:00pm	Main

Collision Repair

DESCRIPTION
The **Collision Repair** program prepares individuals to apply technical knowledge and skills in collision repair shop operations, materials handling, and safety practices. Students will be introduced to basic operations in many areas of the collision repair industry with a focus on entry-level position skills. Students will gain basic understanding of safety practices, tool and equipment usage, maintenance, basic repair processes and procedures, damage assessment, metal repair, structural realignment, welding techniques, paint preparation, painting, and detailing. Students will also experience structural and plastic repair techniques. In addition, students will gain knowledge of the mechanical and electrical components of late model automobiles and experience a well-balanced mix of classroom lecture, lab, and shop activities for hands-on, real-life practice.

CAREER CONNECTION
License or Certification Information: Automotive Service Excellence (ASE/I-CAR) Student Certifications in Mechanical and Electrical Components, Non-Structural Analysis and Damage Repair, Painting and Refinishing. **Career Pathway:** Automotive Painter, Collision Repair Technician, Light Assembler, Damage Appraiser **Occupational Profile:** www.onetonline.org/link/summary/49-3021.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Collision Repair I - 1 semester - 1.5 credits Collision Repair II - 1 semester - 1.5 credits Collision Repair III - 1 semester - 1.5 credits Collision Repair IV - 1 semester - 1.5 credits* **can replace last semester with an Internship*
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 - 4 semesters
College Credit	College credit may be available.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $220 Year 2 - estimated supply fee $170
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Commercial Baking & Pastry Arts

DESCRIPTION
The **Commercial Baking & Pastry Arts** program prepares individuals to gain employment as a baker, pastry chef, or business owner. Instruction focuses on making cookies, cakes, chocolate confections, tarts, breads, and plated desserts. Students in this program will also have the opportunity to advance into cake decorating, pastries, plate painting, individual desserts, and wedding cakes.

CAREER CONNECTION
License or Certification Information: Food Protection Manager Certification, Certified Fundamentals Pastry Cook (CFPC) **Career Pathway:** Hotel, Restaurant, Bake and Pastry Shop, Apprentice Cooks, Bakers, Decorators, Assistants and Stewards **Occupational Profile:** https://www.onetonline.org/link/summary/51-3011.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Commercial Baking & Pastry Arts I - 1 semester - 1.5 credits Commercial Baking & Pastry Arts II - 1 semester - 1.5 credits Commercial Baking & Pastry Arts III - 2 semesters - 3 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 - 4 semesters
College Credit	College credit may be available through PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $275 Year 2 - estimated supply fee $60
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Construction Technologies

DESCRIPTION
The **Construction Technologies** program prepares individuals to apply technical knowledge and skills in residential and commercial building construction and remodeling. The program includes instruction in construction equipment and safety; site preparation and layout; construction estimating; blueprint reading; building codes; framing; masonry heating, ventilation, and air conditioning; electrical and mechanical systems; interior and exterior finishing; and plumbing.

CAREER CONNECTION
License or Certification Information: NCCER Core and Construction Level 1 **Career Pathway:** Electrician, Plumber, Framer, Mason, Blueprint Reader, Apprentice/Helper **Occupational Profile:** https://www.onetonline.org/link/summary/47-3019.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Construction I - 1 semester - 1.5 credits Construction II - 1 semester - 1.5 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 semesters
College Credit	College credit may be available through PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $152
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Cosmetology

DESCRIPTION
The **Cosmetology** program prepares individuals in the foundations of haircutting, hair styling, hair color, chemical texture services, makeup application, manicures and pedicures, waxing, and facials. The program prepares students for practice as licensed cosmetologists in specialized or full-service salons. This program includes instruction in hair services, basic nail applications, basic aesthetics, business management, sanitation and safety, customer service, and applicable professional and labor laws and regulation. Additional information is located in the program handbook.

CAREER CONNECTION
License or Certification Information: AZ Cosmetology License **Career Pathway:** Cosmetologist, Hair Stylist, Salon Owner, Platform Artist, Manager, Entrepreneur, Sales Distributor, Educator, and More. **Occupational Profile:** www.onetonline.org/link/summary/39-5012.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Cosmetology Fundamentals - 1 semester - 2 credits Cosmetology Clinical- 1 semester - 2 credits Cosmetology Clinical II- 2 semesters- 4 credits
Pre/Co Requisite	10 HS Credits (required) and At Least 16 years old (proof required) 2.0 GPA (recommended)
Length of Program	4 semesters - 4 hours/day (total of 1500 clock hours)
College Credit	College credit may be available through PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $460 Year 2 - estimated supply fee $570
ESA & Out-of-Boundaries Tuition	Year 1 - $7,745 Year 2 - $7,745

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	7:00am - 11:00am	Main, Power
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 4:00pm	Main, Power

Criminal Justice

DESCRIPTION
The **Criminal Justice** program prepares individuals to apply relevant theories and practices in the various criminal justice fields, including law enforcement, law, corrections, and technical non-sworn positions. The program includes instruction in: substantive law, law enforcement history and theory, operational command leadership, incident response strategies, legal and regulatory responsibilities, public relations, and organizational leadership.

CAREER CONNECTION
License or Certification Information: Psychological First Aid Certification, Security Guard Certification (AZ Dept. of Public Safety) **Career Pathway:** Police Officer, Police Aide, Corrections Officer, Probation Officer, Federal Agent, Attorney, Crime Scene Specialist, Forensics Scientist, Public Safety Telecommunications **Occupational Profile:** https://www.onetonline/link/summary/33-3021.02

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Criminal Justice I - 1 semester - 1.5 credits Criminal Justice II - 1 semester - 1.5 credits Criminal Justice III - 2 semesters - 3 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 - 4 semesters
College Credit	College credit may be available through Dual Enrollment and/or PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $70 Year 2 - estimated supply fee $70
ESA & Out-of-Boundaries tuition	Year 1 - $5,805 Year 2 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Culinary Arts

DESCRIPTION
The **Culinary Arts** program prepares individuals to apply technical knowledge and skills required for food production and service occupations in commercial foodservice establishments. The program includes instruction in the technical knowledge and skills required for planning, selecting, storing, purchasing, preparing and serving quality food products, nutritive values, safety and sanitation procedures, use of commercial equipment, serving techniques and management of food establishments will also be studied. Throughout the program, students will develop advanced critical thinking, applied academic, career development, life and employability skills, business, economic, and leadership skills required for culinary arts occupations.

