

Apollo

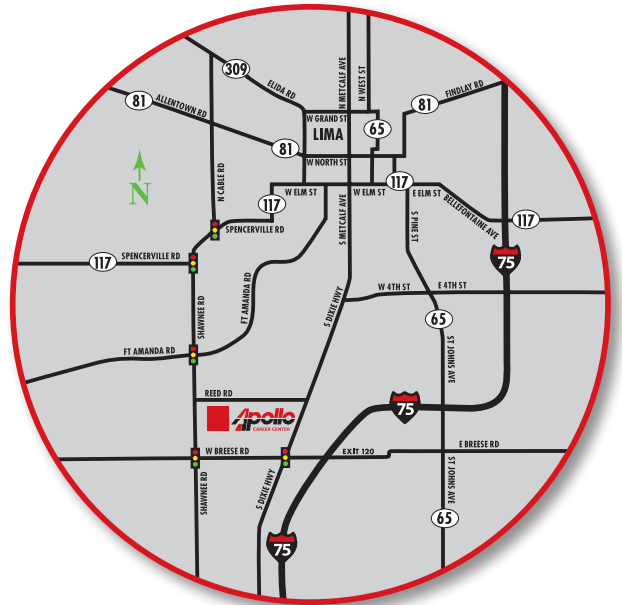
CAREER CENTER
ADULT EDUCATION

FALL 2020 COURSE CATALOG



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Vision Statement

Reflect: Community driven
responsiveness

Transform: Programs and
services based on market and
economic factors

Lead: 21st Century skills for
preparing students for
a global workforce.

Our Mission

Choose Apollo, Change the Future.



Enrollment Steps for 600+ Hour Programs

1. Meet with the Program Manager for desired program
2. Fill out a registration form
 - Registration forms for each program can be found on the website on the program's page
3. Apply for Financial Aid via FASFA
4. Meet with the Financial Aid Manager to determine eligibility and other financial options
5. Finalize enrollment process

Icon Key



Program is eligible for financial aid



Program is eligible for Veterans Affairs Benefits

Prices and schedules are subject to change prior to start date.

Customized Training

Apollo offers customized training for area businesses and industries in manufacturing, healthcare, transportation, public safety, and computer technology. We provide high-quality skills training at the company or on Apollo Career Center's main campus. Our team of industry experts offers flexible scheduling for both day and evening training.

Customized trainings can focus on skill-development of:

- Organizational Productivity
- Leadership Abilities
- Individual Productivity
- Manufacturing and Technical Knowledge
- Computer Skills
- Job Specific Skill, e.g. CPR, OSHA, or others

Every program is tailored to your business, with a comprehensive plan that will focus on the skills and knowledge your workforce needs to help you bring your goals to fruition. Not only that, customized training provides an opportunity for growth for employees, which improves morale and employee retention.

For more information please contact our Adult Education office at 419-998-3000 and ask about our customized training options.



SHEPHERD, TARA
Director of Adult Programs

Apollo Community,

The safety, health and well-being of our students, faculty and staff are top priorities. With the continuing headlines regarding the ongoing coronavirus (COVID-19) outbreak, we recognize you may have questions about actions we are taking to keep our campus safe, and what our response may be if the situation begins to affect the return of school. With our reopening, we will continue to practice current state mandates and directions from our local health department.

At Apollo, we are excited to welcome back our currently scheduled students whose programs and/or classes were interrupted due to COVID-19 and the new students that are enrolling for the fall. We are concluding this academic year in a fashion that none of us could have predicted a few months ago and unfortunately, that has altered our normal traditions. One thing that has not changed is our commitment to students, businesses, community and region. We would like to say congratulations to all of our graduates. Although we are unable to celebrate in a traditional commencement manner, some programs have scheduled virtual recognitions. I hope that many of you will be celebrating your accomplishments with your families.

As you gather for these, know that we are incredibly proud of you and your efforts over the course of your study, especially through recent circumstances. In whatever ways you are celebrating, with your class and/or with your family, I invite you to please share pictures with us on our social media or with your instructors, your program managers, or me. We'd like to be present to support you, even if virtually. I very much wish I could be calling your name and handing you your diplomas directly, and shaking your hand as you walk across that stage!

Continued thanks for your patience and resilience. Congratulations to our graduates!



ADULT DIPLOMA PROGRAM/GED



Aspire

Aspire is a FREE program for anyone 16 and over in the community. Refresh your basic academic skills in reading, math, or language to help earn your GED or High School Diploma, enter a skills training program at Apollo Career

Center, enter college, obtain a job, and/or retain your current job.

Aspire students are required to attend a 3 day orientation for entry into the program. Students must pre-register for orientation.

For information, call 419-998-2956 or email jodi.wireman@apolloc.org.

LOCATION	ORIENTATION DATES	CLASS DAYS	TIME
Apollo Career Center	July 14, Aug. 11, Sept. 15, Oct. 13, Nov. 10	T-TH	9am-12pm & 6pm-9pm
Delphos Public Library	Aug. 11, Sept. 15, Nov. 10	T/TH	9am-12pm
St. Paul's Church, St. Mary's	Sept. 15, Nov. 10	T/TH	5pm-8pm
Ottawa Public Library	Sept. 14, Nov. 9	M/W	9am-11:30am
Apollo Adult Education 3325 Shawnee Rd. 419-998-2956	Delphos Public Library 309 W 2nd St, Delphos 419-695-4015	St. Paul's Church 201 N. Perry St., St. Marys 419-998-2956	Ottawa Public Library 136 Putnam Pkwy. 419-523-3747

For Aspire classes held in Mercer, Paulding and Van Wert counties, call Vantage Career Center at 419-238-5411 ext. 2075 or visit <http://www.vantagecareercenter.com/abledged.aspx>

ESOL

ESOL (English for Speakers of Other Languages) classes are FREE and open to everyone over the age of 18 who needs help learning English. English is taught at many levels from beginning to advanced and covers listening, speaking, reading, writing and basic citizenship. GED classes are also available for ESOL students. Must pre-register before start date by calling 419-998-2956.

CLASS SCHEDULE

Mondays and Wednesdays
9 am - 12 pm OR 6 pm - 9 pm

Session One: Aug. 24 - Nov. 11, 2020
Session Two: Nov. 16, 2020 - Feb.24, 2021
Session Three: Mar. 1 - May 26, 2021

Learning Lab

Apollo offers students a great resource in its learning labs. Our program offers basic skills in reading, math, social studies, science and basic computer skills. It is for anyone who needs to brush up on their skills. We offer FREE online and computer-based instruction, basic computer skills, keyboarding, study and test-taking skills, and can assist those who would like to transition into employment or post-secondary education.

