We are ... West Georgia Tech

Decision Book

Degrees, Diplomas & Certificates

www.westgatech.edu
We are ... West Georgia Tech

West Georgia Technical College prepares you for an ever-changing world. At West Georgia Tech, you're part of a developing workforce, tuned-in to the latest career technologies. You're surrounded by people who love what they do and have a passion for the skills they teach. You'll be encouraged to develop the talents and confidence to succeed in your chosen field.

Known for career education, West Georgia Tech offers a wealth of opportunities to prepare you for your future. We provide more than 100 degree, diploma and certificate programs in the business, healthcare, technical, skilled trades, and personal care fields. Each program was created in response to industry needs and is kept up-to-date with the support of local advisory boards. What happens in our classrooms reflects what goes on every day in industry, so we know our graduates are well-prepared to succeed.

Imagine your future with WGTC!

As set forth in its student catalog, West Georgia Technical College does not discriminate on the basis of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, veteran status, or citizenship status (except in those special circumstances permitted or mandated by law). Equity (Title IX) coordinator is V.P. of Student Affairs, ADA (Section 504) coordinator is V.P. of Administrative Services. Both are located at 401 Adamson Square, Carrollton, Georgia. 678.664.0400

West Georgia Technical College is a unit of the Technical College System of Georgia.
A look inside ...

Accessibility. You shouldn’t have to stop life to start school. West Georgia Tech offers accessible education with locations in Carroll, Coweta, Douglas, Haralson, Heard, Meriwether and Troup counties which are open days and evenings for your convenience. You can also take advantage of a range of online courses developed to extend your learning beyond the traditional classroom. Last year, 36.4 percent of students took at least one course online.

Adaptability. West Georgia Tech offers adaptable learning avenues, no matter what your education level. Whether you’re in high school adding a technical certificate to graduation, pursuing a GED, getting technical training to compliment a bachelor’s degree or looking for new opportunities, your career choices are limitless. From child care to dental hygiene, from computer technology to automotive technology, West Georgia Tech’s programs offer high-quality skills for life-long success.

Experience. In the hands of faculty with real-world experience, you’ll gain valuable firsthand knowledge. Small classroom environments ensure one-on-one contact and clear understanding of curriculum.

Activities. If academics aren’t enough, the College offers a variety of student activities to complement professional as well as extra-curricular development. Involvement with Student Leadership Council provides opportunities for community service and practical business experiences. Other organizations relate to programs of study such as Phi Beta Lambda for Business students, Lambda Alpha Epsilon for Criminal Justice students, Delta Epsilon Chi for Marketing students, and the Student American Dental Hygienists’ Association for Dental Hygiene students. Phi Theta Kappa, an honor society for two-year colleges, is open to students who maintain a minimum 3.5 grade point average.

The College also offers Golden Knights Athletics — Men’s and Women’s Basketball, Women’s Volleyball, Women’s Softball and Baseball.

Facilities. At West Georgia Tech, classrooms and labs help bridge the academic and career experience. Students use real-world equipment, enabling work on real-world projects. In addition, many health services programs offer on-site clinical training. Many students get the opportunity to put their skills to action in live-work settings. This standard of instruction ensures West Georgia Tech graduates are well prepared for careers after college.
A look inside ...

Affordable education. West Georgia Technical College offers over 100 programs at a reasonable cost, far below that of a university. Your cost will vary according to program length and part- or full-time enrollment.

Financial Aid. West Georgia Tech participates in state and federally funded student-aid programs including part-time employment through Federal Work Study (FWS), the Pell Grant and the HOPE Scholarship and Grant. Several local scholarships have also been established for financial assistance. Information on these and other programs is available through a West Georgia Tech representative or an admissions counselor.

Admissions process. WGTC admits students on a first-to-qualify and space-available basis, except for Health Services programs which include a competitive selection process. Applications are available at any campus or online at www.westgatech.edu.

1. Submit an application with a one-time $25 application fee
2. Submit an official high school or GED transcript
3. Submit official transcripts from any other colleges or technical schools attended
4. Provide scores of adequate placement testing results (SAT, ACT, Compass, or ASSET taken within the past 5 years) or complete the ASSET or COMPASS placement test with WGTC

Accreditations. West Georgia Technical College is accredited by the Southern Association of Colleges and Schools Commission on Colleges to award associate degrees. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097 or call 404-679-4500 for questions about the accreditation of West Georgia Technical College. The Commission should be contacted only if there is evidence that appears to support the College’s significant non-compliance with a requirement or standard.

Program Accrediting Agencies:
- Accreditation Council for Business Schools and Programs (ACBSP)
- Business Administration Technology
- Marketing Management
- Business Management

American Dental Association
Automotive Service Excellence (ASE)
Commission on Accreditation of Allied Health Education Programs (CAAHEP)
- Medical Assisting, under recommendation of the Medical Assisting Education Review Board (MAERB)
- Surgical Technology, under Accreditation Review Committee on Education in Surgical Technology (ARC-ST)

Georgia Board of Licensed Practical Nurses
Georgia Board of Nursing
Joint Review Committee on Education in Radiologic Technology (JRCERT)
National Accrediting Agency for Clinical Laboratory Sciences (NAACLS)
National League for Nursing Accrediting Commission (NLNAC)

Regulating Agencies:
- Georgia Board of Cosmetology
- Georgia Department of Community Health
- Georgia Firefighter Standards and Training Council
- Georgia State Board of Barbersing

Cost

Financial Aid

Admissions

Accreditations

West Georgia Technical College is a unit of the Technical College System of Georgia.
**Associate Degrees**  
*Designed to be completed in 24 months*

- Accounting
- Business Administrative Technology
- Business Management
- Clinical Laboratory Technology
- Computer Information Systems
  - Computer Support Specialist
  - Networking Specialist
- Criminal Justice
- Culinary Arts
- Dental Hygiene
- Early Childhood Care and Education
- Electronics Technology
- Fire Science Technology
- Health Information Technology
- Marketing Management
- Radiologic Technology
- Registered Nursing

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**Technical Diplomas**  
*Designed to be completed in 15-24 months*

- Accounting
- Air Conditioning Technology
- Automated Manufacturing Technology
- Automotive Technology
- Barbering
- Business Administrative Technology
- Business Management
- Computer Information Systems
  - Computer Support Specialist
  - Networking Specialist
- Cosmetology
- Criminal Justice
- Culinary Arts
- Diesel Equipment Technology
- Drafting Technology
- Early Childhood Care and Education
- Electrical Control Systems
- Electrical Systems Technology
- Electronics Technology
- Fire Science Technology
- Industrial Mechanical Systems
- Industrial Systems Technology
- Machine Tool Technology
  - CNC Technology
  - Machine Tool Technology
- Marketing Management
- Medical Assisting
- Practical Nursing
- Surgical Technology
- Welding and Joining Technology
Technical Certificates
■ Designed to be completed in less than one year

