www.SheridanTechnicalCollege.edu

2020 SUMMER

ETHREITSE ERMINS











SOCIAL DISTANCING GUIDELINES



Many programs offer a Career In a Yearl

Stay Connected









The mission of Sheridan Technical College is to promote excellence in academic, career and technical studies in order to prepare students to enter and remain competitive in a global workforce.

Three Broward locations: Sheridan Technical College Main, West and High School.

MAIN CAMPUS

5400 Sheridan Street
Hollywood, FL 33021
Tel: 754.321.5400
Fax: 754.321.5680
www.SheridanTechnicalCollege.edu

WEST CAMPUS

20251 Stirling Road Pembroke Pines, FL 33332 Tel: 754.321.3900 Fax: 754.321.3940

www.SheridanTechnicalCollege.edu

HIGH SCHOOL CAMPUS

3775 S.W. 16th Street Ft. Lauderdale, FL 33312 Tel: 754.321.7450 Fax: 754.321.7490

https://www.browardschools.com/sheridantechhigh

REMOTE HOURS OF OPERATION

MAIN

Monday - Friday 9:00 am - 4:00 pm

WEST

Monday - Friday 9:00 am - 4:00 pm

MAIN & WEST CAMPUS ORIENTATION

 Program orientations are currently being conducted online via counselor/ advisor led video conferencing.

Please visit https://www.sheridantechnicalcollege.edu/online-orientation-schedule/ to access the orientation schedule and to register.

TESTING MAIN

· Currently unavailable



SHERIDAN COUNSELORS/ADVISOR - MAIN CAMPUS

Culinary Arts & Hospitality: Professional Culinary Arts & Hospitality **Education & Training:** Child Care Center Operations/Early Childhood Education

Joni McLaurine754.799.7745
Automotive Technology: Automotive Service Technology/Adv. Auto Technology

(GM ASEP, FORD ASSET, MCAP & NISSAN-INFINITY)/Automotive Collision Technology
Technician, Automotive Maintenance & Light Repair

Construction Trades & Energy: Building Trades & Construction Design Technology/ Heating, Ventilation, A/C Refrigeration (HVAC/R)/Electricity/Plumbing

SHERIDAN ADVISOR - WEST CAMPUS

June Armstrong754.799.7715

Commercial Vehicle Driving & Diesel Maintenance: Commercial Class "B" Driving/Commercial Vehicle Driving/Diesel Maintenance Technician

Automotive Technology: Advanced Automotive Technology - AUDI Automotive Service Training (AAST Program)

STUDENT SUPPORT STAFF

Di Jadulal754.799.7746 *Employment Specialist*

 Althea Jester
 754.799.7752

 Employment Specialist
 754.799.7752

Joanne Santana954.614.1608

ESE Specialist

Veterans Certifying Official



registration information | for more information | 754.321.5400

Contact Office of Student Affairs







- Registration fees and Health Science fees are non-refundable (each semester has a \$40 non-refundable registration fee and \$20 each quarter).
- Semester length is 18 weeks/guarter length is 9 weeks.
- There is an annual \$20 Student Activity Fee.
- Tuition and lab fees are subject to change by the Florida Legislature and/or the Broward County School Board.
- Classes are subject to cancellation if minimum enrollment is not met.
- Proper I.D. for testing is required.

Example: Valid Florida Drivers License, valid Passport and/or a valid Florida I.D.

- Fees listed are for Florida residents: non-resident fees are higher and available upon request.
- Fees listed are based on the number of class days according to the District calendar.
- Total approximate program costs are also found in the student catalog.







OFFICE OF STUDENT AFFAIRS REMOTE **HOURS OF OPERATION**

MAIN

Monday - Friday 9:00 am - 4:00 pm

WEST

Monday - Friday 9:00 am - 4:00 pm

REGISTRATION HOURS OF OPERATION MAIN

Monday - Friday 9:00 am - 4:00 pm

REGISTRATION HOURS OF OPERATION WEST

Monday - Friday 9:00 am - 4:00 pm

testing center

Sheridan Technical College is a Pearson VUE and Certiport Authorized Testing Center. Pearson VUE and Certiport offers innovative computer-based testing solutions through secure, electronic test delivery. We provide licensure, certification, academic admissions, regulatory and government exams and credentials to keep you competitive in today's global workforce. For more information or to schedule a test, call 754-321-5541.