For information, call 419-998-2956 or email jodi.wireman@apolloc.org.

Adult Diploma Program

Earn a high school diploma and receive a career credential at the same time for free!

The Adult Diploma Program (ADP) offers career training, an industry credential aligned to one of Ohio's in-demand jobs, and a state-issued High School Diploma to Ohio residents aged 22 and older, who have not obtained a high school diploma or GED. Apollo's ADP students may choose from one of the following career programs* at no cost:

- State Tested Nurse Aide (STNA)
- Phlebotomy
- Microsoft Essentials
- Manicuring
- Early Childhood Education
- HVAC
- Robotics

Registration for the Adult Diploma Program is contingent upon receiving a composite score of 14 on the WorkKeys assessment plus meeting the minimum requirements for the chosen career programs. Potential students may attend an upcoming Aspire orientation for free WorkKeys preparation. Duration of the Adult Diploma Program depends on the length of the career program in addition to the time needed to achieve the required WorkKeys scores for program entry.

For more information, call Barb Heffner at 419-998-2992.

*ADP career programs are subject to change.



COMPUTER TECHNOLOGY

Network and Cloud Technologies

Network and Cloud Technologies; a novice and intermediate I.T. certification career path, is a CompTIA (Computing Technology Industry Association) accredited certification program.

The goal of the Network and Cloud Technologies Program is to prepare students to be competent entry-level computing and networking industry professionals. This program provides training with a variety of operating systems and hands-on experience with Raspberry Pie and building a PC.

Modules Include:

- Comp TIA IT Fundamentals
- Comp TIA A+ (1001 and 1002)
- Python Certified Entry Level Programmer
- CompTIA Cloud Essentials+(CLO-002)
- Comp TIA Linux+
- Windows 10
- Microsoft Office 2019
- Mac OS
- Computer Hardware (Build PC)

Tuition includes book cost and one-time examination fees for certification in CompTIA I.T.Fundamentals.

January 2021 - December 2021
M-TH | 6:00 - 10:00 pm
900 hrs. | \$8,945*

*Tuition: 7,290 + Books/Supplies: \$1,655



Modules/classes that can be taken separately:

CompTIA A+ Core 1 (220-1001)

July 13, 2020 - Sept. 3, 2020
M-TH | 6:00 - 10:00 pm
128 hrs. | \$1,700

CompTIA A+ Core 2 (220-1002)

Sept. 21, 2020 - Nov. 5, 2020
M-TH | 6:00 - 10:00 pm
112 hrs. | \$1,500

CompTIA Cloud Essentials+ (CLO-002)

Nov. 9, 2020 - Dec. 17, 2020
M-TH | 6:00 - 10:00 pm
92 hrs. | \$1,200

Microsoft Classes

Microsoft Outlook

Sept. 14, 2020 - Oct. 5, 2020
M/TH | 6:00 - 9:00 pm
21 hrs. | \$285

Microsoft PowerPoint I & II

Oct. 12, 2020 - Nov. 2, 2020
M/TH | 6:00 - 9:00 pm
21 hrs. | \$285

Microsoft Word I & II

Nov. 9, 2020 - Dec. 3, 2020
M/TH | 6:00 - 9:00 pm
21 hrs. | \$285

Microsoft Excel Basic

Dec. 7, 2020 - Dec. 22, 2020
M/W/TH | 6:00 - 9:00 pm
21 hrs. | \$285

CULINARY

The Culinary program gives introductory training to help prepare students for a career in food service operations. The program is broken into 15 different modules that will help to develop skills in sanitation practices, cooking, baking, customer service, and restaurant management. Through hands-on training, students gain experience in our state-of-the-art training facility and through a wide variety of project-based learning activities and externship opportunities.

Tuition includes classroom materials, books, and exam preparation study guides and examinations application fees. Examinations include ServSafe.

Sept. 14, 2020 - Aug. 31, 2021
M-TH | 5:00 - 9:00 pm*
600 hrs | \$8,500**

*Class times will vary

**Tuition: \$7,870 + Books/Supplies: \$630

Modules/classes that can be taken separately:

ServSafe Manager Credential

Sept. 23, 2020 - Nov. 4, 2020
W | 5:00 - 8:00 pm
20 hrs. | \$350

Food Preparation I

Nov. 11, 2020 - Jan. 6, 2021
W | 4:00 - 10:00 pm
40 hrs. | \$550

Food Preparation II

Jan. 25, 2021 - Mar. 15, 2021
M | 4:00 - 10:00 pm
40 hrs. | \$550

Beginning Baking

Jan. 27, 2021 - Mar. 17, 2021
W | 4:00 - 9:00 pm
40 hrs. | \$550

Garde Manger

Mar. 22, 2021 - May 3, 2021
M | 4:00 - 10:00 pm
40 hrs. | \$550

Meat Poultry Seafood

Mar. 24, 2021 - May 5, 2021
W | 4:00 - 10:00 pm
40 hrs. | \$550

EARLY CHILDHOOD EDUCATION

Apollo's Adult Early Childhood Education, a highly accredited post-secondary program, is a key stepping stone on the path to career advancement. It's designed to prepare students to successfully complete the requirements for the nationally recognized Child Development Associate (CDA) credential. Coursework is Ohio Approved/SUTQ (Step Up to Quality) and includes Communicable Disease, Child Abuse, First Aid and CPR.

When you obtain your CDA through Apollo you will know how to nurture the emotional, physical, intellectual, and social development of children birth to five years old.

Benefits of the Child Development Associate (CDA) Credential:

- Job ready upon completion of program
- Advance your career and salary
- Meet job requirements
- Reinforce your commitment to early childhood education
- Increase your confidence
- Become a childcare teacher, child care provider, preschool teacher or childcare center director



Continuing Education

Look for additional classes on OCCRRRA.org

CLASSES

Child Abuse Refresher
Communicable Disease Refresher
Child Abuse Refresher
Child Abuse I & II
Communicable Disease Refresher
Communicable Disease I & II
First Aid for Childcare

DATES

TBA
TBA
Tuesday, Sept. 22, 2020
Weds., Sept. 23 & 30, 2020
Tuesday, Oct. 6, 2020
Weds., Oct. 7 & 14, 2020
Tuesday, Oct. 20, 2020

TIME

6-9 pm
6-9 pm
6-9 pm
6-9 pm
6-9 pm
6-9 pm
6-9 pm

COST

\$15
\$15
\$15
\$30
\$15
\$30
\$35

600 Hour Class



Students receive 120 hours of high quality classroom training and 480 hours of required practical experience in paid/unpaid student teaching at an area child care center. Hours will vary. A routine physical, immunizations and a criminal background check are required prior to taking part in the practical experience. Upon successful completion of the ECE program, the student will be eligible to test for the CDA credential. Tuition includes textbooks, supplies, communicable disease training, first aid, CPR, child abuse prevention training, and cost of the CDA exam.