Accounting
- Office Accounting Specialist

Air Conditioning
- Air Conditioning Electrical Technician
- Air Conditioning Repair Specialist
- Air Conditioning Technician Assistant

Automotive
- Automotive Chassis Technician
- Automotive Climate Control Technician
- Automotive Electrical/Electronic Systems Technician
- Automotive Engine Performance Technician
- Automotive Engine Repair Technician
- Automotive Transmission/Transaxle Technician Specialist

Business Administration
- Administrative Support Assistant
- Medical Billing Clerk
- Medical Front Office Assistant
- Medical Language Specialist
- Microsoft Excel Application Professional
- Microsoft Office Applications Professional
- Microsoft Word Application Professional
- Technical Specialist

Business Management
- Service Sector Management Specialist

CAD Operator
- Commercial Truck Driving
- Computer Information Systems Game Development Specialist

Cosmetology
- Shampoo Technician
- Help Desk Specialist
- Internet Specialist
- Web Site Developer
- PC Repair and Network Technician

Culinary Services
- Food Production Worker I
- Prep Cook

Dental Assisting
- Advanced
- Basic

Early Childhood Care and Education
- Child Development Specialist
- Early Childhood Care and Education Basics
- Infant/Toddler Child Care Specialist

Electrical Systems Technology
- Commercial Wiring
- Photovoltaic Systems Installation and Repair Technician
- Residential Wiring Technician

Emergency Services
- Advanced Emergency Medical Technician
- Emergency Medical Technician
- Emergency Medical Responder

Firefighter I

Geriatric Care Assistant

Healthcare Assistant

Healthcare Science

Heavy Diesel Service Technician

Industrial Electrician

Machine Tool
- Basic Machining Operator
- CNC Specialist

Medical Coding

Nurse Aide

Pharmacy Assistant

Phlebotomy Technician

Radiography
- Computed Tomography Specialist
- Mammography

Welding
- Advanced Shielded Metal Arc Welder
- Basic Shielded Metal Arc Welder
- Gas Metal Arc Welder
- Gas Tungsten Arc Welder
- Pipe Welder
Associate Degrees

**Accounting**
The Accounting associate degree program is a sequence of courses that prepares students for a variety of careers in accounting in today’s technology-driven workplaces. Learning opportunities develop academic, technical, and professional knowledge and skills required for job acquisition, retention, and advancement. **Career Opportunities:** Graduates may find employment as accounting clerks, bookkeepers, junior accountants, payroll clerks, tax preparers or cost accountants.

**Business Administrative Technology**
The Business Administrative Technology associate degree program is designed to prepare graduates for employment in a variety of positions in today’s technology-driven workplaces. The program emphasizes the use of word processing, spreadsheet, and presentation applications software. Students are also introduced to accounting fundamentals, electronic communications, internet research, and electronic file management. The program includes instruction in effective communication skills and terminology that encompasses office management and executive assistant qualification and technology innovations for the office. Additionally, the program provides opportunities to upgrade present knowledge and skills or to retrain in the area of administrative technology. **Career Opportunities:** Graduates may find employment opportunities as an executive administrative assistant, executive secretary or in a related field.

**Computer Information Systems**

**Computer Support Specialist**

The Computer Information Systems associate degree programs provide students with an understanding of the concepts, principles, and techniques required in computer information processing. Program graduates are to be competent in the general areas of humanities or fine arts, social or behavioral sciences, and natural sciences or mathematics, as well as in the technical areas of computer terminology and concepts, program design and development, computer networking fundamentals, and computer applications. **Career Opportunities:** Graduates may find employment in end-user support, systems integration, PC repair/installation, LAN hardware support, commercial software support, and computer hardware/software sales.

**Networking Specialist**

Graduates may find employment in network installation and maintenance, networking administration, network operating systems support, and hardware repair/maintenance. **Career Opportunities:** Graduates may find employment as network administrators, system administrators, network support technicians, and network analysts. **Career Opportunities:** Graduates may find employment in computer programming, systems analysis, network administration, and computer support.

**Criminal Justice**
The Criminal Justice Technology associate degree program is a sequence of courses that prepares students for criminal justice professions. Learning opportunities develop academic, occupational, and professional knowledge and skills required for job acquisition, retention, and advancement. The program emphasizes a combination of criminal justice theory and practical application necessary for successful employment. Completion of the Criminal Justice Technology associate degree does not ensure certification of officer status in Georgia. Students must seek such certification from the Peace Officer Standards and Training (P.O.S.T.) Council. **NOTE:** Prospective students need to know that they will be required to meet all applicable employment requirements, including satisfactory background and criminal checks, in order to qualify for some internships and to gain employment in most law enforcement settings. A felony and/or aggravated misdemeanor conviction may bar students from completing the program. A felony and/or aggravated misdemeanor conviction also may preclude the student from obtaining employment in the Criminal Justice profession.

**Culinary Arts**
The Culinary Arts associate degree program is a sequence of courses that prepares students for the culinary profession. Learning opportunities develop academic, occupational, and professional knowledge and skills required for job acquisition, retention, and advancement. The program emphasizes a combination of culinary theory and practical application necessary for successful employment. **Career Opportunities:** Graduates who are current practitioners will benefit through enhancement of career potential. Entry-level persons will be prepared to pursue diverse opportunities in the culinary field as cooks, bakers, or caterers/culinary managers.

**Dental Hygiene**
The Dental Hygiene associate degree program is a sequence of courses that prepares students for the dental profession. Learning opportunities develop academic, technical, and professional knowledge and skills required for job acquisition, retention, and advancement. Registered dental hygienists work in a variety of professional settings. The public is most familiar with dental hygienists in the private dental office, where they perform numerous critical services designed to detect and prevent diseases of the mouth. These include oral prophylaxis; examining the head, neck, and oral areas for signs of disease; educating patients about oral hygiene; taking or developing radiographs; and applying fluoride or sealants. In this setting, registered dental hygienists play a vital role in protecting the oral health of the American public.

**Career Opportunities:** Most dental hygienists work as part of a dental team in private dental practices. Other employment opportunities exist in Health Management Organizations, hospitals, military bases, and community clinics. Further career choices include working for dental supply companies, dental product or pharmaceutical companies, various government agencies or insurance companies. Many dental hygienists continue their education and complete advanced degrees that will allow them to teach dental hygiene or dental assisting, or become dental practice consultants, researchers, editors, dentists or professional writers.