2019 - 2020 Sheridan Technical C	College Progr	am Schedule	
		Clasroom	
Program	Campus	Meeting Days	Classroom Hours
Accounting Operations	Main	Distance	Distance
		Thur	6:00 am - 9:00 pm
Administrative Office Specialist	Main	M, T, W & F	Distance
Advanced Automotive Technology - AUDI (AAST)	West	M & T	8:00 am - 4:30 pm *
Advanced Automotive Technology - FORD	Main	M - TH	7:00 am - 12:00 pm*
Advanced Automotive Technology - General Motors Advanced Automotive Technology - MCAP	Main Main	M - TH M	11:45 am - 5:45 pm* 8:00 am - 4:00 pm *
Advanced Automotive Technology - NICAF Advanced Automotive Technology - NISSAN(NATT)	Main	T & W	8:00 am - 3:00 pm *
Automotive Collision Technology Technician	Main	M - F	7:00 am - 1:45 pm (FT)
<u> </u>			7:00 am - 10:00 am (PT)
Automotive Maintenance & Light Repair	Main	M - F	7:00 am - 1:45 pm
			7:00 am - 1:45 pm (FT)
Automotive Service Technology	Main	M - TH	7:00 am - 10:00 am (PT)
		F	Distance
Automotive Service Technology	Main	T-F	7:00 am - 1:45 pm (FT) 7:00 am - 10:00 am (PT)
Automotive service reclinology	IVIAIII	M	Distance
		T ,W, TH	7:00 am - 2:00 pm
Barbering	Main	M & F	Distance
Building Trades and Construction Design Technology	Main	M - F	7:00 am - 1:45 pm
Business Management & Analysis	Main	Distance	Distance
Child Care Center Operations Commercial Vehicle Priving (Class A and Class B)	Main	Distance M - F	Distance
Commercial Vehicle Driving (Class A and Class B) Commercial Vehicle Driving (Class A and Class B)	West West	M - R	7:00 am - 2:30 pm 5:00 pm - 10:30 pm
		M & TH	8:00 am - 2:30 pm
Computer Systems & Information Technology	Main	T, W, F	Distance
Cosmetology	Main	T - TH	7:00 am - 2:00 pm
Cosmetology	IVIAIII	M&F	Distance
Cosmetology	Main	W - F	8:00 am - 3:00 pm
		M & T M - W	Distance 1:00 pm - 8:00 pm
Cosmetology	Main	TH & F	Distance
Cosmotology (Part Time)	Main	M - W	3:45 pm - 8:00 pm
Cosmetology (Part Time)	iviaiii	TH & F	Distance
Diesel Maintenance Technician	West	M - TH	7:00 am - 1:45 pm
		F	7:00 am - 2:30 pm (FT)
Early Childhood Education	Main	M - F	7:00 am - 10:30 am (PT)
			11:00 am - 2:30 pm (PT)
Electricity	Main	M - F	7:00 am - 1:45 pm
Electrocardiograph Technology	Main	T&TH M,	4:30 pm - 9:30 pm
3,		W, F M, W, F	Distance 8:00 am - 3:00 pm
Facials Specialty	Main	T & TH	Distance
5 1 6 11		M - W TH	1:00 pm - 8:00 pm
Facials Specialty	Main	& F	Distance
Heating Ventilation Air Conditioning (Befrigaration (HVAC/D)	Main	M - TH	6:00 pm - 9:00 pm
Heating, Ventilation, Air-Conditioning/Refrigeration (HVAC/R)		F	Distance
Heating, Ventilation, Air-Conditioning/Refrigeration (HVAC/R)	Main	M - F	7:00 am - 1:45 pm
Legal Administrative Specialist	Main	Thur	6:00 am - 9:00 pm
Legal Authinistrative Specialist	ivialii	M, T, W & F	Distance
Massage Therapy	Main	T - F	8:00 am - 3:00 pm
		M M - R	Distance 2:30 pm - 9:00 pm
Massage Therapy	Main	F	Distance
Medical Administrative Specialist	Main	M- TH	8:00 am - 2:30 pm
·	Main	F	Distance
Medical Assisting	Main	M - F	7:30 am - 2:00 pm
Medical Coder/Biller – ATD	Main	R	6:00 pm - 9:00 pm
		M - W & F M - TH	7:00 am - 1:45 pm
Network Support Services	Main	F	Distance
Network Systems Administration	Main	T, W, TH	8:00 am - 2:30 pm
<u> </u>		M&F	Distance
Patient Care Technician	Main	M - F	7:00 am - 1:30 pm
Pharmacy Technician - ATD	Main	M - F M - F	7:00 am - 1:30 pm Distance (90hr. CORE)
Phlebotomy	Main	T & TH	4:30 pm - 10:00 pm
Plumbing	Main	M - F	7:00 am - 1:45 pm
Practical Nursing	Main	M - F	7:00 am - 1:30 pm
Professional Culinary Arts & Hospitality	Main	M - F	7:00 am - 1:45 pm
Surgical Technology	Main	M - TH	7:00 am - 3:15 pm
Web Development *Dealer externship hours will vary and apply for Corporate Auto Pr	Main	Distance	Distance