Sept. 10, 2020 - May 20, 2021*
 TH, plus additional days | 6:00 - 9:00 pm
 600 hrs | \$3,748**

*Orientation: Sept. 9, 2020

**Tuition: \$3,196 + Books/Supplies: \$552



120 Hour Class

This option is for those students seeking 120 hours of high quality classroom training only. It does not include the required practical experience. The student is responsible for the additional 480 hours of documented fieldwork to test for the CDA credential. Tuition includes textbooks, supplies, communicable disease training, first aid, CPR and child abuse prevention training.

Sept. 10, 2020 - May 20, 2021*
 TH, plus some additional days | 6:00 - 9:00 pm
 120 hrs | \$1,200 + CDA test

*Orientation: Sept. 9, 2020

HEALTH & BEAUTY

Spa Technology

Spa Technology is a dual licensure program that will help prepare students to obtain credentials in both Nail Technology and Esthetics with the Ohio State Board of Cosmetology. Students will complete an 800 hour curriculum that provides advanced training in:

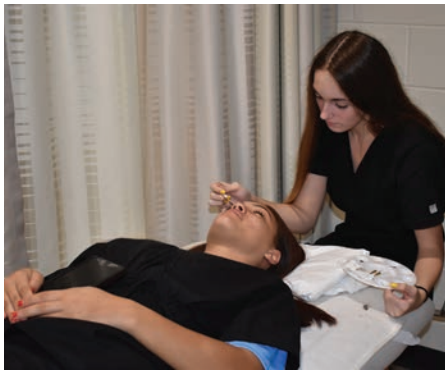
- Manicuring
- Pedicuring
- Artificial nail enhancements
- Skin care practices
- Makeup application

Students may qualify to participate in clinical internships throughout the program. In addition to working in a salon or spa, licensed Nail Technicians and Estheticians are in high demand throughout the travel industry and in various physician offices. Students will gain experience in salon operations and build skills that they can apply to their careers as an independent contractor. Prior to program completion students will have the opportunity to obtain additional certification as a Certified Tanning Operator and a Relaxation Massage Certification.

Tuition includes classroom materials, supplies, exam preparation and Ohio State Board of Cosmetology examination registration fee. Requirements: Students must submit official high school transcript.

Sept. 14, 2020 - July 19, 2021
M - TH | 4:00-9:30 pm
800 hours | \$5,250*

*Tuition: \$4,510 + Books/Supplies: \$740



Esthetician

This licensure program will help prepare students to obtain credentials in Esthetics with the Ohio State Board of Cosmetology. Students will complete a 600 hour (43 week) curriculum that provides advanced training in skin care practices, makeup application, hair removal, anatomy, safety, chemistry and infection control practices. Students may qualify to participate in clinical internships throughout the program. In addition to working in a salon or spa, licensed Nail Technicians and Estheticians are in high demand throughout the travel industry and in various physician offices. Students will gain experience in salon operations and build skills that they can apply to their careers as an independent contractor. Prior to program completion students will have the opportunity to obtain additional certification as a Certified Tanning Operator and a Relaxation Massage Certification.

Tuition cost for Esthetics includes classroom materials, tool kit, exam preparation and Ohio State Board of Cosmetology examination registration fee. Requirements: Students must submit official high school transcript.

Sept. 15, 2020 - July 19, 2021
M - TH | 4:00 - 9:30 pm
600 hrs | \$3,950*

*Tuition: \$3,386 + Books/Supplies: \$564

Manicuring

Manicuring offers individuals seeking to build a dynamic career in the Nail Technology. This licensure program will help prepare students to obtain

credentials in Nail Technology with the Ohio State Board of Cosmetology. Students will complete a 200 hour (20 week) curriculum that provides advanced training in manicuring, pedicuring, artificial nail enhancements, skin care anatomy, safety, chemistry and infection control practices. Students may qualify to participate in clinical internships throughout the program. In addition to working in a salon or spa, licensed Nail Technicians are in high demand throughout the travel industry and in various other settings. Students will gain experience in salon operations and build skills that they can apply to their careers as an independent contractor.

Tuition cost includes classroom materials, tool kit, exam preparation and Ohio State Board of Cosmetology examination Registration Fee. Tool kits are non-returnable and non-refundable. Payment plans available upon request

Sept. 14, 2020 - Mar. 1, 2021
M / W | 4:00 - 9:30 pm
200 hrs | \$1,800



Massage Therapy Dayton School of Medical Massage



The objective of this course is to train and prepare career-oriented students to obtain licensure as massage therapists. Students must attend 900 hours of instruction including supervised hands-on learning, related lectures and clinical experience.

For additional information go to www.massageschools.com or call 1.888.860.4544 or 419-998-2984. *Any class days cancelled will be made up following the final scheduled class day.

HEALTHCARE & MEDICINE

Dental Assistant

Dental Assistants help to increase the efficiency of the dentist in the delivery of oral health care. This program will prepare you to assist chair-side during specialty and operative procedures. Students will complete an externship experience in a local dental facility as part of the program.

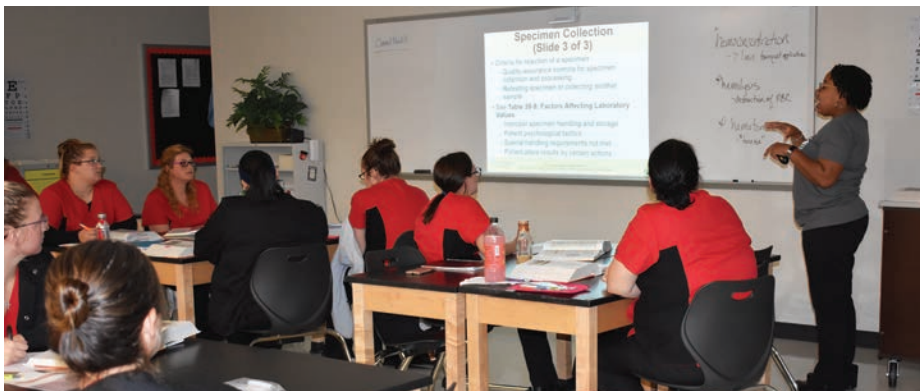
Aug. 17, 2020 - June 17, 2021
M-TH | 6:00 - 10:00 pm
Some S | 8:30 am - 4:30 pm
900 hrs. | \$9,100*

*Tuition: \$8,100 + Books/Supplies: \$1,000
Professional development day; Thursday, August 13th, 2020 from 9:00 am - 3:00 pm



Licensed Practical Nurse

The LPN serves as a patient advocate by collaborating, communicating, and working with other members of the healthcare team. This 11-month program prepares the graduate for an entry-level position under the direction of a registered nurse, licensed physician, dentist, optometrist or podiatrist. Classroom work is integrated with lab and clinical hands-on learning in both acute and chronic care settings.