**Early Childhood Care and Education**
The Early Childhood Care and Education associate degree program is a sequence of courses designed to prepare students for a variety of careers in the field of early childhood education. The program emphasizes a combination of early childhood care and education theory and practical application as well as general core competencies necessary for successful employment. **Career Opportunities:** Graduates may find employment as paraprofessionals in public schools; preschool teachers in Head Start, Early Head Start, or private schools; private household childcare workers; or self-employed childcare providers.

**Electronics Technology**
The Electronics Technology associate degree program is a sequence of courses designed to prepare students for careers in electronics professions. Learning opportunities develop academic, technical, and professional knowledge and skills required for job acquisition, retention, and advancement. The program emphasizes a combination of electronics technology theory and practical application necessary for successful employment using both manual and computerized electronics systems. **Career Opportunities:** Graduates may find employment as specialized industrial or specialized general electronics technicians, assemblers, testers, repairers, and calibrators.
Technical Diplomas

Accounting
The Accounting diploma program is a sequence of courses that prepares students for a variety of entry-level positions in accounting in today's technology-driven workplaces. Learning opportunities develop academic, technical, and professional knowledge and skills required for job acquisition, retention, and advancement.

Career Opportunities: Graduates may find employment as bookkeepers or accounting clerks in the areas of accounts receivable or accounts payable.

Air Conditioning Technology
The Air Conditioning Technology diploma program is a sequence of courses that prepares students for careers in the air conditioning industry. Learning opportunities develop academic, occupational, and professional knowledge and skills required for job acquisition, retention, and advancement. The program emphasizes a combination of air conditioning theory and practical application necessary for successful employment.

Career Opportunities: Graduates may find employment as air conditioning technicians.

Automated Manufacturing Technology
The Automated Manufacturing Technology diploma program is a planned sequence of carefully developed courses designed to prepare students to work as technicians in one of the various specialties in the field. Graduates are to be competent in the general areas of communications, mathematics, and interpersonal relations. In addition, graduates are to be competent to install, program, operate, maintain, service, and diagnose electromechanical equipment used in automated manufacturing applications.

Career Opportunities: Graduates may find employment as radiographers in the diagnostic field of radiology.

Registered Nursing
The Registered Nursing associate degree program is designed to provide nursing courses that when successfully completed award graduates an Associate Degree in Nursing (ADN). Graduates are then eligible to apply to take the National Council Licensure Examination for Registered Nurses (NCLEX-RN). Upon successful completion of the NCLEX-RN and licensure by the Georgia Board of Nursing, graduates are employable as registered nurses.

Career Opportunities: Graduates may find opportunities in a wide variety of settings, including, but not limited to, acute care in hospitals and long term care facilities, outpatient clinics, physicians’ offices, home health care agencies, private or governmental industries, schools, and hospice programs.

Health Information Technology
The Health Information Technology associate degree program is a sequence of courses designed to provide students with the technical knowledge and skills necessary to process, maintain, analyze, and report health information data according to legal, accreditation, licensure, and certification standards for reimbursement, facility planning, marketing, risk management, utilization management, quality assessment, and research. Program graduates will develop leadership skills necessary to serve in a functional supervisory role in various components of the health information system.

Career Opportunities: Graduates are prepared for professional positions in hospitals, physicians’ offices, state and federal health care agencies, clinics, managed care organizations, behavioral health facilities, consulting and law firms, ambulatory care facilities, information system vendors, insurance companies, and long-term care facilities.

Marketing Management
The Marketing Management associate degree program is designed to prepare students for employment in a variety of positions in today’s marketing and management fields. The Marketing Management program provides learning opportunities that introduce, develop, and reinforce academic and occupational knowledge, skills, and attitudes required for job acquisition, retention, and advancement. Additionally, the program provides opportunities to upgrade present knowledge and skills or to retrain in the area of marketing management.

Career Opportunities: Graduates may find employment as buyers, advertising managers, retail store managers, sellers, general merchandise salespersons, merchandise displayers, department managers, or any of many other marketing related jobs. Any of the above employment opportunities should provide the graduate experience to assist in opening his or her own business.

Automotive Technology
The Automotive Technology diploma program is a sequence of courses designed to prepare students for careers in the automotive service and repair profession. Learning opportunities enable students to develop academic, technical and professional knowledge and skills required for job acquisition, retention, and advancement. The program emphasizes a combination of automotive mechanics theory and practical application necessary for successful employment.

Career Opportunities: Graduates may find employment as automotive technicians qualified in the following service areas: engine performance, suspension and steering, brakes, electrical/electronic systems, and heating/air conditioning.

Business Management
The Business Management program is designed to prepare graduates for employment in a variety of positions in today’s technology-driven workplaces. The program emphasizes the use of word processing, spreadsheet, presentation, and database applications software. Students are also introduced to accounting fundamentals, electronic communications, internet research, and electronic file management. The program includes instruction in effective communication skills and technology that encompasses office management and executive assistant qualification and technology innovations for the office.

Career Opportunities: A graduate may find employment as a business administrative assistant, medical administrative assistant or in a related field.

Business Administration Technology
The Business Administrative Technology diploma program is designed to prepare graduates for employment in a variety of positions in today’s technology-driven workplaces. The program emphasizes the use of word processing, spreadsheet, presentation, and database applications software. Students are also introduced to accounting fundamentals, electronic communications, internet research, and electronic file management. The program includes instruction in effective communication skills and technology that encompasses office management and executive assistant qualification and technology innovations for the office.

Career Opportunities: Graduates may find employment as a business administrative assistant, medical administrative assistant or in a related field.
edge, skills, and attitudes required for job acquisition, retention, and advancement in management. **Career Opportunities:** Graduates may find employment as management and/or supervisor assistants or trainees or in related occupations.

**Computer Information Systems:**

**Career Opportunities:** Graduates may find employment in end-user support, systems integration, PC repair/installation, LAN hardware support, commercial software support, and computer hardware/software sales.

**Career Opportunities:** Graduates may find employment in network installation and maintenance, network administration, network operating systems support, and hardware repair/maintenance.

**Cosmetology**

The Cosmetology diploma program is a sequence of courses that prepares students for careers in the field of cosmetology. Learning opportunities develop academic and professional knowledge and skills required for job acquisition, retention, and advancement. The program emphasizes specialized training in safety, sanitation, state laws, rules, and regulations, chemistry, anatomy and physiology, skin, hair, and nail diseases and disorders, hair treatments and manipulations, hair shaping, hair styling, artificial hair, braiding/intertwining hair, chemical reformation and application, skin and nail care, hair coloring, hair lightening, reception, sales, management, math, reading, writing, interpersonal relations development, computer skills, employability skills, and work ethics. The curriculum meets state licensing requirements of the State Board of Cosmetology. **Career Opportunities:** Graduates are employable as cosmetology salespersons, cosmetologists, salon managers, or salon owners, or in related employment.