^{*}Dealer externship hours will vary and apply for Corporate Auto Programs

COVID-19



STAY HOME

abe/aaae/ged adult education

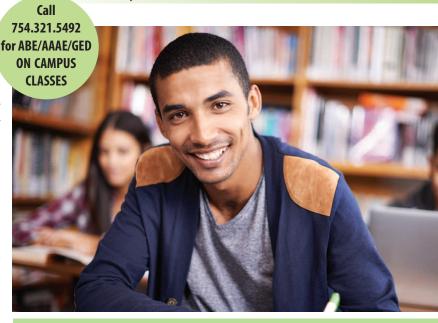
Contact the Adult Academics for Adult Education for more information | 754,321,5492

ABE/AAAE 754.321.5492 (Adult Basic Education/Applied Academics for Adult Education)

The Adult Basic Education (ABE) program provides basic literacy and life skills for individuals who desire to improve their academic levels. Adult Basic Education includes content standards for Mathematics, Language, and Reading. Flexible class times are available to accommodate student needs.

AAAE 754.321.5492

The purpose of this program is to prepare students for college and future careers by improving reading, math, and language skills. The Applied Academics for Adult Education (AAAE) program is based upon the assessed needs of the individual and the academic and employability requirements related to Florida's Career and Technical Education (CTE) programs. Flexible class times are available to accommodate student needs.



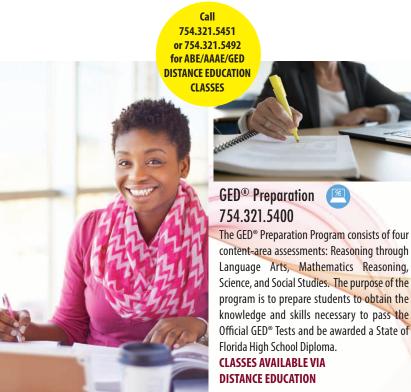
Due to Covid-19, all ABE/AAAE/ESOL/GED classes are temporarily online. Please check with your department for class times and questions.

Program Fees | Tuition Fee: \$30 per semester Test Fee: \$15 Student Activity Fee: \$20



happen in life
whether personal
or professional.
However, I never quit
on my educational
objective and thanks to
the GED department,
I had the opportunity
to move forward and
achieve my goals
to continue
my education.

— Juan Moran GED Graduate 2019





(ESOL) english for speakers of other languages

Contact the ESOL Department for more information 1 754.321.5431



ESOL Classes 754.321.5431

The English for Speakers of Other Languages program prepares students to communicate in English to improve job skills and to further

their technical and academic studies. Classes focus on life skills, reading, test taking skills, listening, speaking and writing.









automotive technology

COUNSELOR 754.799.7745 | DEPARTMENT 754.321.5528

ONLY AVAILABLE AT THE WEST CAMPUS

ADVANCED AUTOMOTIVE TECHNOLOGY - AUDI AUTOMOTIVE SERVICE TRAINING (AAST)

2400 hrs | **DISTANCE EDUCATION**

Students attend Sheridan Technical College on Mondays and Tuesdays from 8:00 am to 4:30 pm while working at their sponsoring dealerships part time the rest of the week. Students will work approximately 20 to 30 hours a week at a dealership, under the supervision of a

Master Technician, earning a minimum of \$11.00 to \$14.00 per hour totaling nearly \$27,000 during the program. Audi students will be encouraged to take the ASE Automobile Certification Tests during the normal length of the program and should have at least four (4) ASE certifications upon graduation. Students will also obtain official Audi Factory Training in a variety of areas. This training is recognized by Audi Dealers Nationwide. As the technology increases in automobiles, the need for highly

skilled factory trained automobile technicians also increases. The average Audi graduate should earn into the \$40,000 range within a couple of years after graduation. Many technicians earn over \$50,000 a year and it is not unusual to earn over \$75,000 a year. For more information and details about this program contact the Audi Training Coordinator Edgard Solis at 954.801.7188 or Sheridan's West Campus Counselor at 754.321.3903.