CAREER CONNECTION
License or Certification Information: Certified Fundamentals Cook (CFC), Food Protection Manager Certification. **Career Pathway:** Banquet Cook, Prep Cook, Server, Chef, Restaurant Management **Occupational Profile:** https://www.onetonline.org/link/summary/11-9051.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Culinary I - 1 semester - 1.5 credits Culinary II - 1 semester - 1.5 credits Culinary III - 2 semester - 3 credits* **can replace last semester with an Internship*
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 - 4 semesters
College Credit	College credit may be available through Dual Enrollment and/or PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $275 Year 2 - estimated supply fee $150
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Dental Assistant

DESCRIPTION
The **Dental Assistant** program prepares individuals to provide patient care, conduct dental radiographs (x-ray photographs), prepare patients and equipment for dental procedures, and discharge office administrative functions under the supervision of dentists and dental hygienists. The program includes instruction in: medical recordkeeping, general office duties, reception and patient intake, scheduling, equipment maintenance and sterilization, basic radiography, pre- and post-operative patient care and instruction, chairside assisting, performing tooth and mouth impressions, and supervised practice. National Board, Inc. Students will complete the Radiation Health and Safety (RHS) Exam prior to clinical internship.

CAREER CONNECTION
License or Certification Information: Radiation Health and Safety (RHS) (DANB), American Heart Association Basic Life Support (CPR and AED) Certified, Bloodborne Pathogen Certificate **Career Pathway:** Dental Assistant, Dental Receptionist, Dental Lab Technician, Dental Hygienist, Dentist in any of the nine dental specialties **Occupational Profile:** https://www.onetonline.org/link/summary/31-9091.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Intro to Dental Assisting - 2 semesters - 3 credits Dental Assisting I - 1 semester - 1.5 credits Dental Assisting II - 1 semester - 1.5 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended). **Seniors only** - Successful completion of Intro to Dental Assisting, or 1 credit of Biology, or 1 credit of Anatomy & Physiology
Length of Program	2 - 4 semesters
College Credit	College credit may be available through PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $175 Year 2 – estimated supply fee $230
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Diesel Technologies

DESCRIPTION
The **Diesel Technologies** program prepares individuals to apply technical knowledge and skills to repair, service, and maintain diesel engines in vehicles such as automobiles, buses, ships, trucks, railroad locomotives, and construction equipment as well as stationary diesel engines in electrical generators and related equipment. The program includes instruction in: automotive safety, vehicle inspection, engine performance and repair, fuel systems, drive train, brake systems, suspension and steering systems, and electrical systems.

CAREER CONNECTION
License or Certification Information: Automotive Service Excellence (ASE) is the primary industry certification (ASE.com), 5 Student Certifications are offered. **Career Pathway:** Diesel Technician, Heavy Assembler, Field Operator **Occupational Profile:** https://www.onetonline.org/link/summary/49-3031.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Diesel Technologies I - 1 semester - 1.5 credits Diesel Technologies II - 1 quarter - 0.75 credits Diesel Technologies III - 1 quarter - 0.75 credits Diesel Technologies IV - 2 semesters - 3 credits* **can replace last semester with an Internship*
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 - 4 semesters.
College Credit	College credit may be available through PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $132 Year 2 - estimated supply fee $132
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Digital Animation

DESCRIPTION
The **Digital Animation** program prepares individuals to use computer applications and related visual and sound imaging to create animations and other visual effects for television, movies, video games, and other media. Students will develop in-depth understanding of 2D and 3D image capture, creation, and manipulation; audio and video recording and editing techniques; media management, distribution, and delivery; and specialized equipment operation and maintenance. 3D Animation students will explore the history and societal and economic impact of the animation industry and will examine legal and ethical considerations and business best practices unique to animation and related industries.

CAREER CONNECTION
License or Certification Information: Adobe Premiere Pro, Adobe After Effects, Visual Design using Photoshop, Adobe Animate CC **Career Pathways:** Digital Animator, Game Designer, Character Animator, Interactive Media Designer, Modeling, Texturing, Animation, Rigging, Dynamic Effects, Environmental Design, Visual Effects, Scientific Illustration, Architectural Visualization, Interior Design Visualization, Product Prototype Visualization, Training Simulation, and Courtroom Reenactment Visualization **Occupational Profile:** https://www.onetonline.org/link/summary/27-1014.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Digital Animation I - 1 Semester - 1.5 Credits Digital Animation II - 1 Semester - 1.5 Credits **Students enrolled in Year 1 of this program during the 2025-2026 school year will be given the option to take Digital Animation III in 2026-2027 (or a different program). For all new students beginning this program in July 2026, this program will be a one year program.*
Pre/Co Requisite	6 high school credits (required) and 2.0 GPA (recommended)
Length of Program	2 semesters*
College Credit	College credit may be available Dual Enrollment and/or PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $275 Year 2 - estimated supply fee $65*
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805*

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Early Childhood Education

DESCRIPTION
The **Early Childhood Education** program is designed to prepare individuals for employment in early childhood settings. This includes: instruction in child growth and development, child health, nutrition, safety, planning, supervision of developmentally-appropriate practices and learning activities, child guidance, family relationships, and parenting. Applicable legal and administrative requirements are also addressed. Preparation for the development and management of effective early childhood programs and facilities is included.

CAREER CONNECTION
License or Certification Information: Para Professional Praxis Certification (Seniors only), Food Handlers Certificate, CPR and First Aid Certificate, Bloodborne Pathogens certification, Child Find certification and Mandatory Reporting training **Career Pathway:** Preschool or Child Care Assistant Teacher, Recreation/Activities/Party Coordinator, Nanny, Family Care Provider, Elementary Education Aide, Certified Elementary Education Teacher (Early Childhood Endorsement) **Occupational Profile:** https://www.onetonline.org/link/summary/25-9042.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Early Childhood I - 1 semester - 1.5 credits Early Childhood II - 1 semester - 1.5 credits Early Childhood III - 2 semesters – 3 credits Early Childhood Internship – 1 semester – 1.5 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 - 4 semesters
College Credit	College credit may be available.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $195 Year 2 - estimated supply fee $50
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Electrical and Power Transmission

DESCRIPTION
The **Electrical and Power Transmission** program prepares individuals to apply technical knowledge and skills to install indoor and outdoor residential, commercial, and industrial electrical systems. The program includes instruction in electricity, safety procedures, wiring, insulation and grounding, schematic blueprint interpretation, equipment operation and maintenance, and applicable codes and standards.
CAREER CONNECTION
License or Certification Information: Occupational Safety & Health Administration (OSHA) 10, Lock Out Tag Out certification, NCCER Electrical Level 1, NCCER Core **Career Pathway:** Electrician Apprentice, Electrical Technician **Occupational Profile:** https://www.onetonline.org/link/summary/49-9051.00
PROGRAM & COURSE INFORMATION