The graduate is prepared to practice nursing with persons throughout the life span within an ethical, economic, and legal framework, and to function in accordance with the Licensed Practical Nurse scope of practice set forth by the Nurse Practice Act.

Ottawa & Lima Class

Mar. 8, 2021 - Jan. 26, 2022
M - F | 8:00 am - 3:30 pm
1,376 hrs. | \$12,900*

*Tuition: \$10,960 + Books/Supplies: \$1,940

Lima Class

Aug. 10, 2020 - June 17, 2021
M - F | 7:30 am - 3:30 pm
1,376 hrs. | \$12,900*

*Tuition: \$10,960 + Books/Supplies: \$1,940

Free study tables at the Lima Campus offered to all LPN students!

M-W | 6:30-7:30 am
M-W | 3:30-4:30 pm

Medical Assistant

This program prepares you to work in both the administrative and clinical areas in ambulatory care. Certified Medical Assistants (CMA's) work in private practices, clinics, and medical laboratories. Some of the duties of a CMA include basic patient care, performing lab tests, taking vital signs, drawing blood, performing EKG's, giving injections, removing sutures, and more. Upon completion of the medical assisting program students will earn a certificate and be eligible for certification in: Medical Assisting, Phlebotomy, and Medical Coding.

Apollo's Medical Assisting Program is accredited by the Commission on

Accreditation of Allied Health Education Programs (www.caahep.org) upon the recommendation of the Medical Assisting Education Review Board (MAERB). Commission on Accreditation of Allied Health Education Programs, 25400 US Highway 19 North, Suite 158, Clearwater, FL 33763, 727-210-2350 www.caahep.org

Aug. 17, 2020 - June 17, 2021
M-TH | 9:00 am - 3:00 pm
Some F | 8:30 am - 4:30 pm
900 hrs. | \$10,800*

*Tuition: \$9,476 + Books/Supplies: \$1,324

Professional development day; Thursday, August 13th, 2020 from 9:00 am - 3:00 pm

Medical Insurance Specialist

Medical Coding/ Billing Program

A medical insurance specialist requires a working knowledge of coding systems, coding principles and rules, government regulations, and third-party payer requirements. This nine month program will prepare students for entry-level positions in a wide variety of healthcare settings such as inpatient facilities, physician's offices and clinics, insurance companies, and many other health oriented companies. Upon completion of the Medical Insurance Specialist curriculum, students are prepared and eligible to take nationally recognized certification exams in medical coding.

Aug. 17, 2020 - June 17, 2021
M-TH | 9:00 am - 3:00 pm
Some F | 8:30 am - 4:30 pm
856 hrs. | \$9,800*

*Tuition: \$8,140 + Books/Supplies: \$1,660

Professional development day; Thursday, August 13th, 2020 from 9:00 am - 3:00 pm

State Tested Nurse Aide (STNA)

A nurse aide performs everyday tasks under the supervision of nursing and medical staff. Students receive daily hands-on training in a lab setting. In addition to 60 classroom hours, 16 clinical rotation hours are scheduled and assigned within the first week of class. Clinical dates and times are in addition to class schedules. Current 2-step Mantoux (TB) test is required. Uniform requirements will be discussed first day of class. Call Tiffany Randall at 419.998.2979 for more information. Workbook and State Test are included in tuition cost. State Nurse Aide test is administered at Apollo within 4 weeks after successful completion of class.

76 hrs. | \$765
\$10 Registration Fee

June 15, 2020 - June 26, 2020
M-F | 8:00 am - 4:30 pm

July 6, 2020 - July 21, 2020
M-TH | 9:00 am - 3:30 pm

July 27, 2020 - Aug. 11, 2020
M-TH | 9:00 am - 3:30 pm

Aug. 17, 2020 - Sept. 1, 2020
M-TH | 9:00 am - 3:30 pm
No class on Labor Day

Sept. 8, 2020 - Sept. 29, 2020
M-TH | 3:30 pm - 10:00 pm

Oct. 5, 2020 - Oct. 26, 2020
M-W | 9:00 am - 3:30 pm



Phlebotomy

Students are trained in techniques, skills and equipment for the purpose of safe and effective blood collection. Successful completion of the class consists of fulfillment of evening class AND 100 hours in the clinical lab and 100 successful venipunctures in the clinical lab setting. Please note: The clinical lab does not begin until after successful completion of class coursework. (Clinicals are various morning hours. Days and times will be based on student and lab availability).

*Class orientation is held the Thursday evening BEFORE the advertised start date of the class from 6:00pm-9:00pm. Attendance is **required** or your seat will be filled.

148 hrs. | \$760
\$10 Registration Fee

Winter 2021

Jan. 11, 2021 - Mar. 10, 2021*
M/W | 6:00 - 9:00 pm
148 hrs. | \$760

**Mandatory Orientation: Thursday
January 7, 2021 from 6-9pm*

Spring 2021

Mar. 29, 2021 - May 19, 2021*
M/W | 6:00 - 9:00 pm
148 hrs. | \$760

**Mandatory Orientation: Thursday
March 25, 2021 from 6-9pm*



PUBLIC SAFETY

ACCREDITATION #102

Basic Police Academy

This program prepares you for an entry-level police officer position with hands-on and classroom training. Upon successful completion, graduates can be eligible for positions in local police departments, county sheriff's offices, state facilities and other locations. The course includes instruction in administration, legal responsibilities, human relations, firearms, defensive driving patrol techniques, civil disorder, investigation, traffic control and physical conditioning.

For more information and enrollment, call 419-998-3000 with your name and number and the Commander will call to schedule an appointment with you.

Sept. 14, 2020 - May 2021
M-TH | 6:00 - 10:00 pm
S | 8:00 am - 5:00 pm
740 hrs. | \$5,000*

*Tuition: \$4,596 + Books/Supplies: \$404

American Heart Association Online Classes

Healthcare Provider (BLS) Part 1 | \$75

(Part 2 & 3 - Practice and Skill Checkoff by appointment*)

Heartsaver (HS) CPR AED Part 1 | \$100

(Part 2 & 3 - Practice and Skill Checkoff by appointment*)

Heartsaver First Aid Part 1 | \$100

(Part 2 & 3 - Practice and Skill Checkoff by appointment*)

Checkoff only of BLS or HS Skills | \$40 for each discipline

*Checkoffs held T/TH at 3:30 pm. Must call 419-998-3000 for an appointment.