ADVANCED AUTOMOTIVE TECHNOL-OGY - NISSAN/INFINITI TECHNICIAN TRAINING ACADEMY (NTTA)

2400 hrs | **DISTANCE EDUCATION**

Full-time students attend Sheridan Technical College on Tuesday and Wednesday from 8:00 am to 3:00 pm while working at their sponsoring dealerships part time the rest of

the week. Students will work approximately 20 hours a week at a dealership, working under the supervision of a Master Technician. Nissan/ Infiniti students will be encouraged to take the ASE Automobile Certification Tests during the normal length of the program. Students will also obtain official Nissan/Infiniti Factory Training in a variety of areas. This training is recognized by Nissan/Infiniti Dealers Nationwide. As the technology increases in automobiles, the need for highly skilled factory trained automobile technicians also increases. The

average Nissan/Infiniti graduate should earn into the \$40,000 range within a couple of years after graduation. Many technicians earn over \$50,000 a year and it is not unusual to earn over \$75,000 a year. For more information and details about this program contact the Nissan/Infiniti Training Coordinator Mark Couvillion at 954.253.8664.







AUTOMOTIVE COLLISION TECHNOLOGY TECHNICIAN

1400 hrs | **DISTANCE EDUCATION**

The learning experiences included in the Automotive Collision Technology Technician program prepares students for employment in the collision repair industry. Consumers are keeping their vehicles longer and every year more cars and trucks crowd onto the highways. Both factors create a need for more body and paint repair technicians. Available occupations include collision repair technician, paint repair technician, body shop office personnel, material supplier, sales, glass technician, and related positions within insurance companies.

AUTOMOTIVE SERVICE TECHNOLOGY



1800 hrs | **DISTANCE EDUCATION**

The Automotive Service Technology program prepares students for employment as automotive technicians by providing them with state-of-the-art automotive service repair techniques. Technical training is provided in the classroom and in the lab on both foreign and domestic vehicles. Included in this NATEF Certified Program are the following ASE Certification subjects: Electrical Systems, Engine Theory and Repair, Engine Performance, Manual Drivelines and Axles, Automatic Transmissions, Brake Systems, Heating and Air Conditioning, and Steering/Suspension Systems. Introduction and routine maintenance subjects are also included. This competencybased program combines theory and real-life working conditions to provide an effective beginning for students who wish to become certified automotive service technicians.



AUTOMOTIVE MAINTENANCE & LIGHT REPAIR



The Automotive Maintenance and Light Repair program focuses on the knowledge and skills needed to work on a variety of systems such as engine, drivetrain, brakes, electrical, and steer & suspension. Students learn to conduct basic repairs and maintenance on automobiles and light truck systems. This program is designed for those who wish to be certified in basic entry skills as a service technician. This certificate will aid students in obtaining an entry-level position at either a dealership or an independent repair facility. Upon completion, the goal is to give the technician well-rounded entry-level knowledge in all 8 of the areas that are covered under the industry standard of Automotive Service Excellence (ASE).

ADVANCED AUTOMOTIVE TECHNOLOGY FORD - ASSET (AUTOMOTIVE STUDENT SERVICE EDUCATIONAL TRAINING)

2400 hrs | **DISTANCE EDUCATION**

The Ford ASSET program is a two-year program in cooperation with Ford or Lincoln dealerships. ASSET incorporates the most advanced foundation in automotive service technology, mechanical skills, and academic skills. ASSET provides a solid education combined with invaluable work experience at a Ford or Lincoln dealership for hands-on learning. Applicants must have GED or High School diploma, less than three points on drivers license, pass a background and drug test, and be at least 18 years of age. Contact Jim Anderson at 954.804.7666.



ADVANCED AUTOMOTIVE TECHNOLOGY - GM ASEP

2400 hrs | **DISTANCE EDUCATION**

The General Motors Automotive Service Educational Program (GM ASEP) is an alliance between Sheridan Technical College and General Motors Corporation. GM ASEP is a two year automotive training program. Students attend class full time for eight (8) weeks followed by eight (8) weeks of full time paid work experience at local General Motors Dealership. GM ASEP students must complete academic classes at Broward College while taking advanced automotive technical training at Sheridan Technical College. Applicants must be at least 18 years of age.





ADVANCED AUTOMOTIVE TECHNOLOGY - (MOPAR CAREER AUTOMOTIVE PROGRAM) MCAP

2400 hrs | **DISTANCE EDUCATION**

Entry level automotive technicians will work for a local Chrysler, Jeep, Dodge, Ram, Fiat, or SRT dealer while attending a two year factory training program at Sheridan Technical College. Students must attend Sheridan Technical College every Monday to receive factory training. Students have the option to attend an academic class one night a week at

Broward College. Students usually work 35 paid hours per week, earning \$22,000 in their training years. Graduates earn approx, \$42,000 a year. Students will earn while they learn. Sheridan Technical College accept "college prepaid" and "federal student aid." School costs are approximately \$400 a month. For more information contact Mark Couvillon at 954.253.8664. Applicants must have a GED or High School diploma, less than three points on drivers license, pass a background check and drug test.

cvd & diesel maintenance | counselor 754.799.7715 | DEPARTMENT 754.321.3900



COMMERCIAL CLASS "B" DRIVING

150 hrs | **DISTANCE EDUCATION**

The Commercial Class "B" Driving program will prepare students for entry-level employment as a professional local truck driver. Upon successful completion of the program, which includes 200 miles of local and highway driving, Commercial Class "B" Driving students will receive a technical certificate, and will be able to test at our facility for their Class "B" Commercial Drivers License (CDL).

