

Catalog Addendum

Tuition and Fees

Program*	Tuition	Supplies	Admin. Fee**	Reg. Fee**	Program Cost***
Electrical Technology	\$10,140.00	\$1,280.00	\$100.00	\$100.00	\$11,620.00
Electronic Systems Technology	\$10,140.00	\$1,280.00	\$100.00	\$100.00	\$11,620.00
<p>*Tuition, supplies, administration, and registration fees are mandatory. **Registration and Administration fees are non-refundable. ***Total Program Cost does not account for any reduction in cost(s) for transfer credit(s). Total program cost does not include Other Fees as listed that may apply.</p>					
Program	Program Length*				
Electrical Technology	600 Clock Hours				
Electronic Systems Technology	600 Clock Hours				
*Program length is based on scheduled class times.					
Program	Title IV Eligible*	VA Benefits Eligible**			
Electrical Technology	X				
Electronic Systems Technology	X				
<p>*Financial Aid is available for those who qualify. **Eligibility is based on qualifying requirements.</p>					

Other Fees

- **Repeat Course Fee** (Comprehensive Medical Assisting Only) - \$221.00 per credit hour (subject to course availability)
- **Reentry Fee** - \$100.00
- **Internal Transfer Fee** - \$50.00
- **Unreturned or Damaged Equipment or Resource Items** - The cost to replace or fix the item will be charged.
- **Late Charge** - A \$10.00 late fee may be charged if a payment is more than 15 days past due.
- **Returned Check Fee** - A \$40.00 service charge will be charged for any checks presented to Florida Academy that do not clear the financial institution.
- **EPA Exam Retake Fee**- \$50.00 (HVAC/R Technology)
- **Charges for Exceeding Scheduled Completion Date for Clock Hour Programs**
Students, who do not complete an enrolled program by the *Scheduled Completion Date* listed on the student's Enrollment Agreement, are required to make cash payments for any hours or services not completed by this date. Payments are calculated as the average program hourly rate (Program Tuition/Total Clock Hours) multiplied by the number of outstanding clock hours. This payment obligation cannot be included in a financial aid package or VA educational benefits.

General Admissions Policies

Florida Academy requires all students to be at least eighteen (18) years of age as of the first day of class. All admissions requirements must be met to enroll in any Florida Academy program of study to include:

- Personal/Virtual interview with the admissions department
- Ability to meet participation expectations of the enrolled program
- Submit a completed, signed Enrollment Agreement
- Submit proof of a high school diploma, or its equivalent, or GED with a passing score
- Submit a valid photo identification
- Initial meeting with a Financial Aid representative and/or Bursar, as applicable
- Submit official transcript(s) for all applicable institutions if requesting a transfer of credit(s) evaluation

Students must begin a new program by the second (2nd) scheduled academic day of the latest scheduled course of the first term. Students must meet all admissions requirements within ten (10) consecutive calendar days of the class start.

Note: For students enrolling in programs that require registration/licensure/certification in order to practice the profession, please be aware that criminal histories may prohibit students from acquiring professional credentials.

Admissions Policies for Students using Veteran Affairs (VA) Education Benefits

In addition to the General Admissions Policies, the following policies are required for compliance with the VA State Approving Agency of Florida.

- The VA requires all previous transcripts be submitted for review of transferrable credit. A written record that clearly indicates that appropriate previous education and training has been evaluated and granted, with training time shortened and tuition reduced proportionately, will be maintained. This includes Joint Service Transcripts for students that served in the military. All transcripts must be received within the first two weeks of the student's program start date.
- A copy of the servicemember's DD-214 and/or Certificate of Eligibility
- A signed Shopping Sheet
- Submission of form 22-1990, 22-1995, 22-5490, or 22-5495 to the VA. The correct form is dictated by benefit chapter being utilized and dependency status.
- In accordance with Title 38 US Code 3679 subsection (e), this school adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation & Employment (Ch. 31) benefits, while payment to the institution is pending from the VA. This school will not:
 - Prevent the student's enrollment;
 - Assess a late penalty fee to the student;
 - Require the student to secure alternative or additional funding; or
 - Deny the student access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

However, to qualify for this provision, such students may be required to:

- Produce the VA Certificate of Eligibility (COE) by the first day of program/course start;
- Provide a written request to be certified; and/or
- Provide additional information needed to properly certify the enrollment as described in other institutional policies.