**Criminal Justice**

The Criminal Justice Technology diploma program is a sequence of courses that prepares students for Criminal Justice professions. Learning opportunities develop academic, occupational, and professional knowledge and skills required for job acquisition, retention, and advancement. The program emphasizes a combination of criminal justice theory and practical application necessary for successful employment. Completion of the Criminal Justice Technology diploma does not ensure certification of officer status in Georgia. Students must seek such certification from the Peace Officer Standards and Training (P.O.S.T.) Council. **Career Opportunities:** Graduates are employable in a variety of occupations, including correctional officers, private detectives and investigators, security guards, and police and sheriff’s patrol officers.

**Culinary Arts**

The Culinary Arts diploma program is a sequence of courses that prepares students for the culinary profession. Learning opportunities develop academic, occupational, and professional knowledge and skills required for job acquisition, retention, and advancement. The program emphasizes a combination of culinary theory and practical application necessary for successful employment. **Career Opportunities:** Graduates will be prepared to pursue diverse opportunities in the culinary field as cooks, bakers, or caterers/culinary managers.

**Diesel Equipment Technology**

The Diesel Equipment Technology diploma program is a sequence of courses designed to prepare students for careers in the diesel equipment service and repair profession. Learning opportunities enable students to develop academic, technical and professional knowledge and skills required for job acquisition, retention, and advancement. The program emphasizes a combination of truck, heavy equipment, marine systems, or emergency power generator repair theory and practical application necessary for successful employment depending on the specialization area a student chooses to complete. **Career Opportunities:** Graduates may find employment as entry-level diesel equipment technicians.

**Drafting Technology**

The Drafting Technology diploma program prepares students for employment in a variety of positions in the drafting field, such as drafter, CAD operator or Civil Tech based on the specialization area a student chooses to complete. The program provides learning opportunities which introduce, develop, and reinforce academic and technical knowledge, skills and attitudes required for job acquisition, retention, and advancement. Additionally, the program provides opportunities to upgrade present knowledge and skills or retrain in drafting practices and software. **Career Opportunities:** Graduates may find employment as drafter or in various other occupations in the drafting/AutoCAD field.

**Early Childhood Care and Education**

The Early Childhood Care and Education diploma program is a sequence of courses designed to prepare students for a variety of careers in the field of early childhood education. The program emphasizes a combination of early childhood care and education theory and practical application, as well as limited basic skills competencies necessary for successful employment. **Career Opportunities:** Graduates may find employment as private preschool teachers, household childcare workers, self-employed childcare providers, or Head Start assistants.

**Electrical Control Systems**

The Electrical Control Systems diploma program is a sequence of courses designed to prepare students for employment as electrical control technicians, or in related occupations. **Career Opportunities:** Graduates may find employment as industrial electricians, industrial control technicians, or in related occupations.

**Electronics Technology**

The Electronics Technology diploma program is a sequence of courses designed to prepare students for careers in electronics technology professions. Learning opportunities develop academic, technical, and professional knowledge and skills required for job acquisition, retention, and advancement. Program graduates are to be competent in the general areas of communications, mathematics, computer literacy, and interpersonal relations. The program emphasizes a combination of electronics technology theory and practical application necessary for successful employment using both manual and computerized electronics systems. **Career Opportunities:** Graduates may find employment as specialized industrial or specialized general electronics technicians, assemblers, testers, repairers, and calibrators.

**Fire Science Technology**

The Fire Science diploma program is a sequence of courses designed to prepare fire service personnel at all levels to become better officers and leaders. The program provides learning opportunities which introduce, develop, and reinforce academic and occupational knowledge, skills, and attitudes required for job acquisition, retention, and advancement. Additionally, the program provides opportunities to retrain and upgrade present knowledge and skills. **Career Opportunities:** Graduates may find employment as firefighters, leaders, and officers in the fire service industry.

**Industrial Mechanical Systems**

The Industrial Mechanical Systems diploma program provides instruction to prepare students for employment in a variety of positions within the industrial production equipment maintenance field. **Career Opportunities:** Graduates are prepared for entry-level employment or career advancement as industrial maintenance mechanics in a wide range of industrial settings.

**Industrial Systems Technology**

The Industrial Systems Technology diploma program is designed for the student who wishes to prepare for a career as an industrial systems technician/electrician. The diploma program teaches skills in industrial systems technology providing background skills in several areas of industrial maintenance including electronics, industrial wiring, motors, controls, PLCs, instrumentation, fluid power, mechanical, pumps and piping, and computers.
**Career Opportunities:** Graduates of the Industrial Systems Technology diploma program may find employment with any industrial enterprise or manufacturing concern. Maintenance skills will increase in demand as industry becomes more dependent on mechanized manufacturing and control systems. Program graduates will be trained to take their place within the maintenance structure of modern industrial concerns.

**Machine Tool Technology - CNC Technology**
The CNC Technology diploma program is a sequence of courses that prepares students for careers in the CNC technology field. The program emphasizes a combination of CNC theory and practical application necessary for successful employment. **Career Opportunities:** Graduates may find employment as CNC technicians or machine tool technicians or in a related field.

**Machine Tool Technology**
The Machine Tool Technology diploma program is a sequence of courses that prepares students for careers in the machine tool technology field. The program emphasizes a combination of machine tool theory and practical application necessary for successful employment. **Career Opportunities:** Graduates may find employment as machine tool technicians or in a related field.

**Marketing Management**
The Marketing Management diploma program is designed to prepare students for employment in a variety of positions in today’s marketing and management fields. **Career Opportunities:** Graduates may find employment as display managers, buyers, advertising managers, retail store managers, tellers, apparel trimmings sales representatives, fashion accessory salespersons, general merchandise salespersons, merchandise displayers, department managers, or many other marketing related jobs. Any of the above career opportunities may also provide graduates experience to assist in opening their own businesses.

**Medical Assisting**
The Medical Assisting diploma program prepares students for employment in a variety of positions in today’s medical offices. **Career Opportunities:** Graduates have many choices for future employment, including private physicians’ offices, clinics, emergency care facilities, hospitals, and other health care organizations. Positions include medical assistant, transcriptionist, receptionist, insurance clerk, office manager, EKG technician, lab assistant (phlebotomist), and private duty care. The field is presently experiencing rapid expansion, and the trend is expected to continue in the foreseeable future.