ONLY AVAILABLE AT THE **WEST CAMPUS**

COMMERCIAL VEHICLE DRIVING

320 hrs | **DISTANCE EDUCATION**

The Commercial Vehicle Driving program will prepare students for entry-level employment as a professional local or over-the-road (OTR) truck driver. Upon successful completion of the program, which includes 1,000 miles of local and highway driving, Commercial Vehicle Driving students will receive a technical certificate, and will be able to test at our facility for the Class "A" Commercial Drivers License (CDL). Commercial Vehicle Driving is a job preparatory program that instructs students in:

- · The proper loading and securing of cargo
- Coupling and uncoupling
- Shifting
- Maneuvering
- · Backing of large tractor trailers, truck controls, and systems
- · Double-clutching and shifting techniques of 9, 10, and 13-speed transmissions

Students will practice concepts previously covered in the classroom and the basic procedures needed to safely operate large tractor trailers prior to being taken on the road. The remaining portion of the Commercial Vehicle Driving program will be spent driving on all different types of highways.

ONLY AVAILABLE AT THE WEST CAMPUS

DIESEL MAINTENANCE TECHNICIAN

600 hrs | **DISTANCE EDUCATION**

The Diesel Maintenance Technician is an exciting new accelerated "Boot Camp" type program that prepares students for a wide array of career opportunities in the commercial diesel repair industry. The Diesel Maintenance Technician program will teach students the necessary soft and hard skills needed such as employability, problem solving, and recommended OSHA (Occupational Safety and Health Administration)

procedures for entry level success. Students will learn safe and efficient work practices, while the main focus of the program will be CMV (Commercial Motor Vehicle) preventative maintenance and air brakes systems. The students will have the exposure to and earn the skills necessary to repair ALL heavy vehicle systems, including system diagnostics. Students will enjoy hands-on experience learning while maintaining and repairing an active fleet of trucks for our Commercial Vehicle Driving program.



barbering, cosmetology & spa service

COUNSELOR 754.799.7718 | DEPARTMENT 754.321.5565

BARBERING

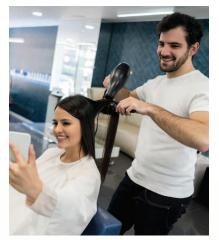
1200 hrs | **DISTANCE EDUCATION**

The Barbering program includes training in hair cutting with clippers, shears, styling, shaving, mustache and beard designs, hair coloring, chemical waving and relaxing. Students are introduced to the laboratory where they render hair and facial treatments to the general public for a nominal fee. This invaluable work experience at Sheridan Technical College prepares the student with entry level skills. The Barber curriculum is designed to qualify students for the Barber Licensing Examination which is governed by the Florida Department of Business and Professional Regulation.















COSMETOLOGY

1200 hrs | **DISTANCE EDUCATION**

The Cosmetology program is designed to qualify students for the Cosmetology Licensing Examination governed by the Florida Department of Business and Professional Regulation. The Cosmetology program length may vary based upon a student's ability, attendance, and prior knowledge. Cosmetology graduates are eligible to apply for licensure or registration in Florida as a Cosmetologist and Esthetician. Students are introduced to the laboratory where they render hair, basic nails and skin care services to the general public for a nominal fee. This invaluable work experience at Sheridan Technical College prepares the student with entry level skills for the job market.



FACIALS SPECIALTY

260 hrs | **DISTANCE EDUCATION**

The Facials Specialty program prepares students for employment as a Facial Specialist. Training includes background in bacteriology, hygiene, personality development, Florida law, machine and manual facials, tweezing/waxing, basic makeup, eyebrow/lash tinting, and entrepreneurship. Instruction and learning activities are provided in a laboratory setting with hands-on experience using chemicals, implements, and equipment appropriate to the program content in accordance with current trade practices. Instruction is designed to qualify students for employment while obtaining Facial Registration from the Florida Department of Business and Professional Regulation.