Reentry Admissions

- Any student seeking reentry must have approval of the Reentry Committee and/or designee.
- Students may not reenter more than twice for the purpose of completing a prior program enrollment.
- Students are required to wait a minimum of 30 calendar days from previous date of determination of withdrawal before reentry.
- Reentry students must meet with Financial Aid and/or Bursar prior to reentry, as applicable.
- Prior to reentry, students must bring current any prior financial arrangements made with the Bursar as well as make financial arrangements for any expected balance upon reentry.
- Students reentering after 365 calendar days must repeat any courses in which all hours were not completed during previous enrollments.
- Students may be required to demonstrate mastery by achieving a satisfactory score on an assessment for courses previously completed. The assessment may be written and/or a skills proficiency demonstration.
- Students reentering a program will be charged a registration fee and a reentry fee.
- Submit a completed, signed Enrollment Agreement or Enrollment Agreement Addendum.

Course Numbering

Florida Academy's course numbering system is designed only to represent the course student is enrolled in for identification purposes and is not representative of any prerequisites required for the program unless notated in course description.

Please see full School Catalog for further policies and details.

Electrical Technology

Objective

The Electrical Technology program will provide training for entry level employment in the electrical industries conducting construction installation, equipment and facility repair, and maintenance activities.

Description

Students who enroll in the 600-clock hour Electrical Technology program will acquire knowledge and skills to install, operate, maintain, and repair electric apparatus and systems such as residential, commercial, and industrial electric-power wiring; and DC and AC motors, controls, and electrical distribution panels. Includes instruction in the principles of electronics and electrical systems, wiring, power transmission, safety, industrial and household appliances, job estimation, electrical testing and inspection, and applicable codes and standards.

Requirements for Program Completion/Graduation

- Successfully complete all courses in the program Course Listing with a minimum passing grade of 75%.
- Fulfill all financial obligations to Florida Academy.
- Students who received subsidized, unsubsidized, or PLUS loans under the William D. Ford Federal Direct Loan (Direct Loan) Program or the Federal Family Education Loan (FFEL) Program, must complete exit counseling when the following occur:
 - drop below half-time enrollment;
 - graduate; or
 - leave school.
- Submit a completed Application to Exit form to the Registrar.
- Complete all exit interviews scheduled by the Registrar.

Credentials Issued Upon Successful Completion

Upon successful completion of this course of study, students have the ability to earn-the following certificates/recognitions: OSHA 10-Hour Survey Card, and Florida Academy Electrical Technology Diploma.

Textbooks and Supplies

Electrical Technology-Textbooks	ISBN	Author	Publisher
Electrical Level 1 NCCERConnect 2.0 with Pearson eText -- Student Access Card, 10th Edition	9780136908524	NCCER	Pearson
Electrical Level 2 NCCERConnect 2.0 with Pearson eText -- Student Access Card, 10th Edition	9780136897712	NCCER	Pearson
Electrical Level 3 NCCERConnect 2.0 with Pearson eText -- Student Access Card, 10th Edition	9780136905028	NCCER	Pearson
Electrical Level 4 NCCERConnect 2.0 with Pearson eText -- Student Access Card, 10th Edition	9780136911081	NCCER	Pearson

Supplies required to be furnished by the student:

- Pens, pencils, highlighter, notebook
- Wireless device with internet, video, and audio capabilities
- Calculator

Course Listing

Electrical Technology-Course Listing			
Course #	Course Name	Credit Hours	Clock Hours
STF001	Skilled Trades Foundations	N/A	56
ELE001	Electrical Basics	N/A	236.5
ELE002	Electrical Distribution and Applications	N/A	307.5
	Total Credit Hours/Clock Hours	0	600

Course Descriptions

Electrical Technology				
Course #	Course Name	Lecture Hours	Lab Hours	Total Hours
STF001	Skilled Trades Foundations (Prerequisite: None)	21	35	56
This course introduces the student to topics necessary as a foundation in skilled trades and electrical. Topics include basic safety; OSHA 10-hour safety; and Electrical fundamentals.				
ELE001	Electrical Basics (Prerequisite: STF001)	109	127.5	236.5
This course includes elemental to Electrical training. Topics include electrical currents; electrical theory; National Electrical Code®; device/junction boxes; conductors; grounding; fittings; circuit breakers; and control systems				
ELE002	Electrical Distribution and Applications (Prerequisite: STF001, ELE001)	130	177.5	307.5
This course builds on skilled trades foundations and electrical basics to further the students understanding and to instruct students in electrical technology. Topics include load calculations; conductor selections; applications of lighting; hazardous locations; transformers; health care facilities; distribution equipment; transformers; controls; alarm systems commercial electrical; and voltage terminations.				
	Total Hours	260	340	600

*Lecture, lab, and total hours by course may vary depending upon class progression.