Program Courses & Course Sequence	Electrical and Power Transmission I - 1 semester - 1.5 credits Electrical and Power Transmission II - 1 semester - 1.5 credits Electrical Apprenticeship - 8 semesters - 3 credits/year
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 semesters plus optional 4-year Apprenticeship
College Credit	College credit may be available through PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $152 Apprenticeship – estimated supply fee $17
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Apprenticeship Year 1 - $5,805 estimate Apprenticeship Year 2, 3, 4 - $2,500/year

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Emergency Medical Technician

DESCRIPTION
The **Emergency Medical Technician** program prepares individuals to recognize, assess, and manage medical emergencies in the pre-hospital environment. This program will develop the student's confidence, knowledge, and skills in performing critical assessment and management of patients with medical and trauma-related life threats. It also focuses on the development of an EMT's critical role as a team member during patient crisis situations. This program includes instruction in: emergency medical services, medical, legal and ethical issues, pharmacology, anatomy and physiology, medical terminology, patient assessment and treatment, and emergency medical services operations.

CAREER CONNECTION
License or Certification Information: EMT Certification; Certification available through the National Registry of Emergency Medical Technicians (NREMT). Students under the age of 18 may complete the NREMT exam but will not be able to apply for EMT certification in the State of Arizona until they turn 18 years of age. For more information on the NREMT, visit nremt.org**.** American Heart Association Basic Life Support (CPR and AED) Certified, Bloodborne Pathogen Certificate **Career Pathway:** Emergency Medical Technician, Emergency Room Tech, Firefighter, Paramedic **Occupational Profile:** https://www.onetonline.org/link/summary/29-2042.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Intro to Emergency Medical Technician - 2 semesters - 3 credits Emergency Medical Technician I - 1 semester - 1.5 credits Emergency Medical Technician II - 1 semester - 1.5 credits
Pre/Co Requisite	6 high school credits (required) and 2.0 GPA (recommended) **Seniors only** – successful completion of Intro to Emergency Medical Technician, or 1 credit of Biology, or 1 credit Anatomy & Physiology
Length of Program	2 - 4 semesters
College Credit	College credit may be available through PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fees $175 Year 2 - estimated supply fees $370
ESA & Out of Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Engineering (formerly Future Engineers)

DESCRIPTION
The **Engineering** program prepares students to apply basic engineering principles and skills to various projects. This includes instruction in engineering support functions for research, production, and operations, and applications to specific engineering specialties. Students learn to apply concepts and tools as they learn about the different disciplines and opportunities within the fields of engineering. Throughout the program, students learn and develop problem-solving skills by tackling real-world engineering problems. This program prepares students for jobs as entry-level engineering technicians and/or for continuing education programs in related fields. Students will apply basic engineering principles and technical skills to support engineers engaged in a wide variety of projects. Includes instruction in various engineering support functions, including preparation in the areas of research, production, and operations.

CAREER CONNECTION
License or Certification Information: OSHA 10, Certified SolidWorks Associate (CSWA) **Career Pathway:** Engineering Technician, Engineering Support Specialists, Manufacturing Planner Assistant Methods Procurement Analyst Assistant, Engineering Product Lifecycle Management – Product Data Mgmt Specialist, Production Engineering – Manufacturing Planner, and Engineers (which would require further postsecondary education) **Occupational Profile:** https://www.onetonline.org/link/summary/17-2199.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Introduction to Engineering I - 1 Semester - 1.5 credits Introduction to Engineering II - 1 Semester - 1.5 credits Applied Engineering III - 1 Semester - 1.5 credits Applied Engineering IV - 1 Semester - 1.5 Credits* **can replace last semester with an Internship*
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2-4 semesters
College Credit	College credit may be available through Dual Enrollment and PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $100 Year 2 - estimated supply fee $110
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Power
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Power

Fashion Design and Merchandising

DESCRIPTION
The **Fashion Design and Merchandising** program prepares individuals for employment or advanced postsecondary coursework in fashion design production, apparel sales, custom fashion design, supervisory positions in apparel manufacturing, and as buyers for retail establishments. The program includes instruction in fashion design, production and selection, wholesale purchasing, sales and promotion. Throughout the l program, students will develop advanced critical thinking, career development, applied academic skills, employability skills, basic business practices and leadership skills required for entry into fashion design and merchandising occupations.

CAREER CONNECTION
License or Certification Information: RISE-Up Customer Service and Sales, RISE-Up Retail Industry Fundamentals. **Career Pathway:** Visual Merchandiser, Fashion Designer, Sales and Distribution, Fabric/Textile Designer, Fashion Journalist, Retail Management **Occupational Profile:** https://www.onetonline.org/link/summary/27-1022.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Fashion Design & Merchandising I - 1 semester - 1.5 credits Fashion Design & Merchandising II - 1 semester - 1.5 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 semesters
College Credit	College credit may be available.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $185
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Film & TV Production

DESCRIPTION
The **Film & TV Production** program prepares individuals to produce digital films and videos (including news broadcasts, commercials and public service announcements, feature films and documentaries, episodic serials, music videos, educational videos, and others) and to work in a variety of on- and off-camera positions within traditional and emerging video production industries. Students also explore the history and societal and economic impact of the video production industry and will examine legal and ethical considerations and business best practices unique to film and TV production and related industries. Throughout the program, students learn and practice valuable real-world skills using professional-grade video production equipment and industry standard video and audio editing software and visual effects, motion graphics, and compositing applications to create high-quality media products.

CAREER CONNECTION
License or Certification Information: Adobe Certified Associate (ACA) Premiere Pro, ACA Visual Design using Photoshop, ACA Visual Effects and Motion Graphics, FAA Certification: Drones, Adobe Video Design **Career Pathway:** Cinematographer, Editor, Director, Script Writer, Independent Filmmaker, Producer, Film/Video Production Crew E.g., Grip, Gaffer, Sound Mixer, Camera Operator, Production Assistant, Script Supervisor **Occupational Profile:** https://www.onetonline.org/link/summary/27-4031.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Film & TV I - 1 semester - 1.5 credits Film & TV II - 1 semester - 1.5 credits **Students enrolled in Year 1 of this program during the 2025-2026 school year will be given the option to take Film & TV III in 2026-2027 (or a different program). For all new students beginning this program in July 2026, this program will be a one year program.*
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 semesters*
College Credit	College credit may be available.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $90 Year 2 - estimated supply fee $235*
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805*

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Fire and Emergency Services

DESCRIPTION
The **Fire and Emergency Services** program focuses on the principles, theory, and practices associated with the management of fire operations, firefighting services, and community fire issues. The Fire Service program includes instruction in: fire protection history and theory, incident command leadership, administration of public fire organizations, labor relations, emergency medical services management, fire emergency response strategies and mitigation, legal and regulatory responsibilities, budgeting, public relations, and organizational leadership.