CPR BSL AHA Instructor Course

The course participant must have a current American Heart Association or American Red Cross CPR card and complete the BLS essentials online course prior to class. Access to the BLS essentials online course is emailed at least 1 week prior to class. Current provider card and online certificate of completion will be turned the day of the course.

Please call 419-998-2981 or email joy.shepherd@apolloc.org with questions. Course cost includes instructor's manuals for BLS Provider and Heartsaver First Aid and CPR AED as well as BLS essentials online course.

Apr. 25, 2020
S | 9:00 am - 4:30 pm
8 hrs. | \$250

July 30, 2020
TH | 9:00 am - 4:30 pm
7 hrs. | \$250

Nov. 14, 2020
S | 9:00 am - 4:30 pm
7 hrs. | \$250

Emergency Medical Technician Basic (EMT B)

Aug. 17, 2020 - Dec. 16, 2020
M/W | 9:00 am - 1:00 pm
150 hrs. | \$1,390

Aug. 17, 2020 - Dec. 16, 2020
M/W | 6:00 - 10:00 pm
150 hrs. | \$1,390

Emergency Medical Responder (EMR)

Class will be scheduled upon request.
Call 419-998-2997 for more information.

EMT Refresher

Class will be scheduled upon request.
Call 419-998-2997 for more information.

Public Safety Instructor

Class will be scheduled upon request.
Call 419-998-2997 for more information.

Assistant EMS Instructor

Class will be scheduled upon request.
Call 419-998-2997 for more information.

Fire Instructor

Class will be scheduled upon request.
Call 419-998-2996 for more information.



Assistant Fire Instructor

Class will be scheduled upon request.
Call 419-998-2996 for more information.

Live Fire 1403 Operations

Class will be scheduled upon request.
Call 419-998-2996 for more information.

Basic Fire Investigator

Class will be scheduled upon request.
Call 419-998-2996 for more information.

Volunteer Firefighter

Class will be scheduled upon request.
Call 419-998-2996 for more information.

Level 1 Firefighter

Free with grant approval
Class will be scheduled upon request.
Call 419-998-2996 for more information.

Level 1 Firefighter Transition

Free with grant approval
Class will be scheduled upon request.
Call 419-998-2996 for more information.

Level 2 Firefighter Transition

June 2, 2020 - June 22, 2020
M-TH | 8:00 am - 5:00 pm
84 hrs. | \$1,340
Orientation June 2, 2020
Class will be scheduled upon request.
Call 419-998-2996 for more information.

HAZMAT/WMD Operations

Class will be scheduled upon request.
Call 419-998-2996 for more information.

Emergency Vehicle Operator Course (EVOC)

Class will be scheduled upon request.
Call 419-998-2996 for more information.



Life Safety Initiatives

Class will be scheduled upon request.
Call 419-998-2996 for more information.

Class A Live Fire Training

Class will be scheduled upon request.
Call 419-998-2996 for more information.

Extrication/Rescue

Class will be scheduled upon request.
Call 419-998-2996 for more information.

Live Fire LP Burn

Class will be scheduled upon request.
Call 419-998-2996 for more information.

State Fire Tests

Minimum 10 days pre-registration is required by calling 419-998-2962. Payment is due at time of registration. Student arrival no later than 8:45 am. Picture ID requires.

January 11, 2020
February 8, 2020
April 4, 2020
April 25, 2020

Fire Retest \$10 | Fire Reinstatement \$25



MANUFACTURING, SKILLED TRADES & WELDING

Industrial Maintenance Technician

The Industrial Maintenance Technician program will prepare students to obtain OSHA 30 Safety certification and Environmental Protection Agency (EPA) Refrigerant Recovery Universal certification. Students will complete a 648-hour curriculum that provides advanced training in:

- Occupational Safety
- Hydraulics/Pneumatics
- Industrial Mechanics
- Single Phase Circuits
- AC Motor Controls
- Machine Control Systems
- PLC's and HVAC

Tuition includes classroom materials, supplies, exam preparation and certifications.

Aug. 31, 2020 - July 28, 2021
M-TH | 6:00 - 10:00 pm
648 hrs. | \$9,500*

*Tuition: \$7,644 + Books/Supplies: \$1,856

CNC Machining Operations and Programming

NEW! Apollo now offers individuals seeking to achieve a career in CNC Manufacturing skills training. This program will prepare students to obtain NIMS (National Institute of Metalworking Skills) Level 1 CNC Lathe and Mill operators certification, Basic Robotic certifications and OSHA 30. Students will complete a 648-hour curriculum that provides advanced training in:

- Shop Safety
- Manual Lathe/Mill Machining
- CNC Lathe/Mill Setup and Operations
- CNC Programming, Dimensional Metrology
- AutoCAD and CAM Software

Certified CNC Machinist and Basic Robotic technicians are in high demand.

By completing the CNC Operator and programmer program students will have the skills area business and industry are requiring. Tuition includes classroom materials, supplies, exam preparation and certifications.

Requirements: Students must submit an official high school transcript, SLE Assessment

Aug. 31, 2020 - July 21, 2021
M-TH | 6:00 - 10:00 pm
648 hrs. | \$8,450*

*Tuition: \$7,555 + Books/Supplies: \$895

HVAC

HVAC is a module inside of the Industrial Maintenance Technician (IMT) program. This course covers the basic principles of heating, ventilation and air conditioning. Students will test for the EPA 608 certification as part of the program. (you must hold an EPA 608 certification in order to purchase and transport AC chemicals).

Sept. 14, 2020 - Feb. 1, 2021
M/W | 6:00-10:00 pm
144 hrs. | \$2,300

Electrical Apprenticeship

Apollo offers area contractors and businesses the opportunity to enroll their Electrical Apprentices/Helpers, in cooperation with the Ohio State Apprenticeship Council (OSAC), the formal classroom instruction and hands-on requirements to advance to the Journeyman's level. This is an 8000 hour, 3 year curriculum that encompasses residential, commercial and industrial electricity. Participants must be employed in the electrical field to register.

Starts: Sept. 8, 2020

Tuition: \$7,500 (includes supplies and examination application fee)

Basic Residential Electricity

A short-term introductory electrical course covers orientation to the electrical trades, circuits, theory, national electrical code (NEC), devices boxes, conductors and cables, residential electrical services and test equipment.