MASSAGE THERAPY

750 hrs | **DISTANCE EDUCATION**

The Massage Therapy program is designed to prepare students for employment as a licensed massage therapists in a variety of health care and wellness settings. Licensed graduates may be employed in facilities such as spas, resorts, sports clinics, corporate offices, medical offices, and/or self-employed. The Massage Therapy student will develop skills in the manipulation of soft tissues of the

human body through instruction by demonstration. Student practice includes various massage techniques focusing on basic Swedish massage and the use of hydrotherapy and other allied modalities. Massage Therapy graduates are prepared to take the National Certification Examination in Therapeutic Massage and must be licensed to work in the State of Florida.

business & it

COUNSELOR 754.799.7716 | DEPARTMENT 754.321.5464



Iv Sheridan instructors were so helpful and encouraging. They make sure you are successful in your program and beyond!

-Myrna. Business Management June, 2019

Some business programs are blended. Students enrolled in online programs complete the coursework according to program pacing guides from any convenient location with Internet access. Web conferencing using Blackboard Collaborate allows students to meet with their instructor online for programmatic instruction, to ask questions or to receive assistance. The live, interactive, Blackboard Collaborate sessions are recorded as a resource for students. On campus computer labs are available for student use.



ACCOUNTING OPERATIONS (23) 900 hrs | **DISTANCE EDUCATION**



The Accounting Operations Program is designed to prepare students for employment as an Accounting Clerk, Accounting Associate, and Accounting Assistant. The course content includes the applications of accounting principles related to: business transactions; financial statements; payroll records, forms and reports; accounting control systems; account and transaction analysis; inventory methods; the aging process; and depreciation. Activities include the use of computers, spreadsheet (MS Excel), and Accounting QuickBooks software. The Accounting Operations Program prepares students for the QuickBooks Certified User Industry Certification.



ADMINISTRATIVE OFFICE SPECIALIST



1050 hrs | **DISTANCE EDUCATION**

The Administrative Office Specialist Program is designed to prepare students for employment as a Receptionist, Data Entry Clerk/Specialist, Office Manager, Office Coordinator, Front Desk Assistant, Secretary and Administrative Assistant. The program content includes: emerging office technology and procedures; oral and written communications and presentations; critical thinking and decision making skills; career research; keyboarding skills; transcription of documents from dictation; electronic desktop publishing; integrated software applications; and the development of employment portfolios and job seeking resources and documents.

The Administrative Office Specialist Program specializes in mastering the Microsoft Office 2016 suite and many other software that prepares students for the Microsoft Office Specialist (MOS) Industry Certification Exam and Office 365.

BUSINESS MANAGEMENT & ANALYSIS



The Business Management and Analysis Program is designed to prepare students for employment as a Supervisor, Manager Trainee or in Small Business Management.

The course content includes: communications and human resource management; finance; technology; accounting fundamentals; environmental health and safety; computer applications; functions of management; forms of business ownership; organizational structures; business law and ethics; insurance; government regulations in business; and how to open and operate a business. As a final project, students prepare a portfolio and business plan. The Business Management and Analysis Program prepares students for the Microsoft Office Specialist (MOS) Industry Certification.



In any industry, it takes **TEAMWORK**to achieve anything!





COMPUTER SYSTEMS & INFORMATION TECHNOLOGY 900 hrs | DISTANCE EDUCATION

The Computer Systems & Information Technology program offers a broad foundation of knowledge and skills that prepare students for employment in the Computer/Network/Security fields. The course content includes computer hardware, troubleshooting, repair and maintenance, operating systems and software, networking

fundamentals, networking protocols, networking media and topologies, network devices, network requirements, network tools, local area networks, identifying network security threats, WAN links and Wireless technologies. The Computer Systems & Information Technology student will receive preparation for the CompTIA A+, Network+, and Security+ certifications. The program consists of three online days and daytime face-to-face classes.



LEGAL ADMINISTRATIVE SPECIALIST

1050 hrs | **DISTANCE EDUCATION**

The Legal Administrative Specialist Program is designed to prepare students for employment as a Document Coder, Legal Records Manager, Legal Aide/Assistant, File Clerk, General Office Clerk, Personal Assistant, Clerical Support Staff and Legal Secretary. The program content includes: legal office technology and procedures, oral and written communications and presentations; critical thinking and decision making skill sets; legal terminology; legal office procedures and practices; transcription and formatting of legal documents; use of advanced software applications; career research; legal aspects of business and legal document preparation; and the development of employment portfolios and job seeking documents.

The Legal Administrative Specialist Program specializes in mastering the Microsoft Office 2016 and many software that prepares students for the Microsoft Office Specialist (MOS) Industry Certification exam and Court Reporting.



MEDICAL ADMINISTRATIVE SPECIALIST 1050 hrs | DISTANCE EDUCATION

This program will provide students with a variety of skills for employment in the medical field to perform administrative support functions. The program will include training in medical office duties that utilize knowledge of medical terminology, medical office procedures including Medical Billing and Coding, and Microsoft Office 2016.