CAREER CONNECTION
License or Certification Information: CPR, Wildland Fire Fighter Certificate, National Emergency Medical technician (NREMT), Fire 1 & Fire 2 certification, HAZMAT **Career Pathway:** Firefighter, EMT, Fire Inspector, Wildland Firefighter, Paramedic **Occupational Profile:** https://www.onetonline.org/link/summary/33-2022.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Fire Science I - 1 semester - 1.5 credits Fire Science II - 1 semester - 1.5 credits Fire Science III - 1 semester - 1.5 credits Fire Science EMT - 1 semester - 1.5 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 - 4 semesters
College Credit	College credit may be available.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $450 Year 2 - estimated supply fee $425
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Graphic Design

DESCRIPTION
The **Graphic Design** program prepares individuals to use technical expertise, creativity, and esthetic principles to design and create visual concepts that meet specific commercial or promotional needs, as well as inspire, inform, and captivate consumers. The program includes instruction in operations and maintenance of specialized computer hardware and design-related technology tools; the principles and elements of design; digital imaging; typographical concepts and techniques; page layout and design; the role of the graphic designer, the history and societal and economic impact of the graphic design industry, and legal and ethical considerations and business best practices unique to graphic design and related industries. Throughout the program, students learn and practice valuable real-world skills using industry standard graphic design software to create professional-grade design projects.

CAREER CONNECTION
License or Certification Information: ACP- Adobe Illustrator, Adobe InDesign, Photoshop **Career Pathway:** Photographer, Videographer, Graphic Designer, Web Designer, Social Media Designer, Commercial Printer or Digital Pre-Press Artist **Occupational Profile:** https://www.onetonline.org/link/summary/27-1024.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Graphics Design I - 1 semester - 1.5 credits Graphics Design II - 1 semester - 1.5 credits **Students enrolled in Year 1 of this program during the 2025-2026 school year will be given the option to take Graphics III in 2026-2027 (or a different program). For all new students beginning this program in July 2026, this program will be a one-year program.*
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 semesters*
College Credit	College credit may be available through Dual Enrollment.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $120 Year 2 - estimated supply fee $95*
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805*

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Heating, Ventilation, Air Conditioning, and Refrigeration

DESCRIPTION
The **Heating, Ventilation, Air Conditioning, and Refrigeration (HVACR)** program prepares individuals to apply technical knowledge and skills to repair, install, service and maintain the operating condition of heating, air conditioning, and refrigeration systems. The program includes instruction in diagnostic techniques, the use of testing equipment and the principles of mechanics, electricity, and electronics as they relate to the repair of heating, air conditioning and refrigeration systems.

CAREER CONNECTION
License or Certification Information: OSHA 10, HVAC EPA 608, NCCER Core and HVAC Level 1 **Career Pathway:** HVAC Technician, Wholesale Factory Representative, Installer, Sales Representative **Occupational Profile:** www.onetonline.org/link/summary/49-9021.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	HVACR I - 1 semester - 1.5 credits HVACR II - 1 semester - 1.5 credits HVACR Apprenticeship - 8 semesters - 3 credits/year
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 semesters and optional 4-year Apprenticeship
College Credit	College credit may be available.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $177 Apprenticeship - estimated supply fee $17
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Apprenticeship Year 1 - $5,805 estimated Apprenticeship Years 2,3,4 - $2,500/year

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

High-Tech Manufacturing

DESCRIPTION
The **High-Tech Manufacturing** program provides students with hands-on experience to be able to apply tools and processes in working with equipment in various high-tech fields. This includes developing an understanding of scientific, industrial and engineering advances used to improve the efficiency, quality and productivity of operations. Being able to monitor processes, inspect produced goods and services, propose measures and process improvements to enhance operations, ensure reliability of systems, and to minimize downtime, errors, and defects to ensure products meet established quality standards and industry benchmarks.
CAREER CONNECTION
License or Certification Information: OSHA 10, Six Sigma - White & Yellow Belts **Career Pathway:** Manufacturing Technician, Manufacturing Specialists, Machinist, Assembly Mechanic, Assembly Technician, Fabrications Specialist, Assembly and Test Technician, Composite Technician, Quality Control Technician, Quality Control Specialists, or Inspectors. **Occupational Profile**: Manufacturing Engineers 17-2112.03, Quality Control Analysts 19-4099.01
PROGRAM & COURSE INFORMATION

Program Courses & Course Sequence	Introduction to Manufacturing I - 1 Semester - 1.5 credits Introduction to Manufacturing II - 1 Semester - 1.5 credits Manufacturing III -1 semester-1.5 credits Manufacturing IV or Internship-1 semester-1.5
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	4 Semesters
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 – estimated supply fee $132 Year 2 – estimated supply fee $132
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Year 2 – $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Power
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Power

Interior Design & Architecture (formerly Interior Design)

DESCRIPTION
The **Interior Design and Architecture** program is an intensive, one-year program that prepares students with foundational knowledge and practical skills in the built environment. Blending interior design principles with architectural understanding, this course introduces students to space planning, building systems, construction components, materials, and digital drafting tools. Students will explore human-centered design, sustainability, and code compliance while developing technical drawings, 3D renderings, and real-world design solutions. Through hands-on projects, mock client experiences, and a culminating capstone, students will complete with a professional portfolio, industry exposure, and a clear pathway toward postsecondary education or entry-level positions in interior architecture, design, or related fields.
CAREER CONNECTION
License or Certification Information: Autodesk Certified User (ACU) – AutoCAD, Autodesk Certified User (ACU) – 3D Max, Chief Architect Certified Apprentice **Career Pathway:** Interior Design Assistant; Architectural Assistant; Drafting Technician; Design Showroom Associate, Furniture & Home Decor Sales Consultant, Kitchen and Bath Design Assistant; Junior Project Coordinator; Interior or Architecture Office Assistant. **Occupational Profile:** https://www.onetonline.org/link/summary/27-1025.00
PROGRAM & COURSE INFORMATION

Program Courses & Course Sequence	Interior Design & Architecture I - 1 semester - 1.5 credits Interior Design & Architecture II- 1 semester - 1.5 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 semesters
College Credit	College credit may be available.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $205
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Massage Therapy

DESCRIPTION
The **Massage Therapy** program prepares individuals to provide relief and improved health and well-being to clients through the application of manual techniques for manipulating skin, muscles, and connective tissues. The program includes instruction in: Western (Swedish) massage, sports massage, myotherapy/trigger point massage, myofascial release, deep tissue massage, reflexology, massage safety and emergency management, client consultation, practice management styles, applicable state regulations, and professional standards and ethics.