**Practical Nursing**
The Practical Nursing diploma program is designed to prepare students to write the NCLEX-PN for licensure as practical nurses. The program prepares graduates to give competent nursing care. This is done through a selected number of academic and occupational courses providing a variety of techniques and materials necessary to assist the student in acquiring the needed knowledge and skills to give competent care. A variety of clinical experiences is planned so that theory and practice are integrated under the guidance of the clinical instructor. **Career Opportunities:** Graduates may find employment as licensed practical nurses in hospitals, physicians’ offices, long-term care, rehabilitation therapy, clinics, and HMOs, or in related employment.

**Surgical Technology**
The Surgical Technology diploma program prepares students for employment in a variety of positions in the surgical field. **Career Opportunities:** Graduates may find employment as surgical technologists in hospitals, operating rooms, physicians’ offices, emergency rooms, ambulatory/day surgery centers, central supply and management roles.

**Welding & Joining Technology**
The Welding and Joining Technology diploma program is designed to prepare students for careers in the welding industry. **Career Opportunities:** Graduates may find employment as oxyfuel cutters, oxyacetylene welders, shielded metal arc welders, GTAW/TIG welders, GMAW/MIG welders, automatic cutting machine operators or in related occupations.

**Technical Certificates**

**Accounting - Office Accounting Specialist**
The Office Accounting Specialist certificate provides entry-level office accounting skills. Topics include principles of accounting, computerized accounting, and basic computer skills. **Career Opportunities:** Graduates may be employed as entry-level accounting assistants.

**Air Conditioning Electrical Technician**
The Air Conditioning Electrical Technician certificate program prepares students in the air conditioning area of study to acquire competencies in electricity related to installation, service, and maintenance of electrical systems. **Career Opportunities:** Graduates may find employment as service technician helper, in plant maintenance, or in sales.

**Air Conditioning Repair Specialist**
The Air Conditioning Repair Specialist certificate program is a series of courses designed to prepare students for positions in the maintenance and repair of air conditioning systems. A combination of theory and practical application provides for the necessary skills to support industry requirements. **Career Opportunities:** Graduates may find entry-level employment as air conditioning repair persons or in related occupations.

**Air Conditioning Technician Assistant**
The Air Conditioning Technician Assistant certificate is a series of courses that prepares students to hold positions as technician assistants in the HVACR field. **Career Opportunities:** Graduates may find entry-level employment as service technician helpers, in plant maintenance, or in sales.

**Automotive Chassis Technician**
The Automotive Chassis Technician Specialist certificate program provides students with skills needed to enter the automotive industry as an entry level chassis technician. Topics covered include shop safety; basic electrical/electronic theory and diagnosis; chassis components and types; steering system components and service; alignment theory and procedures; and brake system operation, diagnosis, and repair. **Career Opportunities:** Graduates may find employment as automotive front-end technician apprentices, technician’s helpers, suspension maintenance technicians, or general brake services technicians.

**Automotive Climate Control Technician**
The Automotive Climate Control Technician certificate program provides students with skills for entering the automotive service industry as an entry-level climate control technician. Topics covered include basic shop safety; electrical/electronic theory and diagnosis; and the theory, operation, diagnosis, and servicing of automotive climate control systems. **Career Opportunities:** Graduates may be employed as automotive air conditioning service technicians.

**Automotive Electrical/Electronic Systems Technician**
The Automotive Electrical/Electronic Systems Technician certificate program provides students with the knowledge and skills necessary to diagnose, service, and repair basic electrical/electronic automotive systems as an entry level technician. Topics covered include automotive shop safety, electrical theory and circuit diagnosis, automotive batteries, starting and charging systems, instrumentation, lighting, and various vehicle accessories. **Career Opportunities:** Graduates may find employment as automotive electrical diagnostic apprentices, technician’s helpers, general electrical electronic troubleshooting technicians, and vehicle maintenance technicians.

**Automotive Engine Performance Technician**
The Automotive Engine Performance Technician certificate program introduces students to the knowledge and skills they will need as entry-level automotive engine performance technicians. Topics covered include shop safety; electrical/electronics diagnosis; and diagnosis and service of fuel, ignition, emission, and electronic engine controls. **Career Opportunities:** Graduates may find employment as automotive tune up technician apprentices, technician’s helpers, general tune up service technicians, and vehicle maintenance technicians.

**Automotive Engine Repair Technician**
The Automotive Engine Repair Technician certificate program provides the student with entry-level automotive engine repair skills. Topics include basic shop safety, basic electrical/electronic diagnosis, principles of engine operation, basic engine diagnosis, and basic engine repair procedures. **Career Opportunities:** Graduates may find employment as automotive service technicians, automotive service manager, automotive service superintendent, automotive service salesperson, or automotive service manager.
Automotive Transmission/Transaxle Technician Specialist
The Automotive Transmission/Transaxle Technician Specialist certificate program provides students with the skills to enter the automotive industry as an entry-level transmission, transaxle, and drive line technician. Topics covered include shop safety, basic electrical/electronic theory and diagnosis, manual transmission/transaxle operation and diagnosis, automatic transmission/transaxle operation and diagnosis, axles operation and diagnosis, differentials operation and diagnosis, and 4WD/AWD systems operation and diagnosis. 

Career Opportunities: Graduates may find employment as automotive transmission/transaxle tech specialists.

BAT - Administrative Support Assistant
The Administrative Support Assistant certificate program prepares individuals to provide administrative support under the supervision of office managers, executive assistants, and other office personnel. Courses of study include introduction to computers, word processing, and office procedures.

Career Opportunities: Graduates may find employment as administrative support assistants or in a related field.

BAT - Medical Billing Clerk
The Medical Billing Clerk certificate program provides instruction in medical insurance and medical billing for reimbursement purposes.

Career Opportunities: Graduates may find employment in providers’ offices, hospitals, health insurance companies, home health agencies, and independent billing centers.

BAT - Medical Front Office Assistant
The Medical Front Office Assistant certificate program is designed to provide the educational opportunities to individuals that will enable them to obtain the knowledge and skills necessary to secure an entry-level position as a receptionist in a physician’s office, hospital, clinic, or other related areas. Technical courses apply to the degree or diploma program in office technology.

Career Opportunities: Graduates may find employment as medical office assistants or in a related field.

BAT - Medical Language Specialist
The Medical Language Specialist certificate program includes instruction in transcription, proofreading, and report analysis while applying medical terminology and computer application skills.

Career Opportunities: Graduates may find employment as medical language specialists or in a related field.

BAT - Microsoft Word Application Professional
The Microsoft Word Application Professional certificate program prepares students to be end users of Microsoft Word. The program emphasizes keyboarding and Microsoft Word operations necessary for successful employment. It provides short-term training for students desiring to progress in their occupation or who want to gain more technological understanding.

Career Opportunities: Graduates may find employment as administrative support assistants or in a related field.