Dec. 1, 2020 - Mar. 23, 2021
T/TH | 6:00-10:00 pm
116 hrs. | \$1,500

Part-Time Manufacturing

Apollo offers an extensive catalog of part-time industrial and welding classes. These classes offer specific skills in a short period of time at an affordable price. They may provide you the skills to earn more money, get a promotion, or give you a helpful edge in the job market. For a list of our available classes, visit <http://www.apollocareercenter.com/adult-education> under "Manufacturing & Welding", select "Short Term Manufacturing and Welding".

Modules/classes that can be taken separately:

To enroll in a class visit
www.apollocareercenter.com

Machining Modules:

- Dimensional Metrology
- Machining Processes 1
- Machining Processes 2
- Tech Math
- Blueprint Reading
- Robotics
- OSHA
- Auto CAD W Inventor
- CNC Operations
- CNC Lathe programming and operations
- CNC Mill Programming and operations
- CAM

Industrial Maintenance Modules:

- Electrical Modules
- Electrical Schematics
- Single Phase Circuits
- AC Motor Controls
- Machine Control Systems
- PLC Programming
- Mechanical Modules
- Hydraulics/Pneumatic
- Industrial Mechanics 1
- Industrial Mechanics 2

AWS Testing



Call 419-998-2980 to register.
Register more than one week in advance. Test begins at 8 am.

Test Dates:

May 2, 2020	Oct. 17, 2020
May 16, 2020	Nov. 14, 2020
June 13, 2020	Dec. 12, 2020
Aug. 15, 2020	Jan. 16, 2021
Sept. 19, 2020	Feb. 20, 2021

Introduction to Welding

This class serves as an introduction for individuals that have no welding experience on various welding and fabrication processes. Learn the basics in this **one day** class to see if welding is something you should pursue!

T | 5:00 - 9:00 pm
4 hrs. | \$125

Aug. 4, 2020
Sept. 15, 2020
Oct. 13, 2020
Nov. 17, 2020

Summer Welding

PICK ONE: GMAW (MIG I & II), GTAW (TIG I & II) or SMAW (Stick I & II)

June 15 - 25, 2020
M-F | 8:00 am - 12:00 pm
36 hrs. | \$535

July 20 - 30, 2020
M-F | 8:00 am - 12:00 pm
36 hrs. | \$535

Short-Term Welding

Welding certificate program as a short-term 336-hour, 5-month program where students will be trained in:

- Welding Fundamentals & Metrology
- Math for Welders
- Blueprint Reading and Metallurgy
- Oxy Fuel Welding and Cutting
- MIG I, II, III, IV, V
- Professional Development
- AWS Certification Test

Tuition includes all classroom materials, supplies, exam preparation and certification test.

Sept. 14, 2020 - Feb. 23, 2021
M-TH | 6:00 - 10:00 pm
336 hrs. | \$5,500

Structural Plate and Pipe Welding

The Structural Plate and Pipe Welding program is a 768-hour one-year certificate program. This program is designed to provide portable welding credentials for code welders. Welders can test to a number of code-specific supplements that pattern themselves after the qualification requirements of those specific codes. Through classroom and hands-on training, students will gain knowledge and practice in the following areas:

- Welding Fundamentals and Metrology
- Math for Welders
- Blueprint Reading / Metallurgy
- Oxy-Fuel Welding/Cutting
- GMAW
- SMAW
- GTAW
- FCAW-G
- Pipe Welding SMAW & GTAW
- Professional Development: Resume writing, job search, interview skills and employability training

Graduates will be eligible to seek AWS certification in SMAW, GTAW, GMAW and pipe welding. Employment referrals to companies throughout the region will be provided.

Sept. 14, 2020 - Sept. 21, 2021
M-TH | 6:00 - 10:00 pm
768 hrs. | \$11,950*
**Tuition: \$11,340 + Books/Supplies: \$610*

Fabrication Concepts and Plate Welding

The Fabrication Concepts and Plate Welding program, a 696-hour certificate program, is designed to provide portable welding credentials for code welders. Welders can test to a number of code-specific supplements that pattern themselves after the qualification requirements of those specific codes. Through classroom and hands-on training, students will gain knowledge and practice in the following areas:

- Welding Fundamentals and Metrology
- Math for Welders
- Blueprint Reading / Metallurgy
- Oxy-Fuel Welding/Cutting
- GMAW
- SMAW

- GTAW
- FCAW-G
- Fabrication
- Professional Development: Resume writing, job search, interview skills and employability training

Graduates will be eligible to seek AWS Certification in SMAW, GTAW, and GMAW. Employment referrals to companies throughout the region will be provided.

Sept. 14, 2020 - Aug. 16, 2021
M-TH | 6:00 - 10:00 pm
696 hrs. | \$10,900*
**Tuition: \$10,290 + Books/Supplies: \$610*

Robotics

The robotics program trains students how to use the latest real-world robotic automation while applying science, technology, engineering and mathematics in both a hands-on and online learning environment.

Upon successful completion of the course, students will have the knowledge to move robots in:

- 3D View multi-windows
- Create a robotic work cell
- Edit robotic properties, parts and fixtures
- Create fixtures for pick and placement
- Programming
- Motion Instructions
- File Backup
- Handling Pro

Fanuc or Yaskawa certifications are available and issued upon successful completion of the course.

Tuition includes classroom materials, supplies, exam preparation and certifications.

Fanuc Class

Nov. 7, 2020 - Dec. 12, 2020
S | 8:00 am - 2:00 pm
36 hrs. | \$900

Mar. 6, 2021 - Apr. 10, 2021
S | 8:00 am - 2:00 pm
36 hrs. | \$900

Yaskawa Class

Aug. 3, 2020 - Aug. 31, 2020
M/W | 6:00 - 9:00 pm
36 hrs. | \$900

Feb. 8, 2021 - Mar. 10, 2021
M/W | 6:00 - 9:00 pm
36 hrs. | \$900

TRANSPORTATION & CONSTRUCTION

Truck Driving

Our CDL courses help the students prepare for the written permit test and the CDL skills test. Our Class A and Class B curriculum meets the Federal entry level driver training requirements and the State of Ohio requirements to obtain a certificate of completion. These requirements are vital to obtain employment as a truck driver with one of over 60 trucking companies that hire our graduates. Apollo Truck Driving Academy is licensed by the State of Ohio and is accredited by the Council on Occupational Education and governed by the Department of Higher Education.

Assistance in placement for qualified graduates. Financial aid is available based on eligibility through WIOA, NAFTA, TAA, TRA, OOD, VA, tuition assistance, GI Bill, employer sponsored, Workforce Development.