Electronic Systems Technology

Objective

The Electronic Systems Technology program will provide training for entry level employment in the electronic and low voltage service industries conducting installation, equipment repair and replacement, and maintenance/service activities.

Description

Students who enroll in the 600-clock hour Electronic Systems Technology program will receive training in the installation and maintenance of electrical systems found in residential, commercial, and industrial facilities. Course work will include such topics as AC/DC theory, basic wiring practices, programmable logic controllers, industrial motor controls, applications of the National Electric Code and other subjects.

Requirements for Program Completion/Graduation

- Successfully complete all courses in the program Course Listing with a minimum passing grade of 75%.
- Fulfill all financial obligations to Florida Academy.
- Students who received subsidized, unsubsidized, or PLUS loans under the William D. Ford Federal Direct Loan (Direct Loan) Program or the Federal Family Education Loan (FFEL) Program, must complete exit counseling when the following occur:
 - drop below half-time enrollment;
 - graduate; or
 - leave school.
- Submit a completed Application to Exit form to the Registrar.
- Complete all exit interviews scheduled by the Registrar.

Credentials Issued Upon Successful Completion

Upon successful completion of this course of study, students have the ability to earn the following certificates/recognitions: OSHA 10-Hour Survey Card, and Florida Academy Electronic Systems Technology Diploma.

Textbooks and Supplies

Electronic Systems Technology-Textbooks	ISBN	Author	Publisher
Electrical Level 1 NCCERConnect 2.0 with Pearson eText -- Student Access Card, 10th Edition	9780136908524	NCCER	Pearson
Electrical Level 2 NCCERConnect 2.0 with Pearson eText -- Student Access Card, 10th Edition	9780136897712	NCCER	Pearson
Electronic Systems Technician Level 3 NCCERConnect 2.0 with Pearson eText -- Student Access Card, 4th Edition	9780136844358	NCCER	Pearson
Electronic Systems Technician Level 4 NCCERConnect 2.0 with Pearson eText -- Student Access Card, 4th Edition	9780136844211	NCCER	Pearson

Supplies required to be furnished by the student:

- Pens, pencils, highlighter, notebook
- Wireless device with internet, video, and audio capabilities
- Calculator

Course Listing

Electronic Systems Technology-Course Listing			
Course #	Course Name	Credit Hours	Clock Hours
STF001	Skilled Trades Foundations	N/A	56
ELE001	Electrical Basics	N/A	236.5
EST001	Low Voltage Applications	N/A	307.5
	Total Credit Hours/Clock Hours	0	600

Course Descriptions

Electronic Systems Technology				
Course #	Course Name	Lecture Hours	Lab Hours	Total Hours
STF001	Skilled Trades Foundations (Prerequisite: None)	21	35	56
This course introduces the student to topics necessary as a foundation in skilled trades and Electrical. Topics include basic safety; OSHA 10-hour safety; and Electrical fundamentals.				
ELE001	Electrical Basics (Prerequisite: STF001)	109	127.5	236.5
This course includes elemental to Electrical training. Topics include electrical currents; electrical theory; National Electrical Code®; device/junction boxes; conductors; grounding; fittings; circuit breakers; and control systems				
EST001	Low Voltage Applications (Prerequisite: STF001, ELE001)	123.5	184	307.5
This course builds on skilled trades foundations and electrical basics to further the students understanding and to instruct students in electronic systems technology. Topics include fiber optics and broadband; wireless communication; maintenance and repair; audio and video systems; telecommunication systems; residential and commercial networks; alarm systems; CCTV; and access control systems.				
	Total Hours	253.5	346.5	600

*Lecture, lab, and total hours by course may vary depending upon class progression.