BAT - Technical Specialist
The purpose of the Technical Specialist certificate program is to prepare students for positions in business that require technical proficiency to translate technical information to various audiences and in various formats using written and oral communication skills.

Career Opportunities: Graduates may find employment as automotive transmission/transaxle tech specialists.

BMG - Service Sector Management Specialist
The Service Sector Management Specialist certificate program prepares individuals to become supervisors in business and service related companies. Learning opportunities will introduce, develop, and reinforce students’ knowledge, skills, and attitudes required for job acquisition, retention, and advancement in management.

Career Opportunities: Graduates will be better prepared to function as managers in a service sector environment.

CAD Operator
The CAD Operator certificate program endows students with the prospect to continue on the career pathway toward advancement in the drafting profession. Additionally, the program provides opportunities to upgrade present knowledge and skills or to retrain in drafting practices and software. All courses in the CAD Operator certificate program are embedded in the Drafting Technology diploma program.

Career Opportunities: Graduates may find employment as specialized CAD operators in manufacturing environment or in related drafting positions such as land surveyors, mechanical drafters, or detailers for construction companies.

Commercial Truck Driving
The Commercial Truck Driving certificate program provides basic training in the principles and skills of commercial truck operations. The program is based on the definition of a truck driver as one who operates a commercial motor vehicle of all different sizes and descriptions on all types of roads. At the completion of the program, the student is administered the Georgia CDL Skills Exam.

Career Opportunities: Graduates may seek employment as Commercial Truck Drivers or related employment. Applicants must be 18 years of age for employment as an intrastate driver and 21 years of age for employment as an interstate driver. Program graduates who are under the age of 21 may drive a commercial truck only in Georgia; therefore, Career Opportunities may be limited until graduates reach the age of 21.

CIS - Game Development Specialist
The Game Development Specialist certificate program is designed to prepare students to work as entry-level game developers. The student will be able to design and implement a game. Emphasis will be placed on development for the PC platform.
Career Opportunities: Graduates may find employment as entry-level programmers, video game developers, or video game designers.

CIS - Help Desk Specialist
The Help Desk Specialist certificate program teaches how to maintain and troubleshoot computer hardware and software and be a support person to handle calls from customers.

Career Opportunities: Graduates may find employment as entry-level installation and maintenance technicians, hardware repair/maintenance technicians, and help desk technicians.

CIS - Internet Specialist Web Site Developer
The Internet Specialist Web Site Developer certificate program prepares the student to create and maintain professional, high-quality web sites. Program graduates will be competent in the technical areas of web design, including web graphic design, XHTML, scripting, web application server-side languages, database driven content, web project management, internet security, and mobile applications. Various software tools will be used throughout the curriculum, including Microsoft Visual Studio, Adobe Web Suite and/or open source products. The purpose of this certificate program is to provide training opportunities for persons either already employed in the computer industry or already trained in a related computer area who wish to upgrade their skills.

Career Opportunities: Graduates may find employment in the web design field or as freelance web designers.

CIS - PC Repair and Network Technician
The PC Repair and Network Technician certificate program prepares the student with the skills needed to perform personal computer troubleshooting and repair.

Career Opportunities: Graduates may find employment in entry-level installation and maintenance and hardware repair/maintenance occupations.

Cosmetology - Esthetician
The Esthetician certificate program is designed to offer esthetics training for entry-level students. Completion of the program prepares students to sit for the Esthetics licensure examination given by the Georgia State Board of Cosmetology and to work in a variety of professions that employ estheticians in beauty salons, spas, health clubs, cosmetics stores as well as plastic surgeons’ and dermatologists’ offices.

Career Opportunities: Graduates are employable as cosmetology salespersons, salon managers, or salon owners.

Criminal Justice Fundamentals
The Criminal Justice Fundamentals certificate program is a sequence of courses that prepares students for criminal justice professions. Learning opportunities develop academic, occupational, and professional knowledge and skills required for job acquisition, retention, and advancement. The program emphasizes a combination of criminal justice theory and practical application necessary for successful employment. Completion of the Criminal Justice Specialist certificate program may permit students to pursue entry-level opportunities in the criminal justice field.

Career Opportunities: Graduates qualify for entry-level employment that can lead to on-the-job training for certification as peace officers and may pursue positions with state, local, or federal agencies.

Criminal Justice - Crime Scene Fundamentals
The Crime Scene Fundamentals certificate program begins to introduce students to various careers in the rapidly growing field of forensic science. Students will gain introductory exposure to knowledge and skills that may encourage further academic preparation in careers in forensic technology in areas such as crime scene investigation, death investigation, laboratory technology, evidence technology, forensic computer science, and general forensic science or criminal justice fields.

Career Opportunities: Graduates will gain introductory exposure to knowledge and skills that may encourage preparation and departmental advancement in the areas of forensic technology or criminal justice.

Culinary Services—Food Production Worker I
The Food Production Worker I certificate program is designed to provide basic entry-level skills for employment in the food service industry as prep cooks and banquet/service prep workers.

Career Opportunities: Graduates may pursue diverse entry-level opportunities in the food service industry as prep cooks and banquet/service prep workers.

Culinary Services—Prep Cook
The Prep Cook technical certificate of credit provides skills for entry into the food services preparation area as a prep cook. Topics include food services history, safety and sanitation, purchasing and food control, nutrition and menu development and design, along with the principles of cooking.

Career Opportunities: Graduates may pursue diverse entry-level opportunities in the food services preparation area as prep cooks.

Dental Assisting—Advanced
The Advanced Dental Assisting certificate program prepares students for employment in a variety of positions in today's dental offices. The program provides learning opportunities that develop and reinforce academic and occupational knowledge, skills, and attitudes required for job acquisition, retention, and advancement. Additionally, the program provides opportunities to upgrade present knowledge and skills in the area of dental assisting.

Career Opportunities: Graduates may be employed as chairside assistants in general dentistry, pediatric dentistry, orthodontics, endodontics, oral surgery, periodontics, and prosthodontics. Other career opportunities include insurance coordinators, infection control coordinators, appointment control coordinators, dental office assistants, and dental hygiene assistants. Graduates of the Advanced Dental Assisting Certificate may be invited to participate in the Georgia Dental Association’s Expanded Duties Certificate Courses IV, V, and VI based on attendance and academic performance.

Dental Assisting—Basic
The Basic Dental Assisting certificate program prepares students for employment in a variety of positions in today's dental offices. The program provides learning opportunities that introduce academic and occupational knowledge, skills, and attitudes required for job acquisition and retention.

Career Opportunities: Graduates may be employed as chairside assistants in general dentistry and pediatric dentistry. Other career opportunities include infection control coordinators and dental hygiene assistants.