Admission Requirements:

- Students must have a valid Ohio driver's license, pass a DOT physical examination and school approved drug screen.
- 18 years of age allows students to drive in-state only
- Minimum age of 21 for interstate driving.
- Students must have no more than four (4) points on his or her current license.
- No DUI/DWI/OMVI motor vehicle substance convictions in the previous five (5) years

There is a \$200 application fee which covers the cost of a copy of driving record (driver's abstract), DOT physical and drug screen.



CLASS A CDL

200 hrs | \$4,600

5-Week Day Class

M-F | 8:00 am – 4:30 pm

June 15, 2020 - July 20, 2020
July 27, 2020 - Aug. 28, 2020
Sept. 8, 2020 - Oct. 12, 2020
Oct. 12, 2020 - Nov. 13, 2020
Nov. 9, 2020 - Dec. 15, 2020

10-Week Night Class

M-TH | 5:00 – 10:00 pm

Aug. 3, 2020 - Oct. 12, 2020
Oct. 5, 2020 - Dec. 15, 2020

CLASS B LICENSE

120 hrs | \$3,200

3-Week Day Class

M-F | 8:00 am – 4:30 pm

June 15, 2020 - July 6, 2020
July 27, 2020 - Aug. 14, 2020
Sept. 8, 2020 - Sept. 28, 2020
Oct. 12, 2020 - Oct. 30, 2020

6-Week Night Class

M-TH | 5:00 – 10:00 pm

Aug. 3, 2020 - Sept. 24, 2020
Oct. 5, 2020 - Nov. 12, 2020



Heavy Equipment Add-On at 100 Hours

The Heavy Equipment course consists of 100 hours of training; 10 classroom hours, and 90 field experience hours. The course of study covers the following topics: safety precautions, foundations, equipment maintenance, equipment operation and truck and trailer operation.

Class will be scheduled upon request. Call 419-998-2969 for more information.

M-TH | 5:30 - 9:30 pm
100 hrs. | \$3,500

**Heavy Equipment classes must have a minimum of 4 students to start classes.*

Forklift

This eight hour course is designed to teach students the skills to safely operate a forklift. A certificate is issued upon satisfactory completion. Follows OSHA guidelines.

July 21 & July 22, 2020
Aug. 25 & Aug. 26, 2020
Sept. 22 & 23, 2020
Oct. 20 & Oct. 21, 2020
Nov. 17 & Nov. 18, 2020

T/W | 5:30 - 9:30 pm
8 hrs. | \$120

**Forklift classes must have 3 students to start class. Classes cancelled due to lack of registrants, will not be rescheduled.*



SPECIAL INTEREST CLASSES

Register more than 2 weeks in advance. Without sufficient enrollment, classes will be cancelled. Prices/schedules are subject to change without notification.

Motorcycle Basic Rider Course (BRC)

Apollo Career Center serves as a training site for Motorcycle Ohio classes. This course is a combination of classroom training and hands on motorcycle riding by certified Motorcycle Ohio instructors. Registration is \$50 per person. A motorcycle and helmet will be provided. **To register for a class, please visit www.motorcycle.ohio.gov or call 1-800-83-RIDER. All classes begin in the Lowry Building, room A05A.**

Photography

Photography I:

June 24 - July 29, 2020
W | 6:30 - 9:30 pm
18 hrs. | \$60

Sept. 16 - Oct. 21, 2020
W | 6:30 - 9:30 pm
18 hrs. | \$60

Photography II:

June 25 - July 30, 2020
TH | 6:30 - 9:30 pm
18 hrs. | \$60

Aug. 5 - Sept. 9, 2020
TH | 6:30 - 9:30 pm
18 hrs. | \$60

Sept. 17 - Oct. 22, 2020
TH | 6:30 - 9:30 pm
18 hrs. | \$60

Photography III:

Aug. 6 - Sept 10, 2020
TH | 6:30 - 9:30 pm
18 hrs. | \$60



ONLINE CLASSES

Apollo Career Center offers hundreds of online classes. For a full listing of what's available, visit our website and click Online Classes!

American Heart Association Online Classes:

Call 419-998-2962 for registration directions

Healthcare Provider (BLS) | \$75

Heartsaver (HS) CPR AED, First Aid, Heartsaver CPR/AED/FA | \$100

- Part 1 is online.
- Parts 2-3 check-offs by appointment only. Call 419-998-2962 for more information.
- Check-off only of BLS or HS skills costs \$40 for each discipline.

Home Inspector Training | \$895

The American Home Inspection program will teach you how to perform a professional inspection on your own time, in your own home, and at your own pace. All of the program materials will be shipped to your door. You'll learn independently, but not alone- with unlimited instructional support. The eight-course books/study modules, combined with audio and visual tutorials, photos of numerous inspection scenarios, practice exercises and quizzes, provide you with a step-by-step process for executing a complete, thorough, professional home inspection and producing a professional home inspection report. Information is also provided on how to successfully start up and market your home inspection business. To register, visit: <https://www.ahit.com/affiliates/apollo/homeinspection.cfm>

Medical Terminology | \$545

Call 419-998-2981 for registration directions

Once class is registered and payed for, you can pick up your book and online access information in the Adult Education office.

Medical Transcription | \$605

Call 419-998-2981 for registration directions

Learn medical transcription techniques with hands-on practice using various medical forms including history, physicals, discharge summaries, and more. You will be exposed to diverse accents and dialects and varying diction styles. Basic editing and proofreading will also be covered to help transcribe accurately and efficiently. *Prerequisites: Word processing skills and Medical Terminology*



FINANCIAL AID & GENERAL INFORMATION

Financial aid is available through a variety of sources for qualified individuals in career development programs. Each source of aid has its own specific guidelines concerning eligibility and filing dates.

Our Financial Aid Manager can guide you through the world of PELL Grants, Direct Loans, VA benefits and the various programs available to you for career development.

Call Financial Aid Manager, Joy Baeumel, at 419-998-2990 for an appointment.

Pell Grant (FAFSA) and Direct Loans

These are available through the U.S. Department of Education. They are awarded on the basis of your previous year's income and apply to most 600+ hour programs. A 90% attendance rate and a 1.7 grade point average must be maintained while attending school. Apply online at www.fasfa.ed.gov

Private Loan

Private student loans are offered through private lenders and should only be used after all federal loan eligibility has been exhausted. These loans are in the student's name but may require a cosigner and a credit check of the cosigner to determine eligibility.

FASTChoice is a list of recommended lenders; you are not limited to the lenders listed. If you choose to work with a lender that is not listed, please notify us so we may process your loan promptly.