CAREER CONNECTION
License or Certification Information: Licensed Massage Therapist, CPR and First Aid **Career Pathway:** Massage Therapist in various settings such as day spas and resorts, Chiropractic Assistant, Private Practice owner **Occupational Profile:** www.onetonline.org/link/summary/31-9011.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Massage Therapy I - 1 semester - 1.5 credits Massage Therapy II - 1 semester - 1.5 credits Massage Therapy III - 2 semesters - 3.0 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	4 semesters
College Credit	College credit may be available.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $120 Year 2 - estimated supply fee $180
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Massage Therapy – 4 Hour Accelerated Program

DESCRIPTION
The **Massage Therapy** program prepares individuals to provide relief and improved health and well-being to clients through the application of manual techniques for manipulating skin, muscles, and connective tissues. The program includes instruction in: Western (Swedish) massage, sports massage, myotherapy/trigger point massage, myofascial release, deep tissue massage, reflexology, massage safety and emergency management, client consultation, practice management styles, applicable state regulations, and professional standards and ethics.
CAREER CONNECTION
License or Certification Information: Licensed Massage Therapist, CPR and First Aid **Career Pathway:** Massage Therapist in various settings such as day spas and resorts, Chiropractic Assistant, Private Practice owner **Occupational Profile:** www.onetonline.org/link/summary/31-9011.00
PROGRAM & COURSE INFORMATION

Program Courses & Course Sequence	Massage Therapy I: Block - 1 semester - 2 credits Massage Therapy II: Block - 1 semester - 2 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 semesters
College Credit	College credit may be available.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $180
ESA & Out-of-Boundaries Tuition	Year 1 - $7,745

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon) *Saturdays once a month for clinical	12:00pm -4:00pm *Saturday 8:00am - 2:00pm	Main

Medical Assistant

DESCRIPTION
The **Medical Assistant** program prepares individuals to provide medical office administrative services and perform clinical duties including patient intake and care, routine diagnostic and recording procedures, pre-examination and examination assistance, and the administration of medications and first aid. The program includes instruction in: basic anatomy and physiology, medical terminology, medical law and ethics, patient psychology and communications, medical office procedures, and clinical diagnostic, examination, testing, and treatment procedures.

CAREER CONNECTION
License or Certification Information: Certifications include Bloodborne Pathogens, Registered Medical Assistant, American Heart Association Basic Life Support (BLS) Cardiopulmonary Resuscitation (CPR), Certified EKG Technician, Certified Phlebotomy Technician **Career Pathway:** Medical Assistant, Phlebotomy Technician, EKG Technician **Occupational Profile:** https://www.onetonline.org/link/summary/31-9092.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Intro to Medical Assisting - 2 semesters - 3 credits Medical Assisting I - 1 semester - 1.5 credits Medical Assisting II - 1 semester - 1.5 credits
Pre/Co Requisite	At least 6 high school credits (required) and a 2.0 GPA (recommended). **Seniors only** - Successful completion of Intro to Medical Assisting, or enrolled in the 4-hour Accelerated Program.
Length of Program	4 semesters **Note:** Students may be required to obtain a fingerprint clearance card for a clinical practicum. Students will need a negative TB test for a clinical practicum.
College Credit	College credit may be available through PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $175 Year 2 - estimated supply fee $415
ESA & Out of Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main, Power
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main, Power

Medical Assistant – 4 Hour Accelerated Program

DESCRIPTION
The **Medical Assistant 4-Hour Accelerated Program** prepares individuals to provide medical office administrative services and perform clinical duties including patient intake and care, routine diagnostic and recording procedures, pre-examination and examination assistance, and the administration of medications and first aid. The program includes instruction in: basic anatomy and physiology, medical terminology, medical law and ethics, patient psychology and communications, medical office procedures, and clinical diagnostic, examination, testing, and treatment procedures.

CAREER CONNECTION
License or Certification Information: Certifications include Registered Medical Assistant, American Heart Association Basic Life Support (BLS) Cardiopulmonary Resuscitation (CPR), Certified EKG Technician, Certified Phlebotomy Technician **Career Pathway:** Medical Assistant, Phlebotomy Technician, EKG Technician **Occupational Profile:** https://www.onetonline.org/link/summary/31-9092.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Medical Assisting 1 Block - 1 semester - 2 credits Medical Assisting II Block - 1 semester - 2 credits
Pre/Co Requisite	**Seniors Only** At least 6 high school credits (required) and a 2.0 GPA (recommended).
Length of Program	2 Semesters Note: Students may be required to obtain a fingerprint clearance card for a clinical practicum. Students will need a negative TB test for a clinical practicum.
College Credit	College credit may be available through PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	1 year program - estimated supply fee $415
ESA & Out-of-Boundaries Tuition	Year 1 - $7,745

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	7:00am - 11:00am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm – 4:00pm	Main

Mental & Social Health Technician

DESCRIPTION
The **Mental & Social Health Technician** program is an introduction to: social work, mental health case work, clinical interviews, therapeutic intervention strategies, patient testing and evaluation procedures, patient and family counseling, social rehabilitation, patient care planning, record-keeping, and support services liaison activities. The program includes instruction in mental health theory, applied psychopathology, patient communication and management, crisis intervention, psychotropic medication, mental health treatment procedures, substance abuse, record-keeping, clinical administrative skills, and applicable standards and regulations.
CAREER CONNECTION
License or Certification Information: Mental Health Technician, Article 9 Certification, Psychological First Aid, CPR and First Aid **Career Pathway:** Behavioral Health Technicians, Case Manager, Parent Aides, Family Advocates, Respite Care Worker and Paraprofessional Counselors **Occupational Profile:** https://www.onetonline.org/link/summary/21-1023.00
PROGRAM & COURSE INFORMATION

Program Courses & Course Sequence	Mental and Social Health Technician I - 1 semester - 1.5 credits Mental and Social Health Technician II - 1 semester – 1.5 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 semesters. In the 4th quarter, students may complete Mental & Social Health Clinicals. **Note:** Students will be required to obtain a fingerprint clearance for their internship.
College Credit	College credit may be available through PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $280
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Nail Technician

DESCRIPTION
The **Nail Technician** program will provide students with an interest in cosmetic arts, to learn the skills needed to enter the industry and work in a salon and/or nail salon providing customers with manicures and pedicures and related services.