ECCE - Child Development Specialist
The Early Childhood Care and Education Child Development Specialist certificate program is a sequence of five courses designed to prepare students for a variety of careers in the field of early childhood education. The program emphasizes the basics needed for a career in early childhood, but this TCC also includes more content about planning curriculum and working in the field. In addition, the student may complete a practicum and work in a childcare program. Graduates have qualifications to be employed in early care and education settings, including childcare centers and Head Start.

Career Opportunities: Graduates may find employment as classroom assistants in private educational facilities and learning centers. (Bright from the Start recognizes this certificate as equivalent to a CDA for employment.)

ECCE - Early Childhood Care and Education Basics
The Early Childhood Care and Education (ECCE) Basics certificate program includes three basic Early Childhood Care and Education courses that are...
needed for entry-level workers. The program provides an introductory course to the ECCE field; a child growth and development course; and a health, safety, and nutrition course.

**Career Opportunities**: Graduates have qualifications to be employed in early care and education settings including childcare centers, and Georgia Pre-K programs. Bright from the Start (BFTS), the regulatory agency in Georgia, requires the basic knowledge included in this TCC for a person to be a lead teacher in a childcare center and family day care center.

**ECCE - Infant/Toddler Child Care Specialist**
The Early Childhood Care and Education Infant/Toddler Child Care Specialist certificate program is a sequence of five courses designed to prepare students with the basics needed for working with infants and toddlers. The program provides an intense look at understanding and learning activities and proper care needed for infants and toddlers.

**Career Opportunities**: Graduates may find employment as classroom assistants in private educational facilities and learning centers. (Bright from the Start recognizes this certificate as equivalent to a CDA for employment.)

**Electrical - Commercial Wiring**
The Commercial Wiring certificate provides instruction in the knowledge and skills necessary to perform wiring functions in a commercial setting. Topics include safety practices, blueprint and schematic reading and interpretation, and wiring procedures and practices.

**Career Opportunities**: Graduates may find entry-level employment in the field of electrical construction or maintenance.

**Electrical - Photovoltaic Systems Installation and Repair Technician**
The Photovoltaic Systems Installation and Repair Technician certificate program provides individuals with the opportunity to enter a workforce area that specializes in electrical applications of installing, inspecting, and repairing solar panels in the electrical construction industry.

**Career Opportunities**: Graduates may find entry-level employment as photovoltaic systems technicians.

**Electrical - Residential Wiring Technician**
The Residential Wiring certificate prepares students for employment in the construction industry as qualified residential wiring technicians. Topics include NEC regulations, blueprint reading, principles of direct and alternating current, and residential wiring procedures and practices.

**Career Opportunities**: Graduates may find entry-level employment as residential wiring technicians in the field of electrical construction or maintenance.

**EMS - Advanced Emergency Medical Technician**
Successful completion of the Advanced Emergency Medical Technician certificate program allows the graduate to take the National Registry of Emergency Medical Technicians AEMT certification examination and apply for Georgia licensure as an AEMT.

**Career Opportunities**: Graduates may find employment with ambulance services, fire departments, volunteer rescue squads, or with companies that are training designated employees to provide emergency care.

**EMS - Emergency Medical Responder**
The Emergency Medical Responder certificate program prepares students to initiate immediate lifesaving care to critical patients who access the emergency medical system. This individual possesses the basic knowledge and skills necessary to provide lifesaving interventions while awaiting additional EMS response and to assist higher level personnel at the scene and during transport. Emergency Medical Responders function as part of a comprehensive EMS response, under medical oversight. After successful completion of an SOEMST approved EMR program the graduate may take the National Registry of Emergency Medical Technicians EMR certification examination.

**Career Opportunities**: Graduates of the program are prepared for entry-level positions in emergency medical services professions in a variety of pre-hospital, industrial, and first responder settings.

**Firefighter I**
The Firefighter I certificate program is conducted in cooperation with the Georgia Fire Academy and Georgia Firefighter Standards and Training to ensure graduates have the skills, knowledge, and credentials to serve as firefighters in paid and volunteer fire departments. Graduates will be tested and certified at the National Professional Qualifications level.

**Career Opportunities**: Graduates of the program are prepared for entry-level positions with fire departments and other agencies requiring the services of a trained firefighter for fire safety purposes.

**Geriatric Care Assistant**
The Geriatric Care Assistant certificate program provides the basic knowledge and skills needed to qualify for employment as a nurse aide. The certificate emphasizes geriatric patient care, CPR, and first aid. Students successfully completing the certificate are eligible to be placed on the State Registry for nurse aides.

**Career Opportunities**: Graduates may seek employment as nurse aides in nursing homes, elder personal care homes, and home healthcare agencies.

**Healthcare Assistant**
The Healthcare Assistant certificate program provides academic foundations at the diploma level in communications, mathematics, and human relations, as well as technical fundamentals. Program graduates are trained in the underlying fundamentals of healthcare delivery and are well prepared for employment and subsequent upward mobility.

**Career Opportunities**: Graduates of any of these specializations may find employment in a variety of entry-level health care positions in nursing homes, home health agencies, medical offices, and hospitals.

**Healthcare Science**
The Healthcare Science certificate program provides academic foundations at the degree level in communications, mathematics, and human relations, as well as technical fundamentals. Program graduates are trained in the underlying fundamentals of healthcare delivery and are well prepared for employment and subsequent upward mobility.

**Career Opportunities**: Graduates may find employment in a variety of entry-level health care positions in nursing homes, home health agencies, medical offices, and hospitals.

**Heavy Diesel Service Technician**
The Heavy Diesel Service Technician certificate program provides training in theory, diagnosis, and repair
of basic systems on diesel engines and diesel equipment. Program instruction includes shop safety, shop equipment, diesel engines and fuel systems, electrical and electronic systems, off road power trains, and heavy equipment hydraulics.

Career Opportunities: Graduates may find employment as entry-level diesel service technicians.

Industrial Electrician
The Industrial Electrician technical certificate program prepares students for employment using electrical maintenance skills. Instruction is provided in the occupational areas of industrial safety, direct and alternating current principles, and industrial wiring.

Career Opportunities: Graduates may find employment as entry-level employees in industry.

MCH - Basic Machining Operator
The Basic Machining Operator certificate program prepares students for entry-level machine shop employment by providing the knowledge and skills in basic machining operations. Instruction is provided in blueprint reading; lathe, mill, and surface grinder operation; mathematical functions; and an introduction to the machine tool industry.

Career Opportunities: Graduates may find entry-level employment as machinists in the machine tool industry.