Veterans Educational Benefits (V.A.)

Selected programs are approved for the training of veterans. Apply online at <https://www.va.gov/education/how-to-apply/>

To check on your status with the Veterans Affairs, call 800-827-1000 or the local Lima office at 419-228-3700

Bureau of Vocational Rehabilitation

This agency provides individuals with disabilities services and supports necessary to help them attain and maintain employment.

Call the Lima office at 419-228-1421 to see if you qualify.

Workforce Innovation and Opportunity Act (WIOA)

WIOA provides funding for underemployed, single parents, economically disadvantaged, dislocated workers and other special needs individuals.

Trade Adjustment Assistance (TAA)/Trade Reemployment Assistance (TRA)/Reemployment Trade Adjustment Assistance (RTAA)

This funding is available to individuals who have become either unemployed or had hours reduced as a result of increased imports from or shift production to foreign countries.

Call your county's One-Stop/County Ohio Means Jobs Department to see if you qualify for funding.

OMJ Allen County | 419-999-0360
OMJ Auglaize County | 567-242-2750
OMJ Hancock County | 419-429-8031
OMJ Hardin County | 419-674-2312
OMJ Logan County | 937-599-5165
OMJ Mercer County | 419-586-6409
OMJ Putnam County | 567-376-3761
OMJ Shelby County | 937-498-4981x297
OMJ Van Wert County | 419-623-4437

Scholarship Opportunities

Various Business Partners have teamed up with the Apollo Foundation to provide scholarships to Apollo students that are working towards completion of Certificate training programs that will lead to a skilled career. Students

are required to successfully complete at least 3 months of their program before they are eligible to apply.

If you live or work in Allen County, you are eligible to apply for a scholarship through the Lima Rotary Club.

Loan Counseling


Recipients of the Federal Direct Student Loans are required by federal regulations to complete entrance and exit loan-counseling sessions. Entrance counseling sessions must be completed prior to the student receiving the loan proceeds. Exit counseling sessions must be completed at the time of graduation or when a student leaves school. A hold will be placed on your Apollo Career Center records if you fail to complete exit counseling.

Job Placement/Professional Development

We are committed to assisting students in finding jobs within their field of study. Students enrolled in career development programs are eligible for this service.

Career Counseling and Assessment

Should you have concerns or questions regarding your career path, a certified counselor is on staff to provide personalized career counseling and assist you in your decision-making process.



THE FOUNDATION'S ROLE IS VITAL TO PROMOTE, ASSIST, AND SUPPORT CAREER TECHNICAL EDUCATION BY:

- PROVIDING SCHOLARSHIPS
- ASSISTING WITH STUDENT NEEDS/REQUESTS
- PURCHASING TOOLS/WORKBOOKS AIDING ADULT BASIC LITERACY

DONATE TODAY
VISIT APOLLOCAREERCENTER.COM

Career Passport

Students who fulfill program criteria in career development programs earn a Certificate of Completion and an Apollo Career Passport.

Career Technical Credit Transfer (CT2)

As Ohio secondary and adult career-technical students seek higher education, CT2 initiative allows for approved technical coursework to be transferred to State 2 and 4 year institutions of learning for college credit. Go to <https://www.ohiohighered.org/transfer/ct2> for more information.



Accreditation

Apollo Career Center is a governed by the Ohio Department of Higher Education (formerly known as the Ohio Board of Regents) and is fully accredited by the Council on Occupational Education, 7840 Roswell Road, Building 300, Suite 325, Atlanta, GA 30350, Tele: 770-396-3898 Fax: 770-396-3790, www.council.org

Quality Statement

Apollo Career Center Adult Workforce Education serves to educate, train or re-train individuals to gain employment, increase skills and enrich lives.

Admission

Full-time classes are open to anyone 18 years of age or older and not enrolled in a full-time high school program. High school diploma or GED is required unless other exceptions apply*. All full-time registrations take place in the Adult Education office.

Contact the Adult Education office or Financial Aid Manager for additional information.

*Admission by Exception policy can be found in the Student Handbook under Student Services at <https://www.apollocareercenter.com/adult-education/>

Tuition

Course fees are established to cover the operating expenses of the Apollo Career Center Adult Education programs which are self-supporting. Textbooks are included in tuition unless otherwise notes, and are non-refundable.

Certification Test, Supplies and Tools

These items, when required, are included in the course fees and are not refundable. Toolkits are packaged and not broken up.

Instructors

The State of Ohio Department of Education certifies all instructors.

Class Cancellations

If a course is cancelled by Apollo Career Center, a full refund will be made.

Withdrawals

If a student withdraws, refunds will be handled according to the refund policy.

Fees may apply. Review the refund policy in the Student Handbook on our website: <https://www.apollocareercenter.com/adult-education/>

Certifications

An Apollo certificate of completion will be awarded to each student who attends 90% of scheduled classes and satisfactorily completes the required work.

Equal Opportunity

It is the policy of the Apollo Joint Vocational School District that educational activities, employment practices, programs and services are offered without regard to race, color, national origin, gender, religion, disability or age.

School Closings

For fog, ice or snow delays Apollo Adult Education will automatically delay for 2 hours. Classes will start at 10 a.m. and end at the regular time. For Fog cancellations announcements, Apollo Adult Education will not cancel. For ice and snow cancellations, Apollo Adult Education will also cancel day classes. In any condition, the adult night classes will meet as scheduled, unless road conditions become hazardous. In such case, a decision will be made by 3:00 p.m. Listen to local TV stations for information or visit www.hometownstations.com.

College Credit

Apollo Adult Workforce Education has articulated a number of their Career Development programs with 2-year and 4-year colleges and universities through memorandums of understanding. Call today to find out what credit you can receive after completion of the program for transfer.

We're Social!

Follow **Apollo Career Center** on:

Facebook, Twitter, Instagram, LinkedIn, YouTube

Visit our website: apollocareercenter.com

The graphic features a grey background with a diagonal line pattern. At the top, the text "We're Social!" is written in a large, black, cursive font. Below it, "Follow Apollo Career Center on:" is written in a smaller, black, sans-serif font, with "Apollo Career Center" in red. A thick black horizontal line with a downward-pointing arrow is positioned below the text. Underneath the arrow are five social media icons: Facebook (blue square with white 'f'), Twitter (light blue square with white bird), Instagram (gradient square with white camera icon), LinkedIn (blue square with white 'in'), and YouTube (red square with white play button). At the bottom, the text "Visit our website: apollocareercenter.com" is written in a small, black, sans-serif font.



ADULT
EDUCATION