CAREER CONNECTION
License or Certification Information: Nail Tech License **Career Pathway:** Nail Technician **Occupational Profile:** Manicurists and Pedicurists 39-5092.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Nail Technician I - 1 semester - 2.0 credits Nail Technician II - 1 semester - 2.0 credits
Pre/Co Requisite	10 HS Credits (required) and At Least 16 years old (proof required) 2.0 GPA (recommended).
Length of Program	2 semesters
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $330
ESA & Out-of-Boundaries Tuition	Year 1 - $7,745

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	7:00am - 11:00am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 4:00pm	Main

Network Security

DESCRIPTION
The **Network Security** program prepares individuals to assess the security needs of computer and network systems, recommend safeguard solutions, and manage the implementation and maintenance of security devices, systems, and procedures. The program includes instruction in analysis, testing, troubleshooting, and evaluating of existing network systems, such as local area network (LAN), wide area network (WAN), Internet systems or a segment of a network system, and performance of network maintenance to ensure networks operate correctly with minimal interruption. Throughout the program, students will enhance their technical knowledge and skills that are associated with functions of application integrity, cyber threat management, and infrastructure security within Network Technologies' occupations.

CAREER CONNECTION
License or Certification Information: CompTIA Network+, CompTIA Security +, CCNA **Career Pathway:** Network Technician, Network Administrator, Wireless Network Engineer, Networking Security Engineer, Network Architect, etc., Computer Network Support Specialists. **Occupational Profile:** https://www.onetonline.org/link/summary/15-1231.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Network Security I - 1 semester - 1.5 credits Network Security II - 1 semester - 1.5 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 semesters
College Credit	College credit may be available through Dual Enrollment.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $150
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Nursing Assistant

DESCRIPTION
The **Nursing Assistant** program prepares individuals to perform routine nursing-related services to patients in hospitals or long-term care facilities; under the training and supervision of a registered nurse or licensed practical nurse. The program includes instruction in infection control, communication and interpersonal skills, safety and emergency procedures, personal care skills, and basic nursing skills. Direct patient care training & instruction is facilitated in the classroom, lab and clinical settings.

CAREER CONNECTION
License or Certification Information: Bloodborne Pathogens, American Heart Association Basic Life Support (BLS) Cardiopulmonary Resuscitation (CPR). AZ Board of Nursing Certified Nursing Assistant License Certification and licensure available through the AZ Board of Nursing. All nursing assistant applicants for certification must have legal presence in the United States, as defined in A.R.S. 32-1606 (B)(17), and will not be issued a nursing assistant certificate if they have one or more felony convictions and have not yet received an absolute discharge from the sentences for all felony convictions three or more years before the date of filing an application for certification. Applicants will be fingerprinted to permit the Department of Public Safety to obtain State and Federal criminal history information. All applications with a positive history or investigation may be ineligible for certification. All testing will be conducted on-site at EVIT. For more information on the Arizona State Board of Nursing Licensure requirements, visit www.azbn.gov . www.azbn.gov/licensure-certification/applications-forms **Career Pathway:** Nursing Assistant, Licensed Practical Nurse, Registered Nurse, Nurse Practitioner, Physician's Assistant, Doctor **Occupational Profile:** https://www.onetonline.org/link/summary/31-1131.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Intro to Nursing Assistant - 2 semesters - 3 credits (Optional) Nursing Assistant I - 1 semester - 1.5 credits Nursing Assistant II - 1 semester - 1.5 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended). **Seniors only** – successful completion of Intro to Nursing Assistant, or 1 credit of Biology, or 1 credit of Anatomy & Physiology, or 1 credit of Chemistry
Length of Program	2 - 4 semesters
College Credit	College credit may be available through PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $175 Year 2 - estimated supply fee $315
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main, Power, Red Mountain HS
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm – 2:35pm	Main, Power, Red Mountain HS

Pet Grooming

DESCRIPTION
The **Pet Grooming** program will provide students with an interest in pet care with knowledge in Canine anatomy, pet health and safety, pet behaviors, pet grooming techniques, and pet grooming business planning skills. After completing this program students will have the skills needed to work in a pet grooming facility and possibly to start their own pet grooming business.

CAREER CONNECTION
License or Certification Information: Cat and Dog First Aid Certification (through the Red Cross) https://www.redcross.org/take-a-class/first-aid/cat-dog-first-aid **Career Pathway:** Pet Groomer, Veterinary assistant, Kennel attendant, Receptionist, or a Pet sitter **Occupational Profile:** https://www.onetonline.org/link/summary/39-2021.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Pet Grooming I - 1 semester - 1.5 credits Pet Grooming II - 1 semester - 1.5 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended).
Length of Program	2 semesters
College Credit	College credit may be available through PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $322
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Power
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Power

Pharmacy Technician

DESCRIPTION
The **Pharmacy Technician** program prepares individuals to prepare medications, provide medications and related assistance to patients, manage pharmacy clinical and business operations. The program includes instruction in medical and pharmaceutical terminology, principles of pharmacology and pharmaceutics, drug identification, pharmacy laboratory procedures, prescription interpretation, patient communication and education, safety procedures, recordkeeping, measurement and testing techniques, pharmacy business operations, prescription preparation, logistics and dispensing operations, and applicable standards and regulations.