Upon completion of this program, students are qualified to attain the Certified Medical Administrative Assistant (CMAA) certification through the MedCA (Medical Career Assessments) to become part of the Allied Health Profession. Medical Administrative Specialist program training include proficiency in:

- Information technology
- Communication (verbal and written)
 - Medical Terminology

- basic Filal Illacology
- Infection Control
- Measurement of Vital Signs
- Medical Emergency and safety practices
- BLS (Basic Life Support) certification
- Electronic Health Record software (SimChart)
- Medial Laws such as HIPPA, HiTech and EHR Meaningful Use
- Medical Billing and Reimbursement Procedures:
 - * medical insurance basics
 - * basic ICD 10 and CPT coding
 - * patient and insurance collections
 - * banking procedures

By becoming a Certified Medical Administrative Assistant (CMAA), you'll have the recognized credentials healthcare employers are searching for now.



NETWORK SUPPORT SERVICES (CISCO NETWORKING ACADEMY) 1050 hrs | DISTANCE EDUCATION

This program integrates the Cisco Networking Curriculum with Cisco Packet Tracer, virtual computers, security and Linux OS. All students gain hands-on experience with routers, switches and creating virtual machines along with, command line experience using Linux OS and Cisco IOS. Content includes IPv4 and IPv6 addressing, configuring basic and advanced security on devices, Linux OS, virtual computers and troubleshooting network connections.



ask questions
to the teacher or students if
you don't know something.
If you do the labs at the
same time with the books—
it's going to make more
sense than just reading
the book. Finally, meet with
your teacher to see where
you are in the program.

— Robert Jaijairam Networking Sept. 2017



WEB DEVELOPMENT 1050 hrs | DISTANCE EDUCATION



This program offers a broad foundation of knowledge and skills to prepare students for employment in positions from Assistant to Senior Web designer. The content includes operating system commands and Web document development, design, e-commerce and promotion, and scripting. In this program you will learn to create state-of-the-art Web sites that can be seen not only on desk and laptop computers but also on today's mobile devices, such as smart phones and tablets. You will be able to do this through

learning: Photoshop, Dreamweaver, Premiere, HTML5/CSS3, Canvas, JavaScript, jQuery, XML, WordPress, PHP, CMS, SEO, and Web analytic tools. The Web Development program prepares students to take the Adobe Photoshop, Dreamweaver and Premiere Certification Exams.



TRAIN ONLINE FOR THESE HIGH-WAGE CAREERS

Accounting Operations
 Administrative Office Specialist
 Heating, Ventilation, Air Conditioning/Refrigeration
 Business Management & Analysis
 Computer System & Information Technology
 Legal Administrative Specialist
 Medical Coder/Biller Applied Technology Diploma
 pg. 12
 Web Development
 pg. 17

 Child Care Center Operations
 pg. 21

& energy

COUNSELOR 754.799.7745 | DEPARTMENT 754.321.5498

HEATING, VENTILATION, AIR-CONDITIONING/ REFRIGERATION (HVAC/R) 1350 hrs | DISTANCE EDUCATION

Air Conditioning, Refrigeration and Heating is a high demand career field. The program trains students for employment as heating, air conditioning, and refrigeration mechanics or air conditioning installer-servicers. Instruction laboratory activities include planning, installing, testing, servicing of A/C, refrigeration, and heating systems and components. Students also learn: troubleshooting electrical and mechanical components/equipment, brazing and soldering tubing/piping, installing and servicing controls and components, electrical wiring, and routine maintenance and service. This program offers EPA certification, comprehensive recovery, and recycling.

BUILDING TRADES & CONSTRUCTION DESIGN TECHNOLOGY

900 hrs | **DISTANCE EDUCATION**

The purpose of this program is to prepare students for employment or advanced training in the building construction industry.

This program offers a sequence of courses that provides coherent and rigorous content aligned with challenging academic standards and relevant technical knowledge and skills needed to prepare for further education and careers in the Architecture and Construction career cluster; provides technical skill proficiency, and includes competency-based applied learning that contributes to the academic knowledge, higher-order reasoning and problem-solving skills, work attitudes, general employability skills, technical skills, and occupation-specific skills, and knowledge of all aspects of the Architecture and Construction career cluster.



The content includes but is not limited to applying construction techniques; reading plans and specifications; and developing trade skills in carpentry, masonry, electricity, plumbing and air conditioning.







ELECTRICITY

1200 hrs | **DISTANCE EDUCATION**

The Electricity program focuses on training in electricity for residential, commercial, and industrial systems. The students will be instructed on conduit bending techniques, blueprint reading, fire alarm installation, journeyman preparation, and interpreting national and local electrical codes. Also, the students will master the understanding of all aspects of the electricity industry's planning, management, finance, technical and productions skills, with underlying principles of technology, labor issues, community issues and health, safety and environmental issues.