MCH - CNC Specialist
The CNC Specialist certificate program provides training for graduates to gain employment as CNC machine tool technicians. Topics include CNC fundamentals, mill and lathe manual programming, CNC practical applications, and CAD/CAM programming. The program emphasizes a combination of CNC theory and practical application necessary for successful employment.

Career Opportunities: Graduates may find employment as CNC machinist/operators or in related occupations.

Medical Coding
The Medical Coding certificate program provides a basic short-term academic credential with potential for future program credit. The curriculum provides advanced training in coding skills for persons wanting to progress in their occupations or who want to prepare for full-time or part-time employment in the medical field. The Medical Coding Technical Certificate program provides basic training in anatomy and physiology, medical terminology, and medical procedural and physicians’ procedural coding skills.

Career Opportunities: Graduates of this program may find employment as medical coders in a medical office.

Nurse Aide
The Nurse Aide certificate program prepares students with classroom training and practice as well as the clinical experiences necessary to care for patients in various settings including general medical and surgical hospitals, nursing care facilities, community care facilities for the elderly, and home health care services. Students who successfully complete the Nurse Aide Technical Certificate of Credit may be eligible to sit for the National Nurse Aide Assessment program (NNAAP), which determines competency to become enrolled in the State nurse aide registry.

Career Opportunities: Graduates may find employment as nurse aides in hospitals, nursing care facilities, home health care services, and community care.

Pharmacy Assistant
The Pharmacy Assistant certificate program is designed to provide students with short term training to prepare them for entry-level employment in a variety of settings such as hospitals, retail pharmacies, nursing homes, medical clinics, etc. Students will receive didactic instruction and laboratory training in anatomy and physiology, fundamental concepts; and principles of receiving, storing and dispensing medication.

Career Opportunities: Graduates may find entry-level employment as pharmacy technicians in hospitals, retail pharmacies, nursing homes, and medical clinics.

Phlebotomy Technician
The Phlebotomy Technician certificate program educates students to collect blood and process blood and body fluids. Phlebotomy technicians typically work in concert with clinical laboratory personnel and other healthcare providers in hospitals or other healthcare facilities. Topics covered include human anatomy, anatomical terminology, venipuncture, and clinical practice.

Career Opportunities: Graduates may find employment as phlebotomy technicians in various medical facilities or related areas.

RAD - Computerized Tomography Specialist
The Computerized Tomography (CT) certificate program provides educational opportunities to the post-graduate registered Radiologic Technologists, registered Radiation Therapist and registered Nuclear Medicine Technologist in good standing. It provides students with the knowledge needed to perform CT exams, and to sit for the Post-Primary Computerized Tomography Certification Examination. The academic component is designed to meet competency requirements of the American Registry of Radiologic Technologists (ARRT) exam in Computed Tomography, as well as providing for continuing educational requirements.

Career Opportunities: Upon ARRT certification, graduates may find employment as computerized tomography specialists in healthcare facilities.

RAD - Mammography
The Mammography certificate program prepares postgraduate registered radiographers to sit for the national certification examination in mammography offered by the American Registry of Radiologic Technologists (ARRT). The program meets MQSA initial education requirements for mammographers and continuing education.

Career Opportunities: Upon ARRT certification, graduates may expect to obtain employment as certified mammographers in a hospital, clinic, or physician’s office.

Welding—Advanced Shielded Metal Arc Welder
The Advanced Shielded Metal Arc Welder certificate program is a continuation of the basic certificate. Successful completion of FS31: Basic Shielded Metal Arc Welder is a prerequisite to admission to this program. The advanced program provides instruction in shielded metal arc welding in the overhead, horizontal, and vertical positions.

Career Opportunities: Graduates are employable at an entry level in the welding field.

Welding—Basic Shielded Metal Arc Welder
The Basic Shielded Metal Arc Welder certificate program prepares students for careers in the welding and joining industry. This certificate emphasizes arc welding in the flat position and is prerequisite to the advanced certificate, OS1: Advanced Shielded Metal Arc Welder.

Career Opportunities: Graduates are employable at an entry level in the welding field.

Welding—Gas Metal Arc Welder
The Gas Metal Arc Welder certificate program prepares students for welding careers in the MIG process. Topics include an introduction to welding technology, oxyfuel cutting techniques, and MIG welding techniques and processes.

Career Opportunities: Graduates are employable at an entry level in the welding field.

Welding—Gas Tungsten Arc Welder
The Gas Tungsten Arc Welder certificate program provides instruction in TIG welding techniques. Topics include understanding the nature and culture of the welding industry, oxyfuel cutting techniques, and TIG welding processes.

Career Opportunities: Graduates may find employment as entry-level gas tungsten arc welders or related positions in the welding field.

Welding—Pipe Welder
The Pipe Welder certificate program provides instruction in the specialized field of pipe welding. A good understanding and skill base is essential for the completion of this program. Topics include advanced gas tungsten arc welding practices, fabrication practices, and pipe welding techniques.

Career Opportunities: Graduates may find employment as pipe welders, pipe fitters, boilermaker apprentices, plumber apprentices, process pipe welders in food production, oil rig welders, or pipeline maintenance welders.
**Employers are looking for people with these skills**

*These programs have immediate openings for new students*

### Carroll Campus
- Accounting
- Commercial Truck Driving
- Computer Information Systems
- Culinary Arts
- Diesel Equipment Technology
- Electronics Technology
- Industrial Systems Technology
- Machine Tool Technology
- Marketing Management

### Coweta Campus
- Air Conditioning Technology
- Barbering
- Commercial Truck Driving
- Culinary Arts
- Emergency Medical Technician

### Douglas Campus
- Air Conditioning Technology
- Automotive Technology
- Computer Aided Drafting
- Computer Information Systems
- Cosmetology
- Marketing Management
- Welding

### LaGrange Campus
- Accounting
- Air Conditioning Technology
- Automotive Technology
- Barbering
- Business Management
- Commercial Truck Driving
- Computer Aided Drafting
- Computer Information Systems
- Cosmetology
- Electronics Technology
- Industrial Mechanical Systems
- Machine Tool Technology

### Murphy Campus
- Accounting
- Business Administrative Technology
- Business Management
- Clinical Laboratory Technology
- Paramedic Technology
- Surgical Technology

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**HOME OF THE GOLDEN KNIGHTS**

**MEN’S BASKETBALL**

**WOMEN’S BASKETBALL**

**WOMEN’S VOLLEYBALL**

**WOMEN’S SOFTBALL**

**BASEBALL**
Questions:

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Careers that interest me:
____________________________________________________________________________________________________________________

Programs I like:
_________________________________________________________________________________________________________________________________________________
_________________________________________________________________________________________________________________________________________________

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West Georgia Technical College is a unit of the Technical College System of Georgia.

www.westgatech.edu