CAREER CONNECTION
License or Certification Information: Pharmacy Technician Certification available through the Pharmacy Technician Certification Board (PTCB). Students must be 18 years of age and within 60 days of high school graduation to apply to take the test and obtain a fingerprint clearance card. For more information on the PTCB, visit www.ptcb.org. Students who successfully pass the PTCB exam can apply for a Pharmacy Technician License with the State of Arizona at pharmacy.az.gov. **Career Pathway:** Pharmacy Technician, Pharmacist **Occupational Profile:** https://www.onetonline.org/link/summary/29-2052.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Pharmacy Technician I - 1 semester - 1.5 credits Pharmacy Technician II - 1 semester - 1.5 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended) *Prerequisite: Successful completion of 1 credit of Anatomy & Physiology*
Length of Program	2 semesters
College Credit	College credit may be available through PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $120
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Physical Therapy Technician

DESCRIPTION
The **Physical Therapy Technician** program prepares individuals to assist doctors of physical therapy or doctors of chiropractic in the treatment of patients with medical conditions and functionally-limiting injuries. The program includes instruction in medical terminology, principles of rehabilitation and physical therapy, outpatient care, long term care, home health care, personal training, patient communication and education. Students will participate in job shadowing and/or clinical practice in physical therapy or chiropractic offices or clinics.

CAREER CONNECTION
License or Certification Information: Certified Personal Trainer (NASM), Bloodborne Pathogen Certificate, American Heart Association (BLS) **Career Pathway:** Physical Therapy Technician, Physical Therapy Assistant, Chiropractic Assistant, Athletic Trainer, Personal Trainer, Certified Strength and Conditioning Specialist **Occupational Profile:** https://www.onetonline.org/link/summary/31-2021.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Introduction to Physical Therapy - 2 semesters - 3 credits Physical Therapy Technician I - 1 semester - 1.5 credits Physical Therapy Technician II – 1 semester – 1.5 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended) **Seniors only** – successful completion of Introduction to Physical Therapy, or a Sports Medicine program, or 1 credit of Anatomy and Physiology
Length of Program	2 - 4 semesters
College Credit	College credit may be available through PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $175 Year 2 - estimated supply fee $200
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Plumbing Service and Repair Technician

DESCRIPTION
The **Plumbing Service and Repair Technician** program will provide individuals with technical understanding and skills development and integrates theory with practical experience. Through the program, the student develops skills in piping techniques and procedures, plumbing and piping systems, residential and commercial system installations, blueprint reading and isometric interpretation.

CAREER CONNECTION
License or Certification Information: OSHA 10, NCCER Core, NCCER Plumbing Level 1, CPR/First Aid **Career Pathway:** Plumbing Apprentice, Plumbing Specialist, Public or Private Water Treatment Engineer, Waste-Water Engineer **Occupational Profile:** www.onetonline.org/link/summary/47-2152.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Plumbing I - 1 semester - 1.5 credits Plumbing II - 1 semester - 1.5 credits Plumbing Apprenticeship - 8 semesters - 3 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 semesters plus 4-year Apprenticeship
College Credit	College credit may be available.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $152 Apprenticeship - estimated supply fee $17
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Apprenticeship Year 1 - $5,805 estimated Apprenticeship Years 2,3,4 - $2,500/Year

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Radio & Audio Production

DESCRIPTION
In the **Radio & Audio Production** program students gain hands-on experience in professional audio and broadcast production in a state-of-the-art recording studio (Pulse Records), and a 15,000-watt student-run radio station (88.7 FM/The Pulse). Students learn to set up, operate, and maintain microphones, speakers, recording systems, mixing boards, cables, connectors, and other related electronics. Students receive training in live sound, audio recording, editing, and sound engineering while learning to collaborate with producers, directors, artists, and production managers. This program emphasizes practical experience with industry-standard audio editing software, enabling students to create professional-grade media projects. Students develop skills in announcing, content development, programming, music discovery, selection, and scheduling. They also explore podcasting, community engagement, public affairs programming, interviewing, sports broadcasting, and live engineering. Students work with broadcast-specific software for music scheduling and station automation while studying FCC rules, compliance, and radio sales and marketing.

CAREER CONNECTION
License or Certification Information: Avid Associate Certification Pro Tools Artist, Certified Radio Operator **Career Pathway:** On-Air Talent, Podcaster, Sound Engineering, Marketing and Promotions Professional, Commercial Production, Radio Journalism, Sports Anchor/Reporter, Sports Play-by-Play Announcer or Analyst, Public Relations, Digital Media, Freelance Music Production, Live Audio Technician, Sales and Marketing Professional, Voice Over Artist, Broadcast Engineer, Recording Engineer, Radio Program Director & MMJ. **Occupational Profile:** https://www.onetonline.org/link/summary/27-4011.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Introduction to Radio and Audio Production - 1 semester - 1.5 credits Radio and Audio Production II - 1 semester - 1.5 credits Radio and Audio Production III - 2 semesters - 3 credits* ** last semester may be replaced with an internship*
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 - 4 semesters
College Credit	College credit may be available through Dual Enrollment.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $95 Year 2 - estimated supply fee $60
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Software & App Design

DESCRIPTION
The **Software & App Design** program prepares individuals to apply basic engineering principles and technical skills to support engineers in developing, implementing, and evaluating computer software and program applications. Throughout the program, students learn how to program, programming languages, databases, user interfaces, networking and warehousing, encryption and security, software testing and evaluation, and customization.

CAREER CONNECTION
License or Certification Information: Certified IT Specialist, Unity Certified Uses (UCU) Programmer **Career Pathway:** Software Engineering, Computer Programming, Information Technologies, Mobile Application Designer **Occupational Profile:** https://www.onetonline.org/link/summary/15-1255.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Software & App Design I - 1 semester - 1.5 credits Software & App Design II - 1 semester - 1.5 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 semesters
College Credit	College credit may be available through PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $65
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Sterile Processing Technician

DESCRIPTION
The **Sterile Processing Technician** program prepares individuals to apply technical knowledge and skills for the decontamination, inspection, assembly, and sterilization of surgical instruments and surgical supplies. Instruction includes understanding of surgical instruments, general cleaning of equipment, package wrapping techniques, assembly of instruments on surgical trays, surgical supply, sterilization methods, sterile storage, patient care equipment, linen folding, and distribution. Once students understand the basic concepts and skills, they utilize what they have learned at a clinical site.
CAREER CONNECTION
Licensure or Certification Information: Year 1 - Basic Life Support, CPR, AHA; Year 2 - Sterile Processing Technician **Career Pathways:** Central Processing Technician (CPT), Central Service Technician (CST), Central Sterile Supply Technician (CSS Technician), Certified Registered Central Service Technician (CRCST), Instrument Technician, Sterile Preparation Technician, Sterile Processing and Distribution Technician (SPD Technician), Sterile Processing Technician, Sterile Technician, Sterilization Technician **Occupational Profile:** www.onetonline.org/link/summary/31-9093.00
POSTSECONDARY PROGRAM & COURSE INFORMATION

Length of Program	Intro to Sterile Processing I/II - 2 Semesters - 3 credits Sterile Processing III/IV - 2 Semesters* - 2 Credits ***Note:** Clinical rotations are required in Year 2 of the program (minimum 425 hours). Students will complete the program once the clinical hours are completed therefore this may go beyond the end of the second semester.
Prerequisites	6 high school credits (required) and a 2.0 GPA (recommended). **Seniors only** – successful completion of Intro to Sterile Processing, or 1 credit of Biology, or 1 credit of Anatomy & Physiology, or 1 credit of Chemistry.
Length of Program	2-4 Semesters plus additional times to complete clinicals if needed
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $175 Year 2 – estimated supply fee $255
ESA & Out-of-Boundaries Tuition Technology Requirements	Year 1 – $5,805 Year 2 - $7,745

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:30am (year 1) 7:00am - 11:00am (year 2)*	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:30 pm (year 1) 12:00pm - 4:00pm (year 2)*	Main

Technology Device Maintenance

DESCRIPTION
The **Technology Device Maintenance** program prepares individuals to design, develop, install, implement, use, and manage computers and various computer devices. Students will develop effective methods to troubleshoot problems using effective communication skills by asking key questions, listening for technical problems and, in turn, explaining problems in an understandable way. Throughout the program, students learn and use appropriate diagnostic tools to assess and diagnose problems on computers, laptops, iPads, printers and/or cellphones. Advanced critical thinking skills will be developed with applied interpersonal relations, life skills, business, economic, and leadership skills as well as workplace employability skills.

CAREER CONNECTION
License or Certification Information: CompTIA A+ Certification; TestOut PC Pro **Career Pathway:** IT Technician, Computer Repair Technician, Help Desk, Network Technician **Occupational Profile:** https://www.onetonline.org/link/summary/49-2011.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Technology Device Maintenance I - 1 semester - 1.5 credits Technology Device Maintenance II - 1 semester - 1.5 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 semesters
College Credit	College credit may be available through Dual enrollment and/or PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $150
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main

Veterinary Assistant

DESCRIPTION
The **Veterinary Assistant** program prepares students to provide assistance in patient management, care, and clinical procedures. The program includes instruction in anatomy, physiology, medical terminology, nutrition, animal behavior and restraint, client communication, office administration, animal growth and development, animal diseases, infection control, animal reproduction, pharmacology procedures, surgical assisting procedures, diagnostic imaging procedures and dental assisting procedures.

CAREER CONNECTION
License or Certification Information: NAVTA Approved Veterinary Assistant, Burn Out Certificate, Fear Free, Certified Peace Euthanasia **Career Pathway:** Entry Level Careers: Veterinary assistant, Kennel attendant, Receptionist, Pet sitter, Groomer's assistant, Military, and Assistant laboratory animal technician (ALAT). Technical Level Careers: Veterinary technician, Animal control officer, Livestock officer, Laboratory animal technician (LAT), Groomer. Farrier, Field technician, Lab technician, Emergency animal medical technician (EAMT), Certified veterinary practice manager (CVPM), Animal trainer, Zoo guest services and Wildlife rehabilitation. Professional Level Careers: Pharmaceutical sales, Animal law, Veterinarian, Management, Research, Zoo keeper, Pathologist, and Epidemiologist **Occupational Profile:** https://www.onetonline.org/link/summary/31-9096.00

PROGRAM & COURSE INFORMATION	
Program Courses & Course Sequence	Veterinary Assistant I - 1 semester - 1.5 credits Veterinary Assistant II - 1 semester - 1.5 credits Veterinary Assistant III* - 2 semesters – 3.0 credits
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended) **Students must successfully complete Veterinary Assistant I/II, and demonstrate a handling proficiency with live animals in order to take Veterinary Assistant III which includes a 120-hour clinical rotation in a veterinary setting.*
Length of Program	2-4 semesters
College Credit	College credit may be available.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $185 Year 2 - estimated supply fee $165
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Power
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Power

Welding Technologies

DESCRIPTION
The **Welding Technologies** program prepares individuals to acquire welding techniques and be product verified with weldment testing. They will develop a working knowledge of blueprint reading, and the welding processes for Shielded Metal ARC Welding (SMAW), Gas Metal Arc Welding (GMAW), Flux Cored ARC Welding (FCAW), and Gas Tungsten ARC Welding (GTAW) with the use of thermal cutting equipment. Students will learn about the tools and equipment for the welding trade.
CAREER CONNECTION
License or Certification Information: https://www.aws.org/certification/page/home AWS Certifications and OSHA 10, ASME 9 Orbital Welding Certification. **Career Pathway:** Apprenticeships, Cutter, Arc Welder, Combination Welder, Fitter Welder, Helper, MIG Welder, Pipe Welder, TIG Welder, Welder, Weld inspection, Sales **Occupational Profile:** www.onetonline.org/link/summary/51-4121.00
PROGRAM & COURSE INFORMATION

Program Courses & Course Sequence	Welding I - 1 semester - 1.5 credits Welding II - 1 semester - 1.5 credits Welding IIIA - 2 Semesters - 3 Credits* **can replace last semester with an Internship* ***Apprenticeships also available*
Pre/Co Requisite	6 high school credits (required) and a 2.0 GPA (recommended)
Length of Program	2 - 4 semesters. In the 4th semester, students may take Welding IIIB or Welding Internship.
College Credit	College credit may be available through PLA.
Technology Requirements	Refer to the Technology Requirements & Usage section.
Supply Fees	Year 1 - estimated supply fee $157 Year 2 - estimated supply fee $97 Apprenticeship – estimated supply fee $17
ESA & Out-of-Boundaries Tuition	Year 1 - $5,805 Year 2 - $5,805 Apprenticeship - $2,500/year

Start Date	End Date	Days	Times	Campus
July 27, 2026	May 26, 2027	Monday - Friday, daily (morning)	8:00am - 10:35am	Main, Power
July 27, 2026	May 26, 2027	Monday - Friday, daily (afternoon)	12:00pm - 2:35pm	Main, Power

Version Actions

2026.06.04 – Posted Catalog (2026.06.04 version) to website

2026.06.29 – The following updates (2026.06.29) were made:

- Tuition Refunds
- Needle Stick and Sharps Injury Protocol
- Absent Students on the Day of Drug Screening
- Aircraft Mechanics Program Page
- Electrical and Power Transmission Program Page
- HVACR Program Page
- Plumbing Services and Repair Technician Program Page
- Welding Technologies Program Page