PLUMBING

1080 hrs | **DISTANCE EDUCATION**

This program focuses on training in plumbing for residential, commercial, and industrial systems. Students will be instructed on soldering, blueprint reading, cutting/joining pipes, and interpreting national and local plumbing codes. Also, the students will master the understanding of all aspects of the plumbing industry's planning, management, finance, technical and production skills, with underlying principles of technology, labor issues, community issues, and health, safety and environmental issues.



professional culinary arts & hospitality

COUNSELOR 754.799.7718 | DEPARTMENT 754.321.5462



Love food? Train for a career in Culinary Arts to become a cook/chef. The program covers Garde Manger (Cold Foods), Hot Foods, Commercial Baking, Sanitation & Safety, Nutrition, Supervision & Management. This program is accredited by the American Culinary Federation Education Foundation Accrediting Commission (ACFEFAC) and articulates with Broward College toward a Culinary Arts Management Degree. In addition to classroom and lab experiences, students may apply for experiential credit if currently employed in a qualified food service position. Qualified students have the opportunity to obtain the ServSafe and Certified Culinarian Certifications.









education & training

COUNSELOR 754.799.7718 | DEPARTMENT 754.321.5486



CHILD CARE CENTER OPERATIONS/ FLORIDA DIRECTOR CREDENTIAL 📧

45 hrs | **DISTANCE EDUCATION**

The Child Care Center Operations program is an approved Department of Children and Families (DCF) course and is included on the State of Florida's approved "Overview of Child Care Management" course list for earning a Florida Director's Credential.

The administrator of a child care facility is a multifaceted position that requires an extensive amount of dedication, knowledge and expertise in program administration. Florida Legislature mandates, in the Child Care Licensing Standards, that directors of licensed child care facilities possess a Director's Credential.



Early Childhood teacher is very rewarding but it demands commitment, continuous growth, dedication, patience and love.
To find out if this career is for you, I would attend classes at STC because I think it is the best place to learn about Early Childhood.

— Margareth Remigio June, 2013



600 hrs | **DISTANCE EDUCATION**

The Early Childhood Education/Early Childhood Professional Certification (ECPC) Program prepares students for employment within the industry as early childhood educators, child care personnel, lead preschool teachers, VPK teachers, before-care/after-care workers and supervisors, child development specialists, camp counselors/supervisors, directors/owners, and family day care home operators. Included are the following major areas of training: child growth and development; health; safety; nutrition; behavior guidance techniques; child abuse and neglect; rules and regulations governing child care; observation, screening and assessment; community and environmental issues; language development and emergent



literacy; lesson and program planning; implementation of developmentally appropriate practices for children birth through age eight; inclusion of children with special needs; communication; balancing family, school and work; employability skills; labor issues; entrepreneurship; management and finance. Early Childhood Education is a Florida Department of Education Early Childhood Professional

Certificate (ECPC) program. The ECPC is accepted for the Department of Children and Families (DCF) Staff Credential. Students who complete the ECE/ECPC program are prepared to pursue the national CDA credential and are also eligible for nine (9) college credits at any state public university.

health science

ADVISOR 754.799.7719 | DEPARTMENT 754.321.5480



ELECTROCARDIOGRAPH TECHNOLOGY (EKG)

465 hrs | **DISTANCE EDUCATION**

Electrocardiograph (EKG) Technicians operate equipment that records and measures heart activity, which is used to assist cardiologists and physicians in diagnosing and treating cardiac (heart) and peripheral vascular (blood vessel) issues. If you like making a difference in the lives of others, this is the career choice for you!

Over the course of 5 months, students will learn human anatomy and physiology with an emphasis on cardiac and vascular systems, medical terminology and transcription, patient care techniques, medical instrumentation, cardiovascular drugs, cardiac wellness and rehabilitation, and how to differentiate between normal and abnormal monitoring and testing results.

This is a blended course, meeting Tuesday and Thursday from 4:30 to 9:30 for lab time, and Monday, Wednesday and Friday online days.











MEDICAL ASSISTING

1300 hrs

HS Diploma/GED for the Medical Assisting program is preferred.

Medical Assisting skills include managing medical records utilizing electronic medical record software applications, an introduction to diagnosis and CPT codes, completing insurance forms, arranging hospital admissions, scheduling of appointments and handling billing and bookkeeping. Clinical skills taught are assisting the physician during patient examinations, recording vital signs, taking medical histories, performing basic laboratory tests, performing phlebotomy, EKG and administration of medication as directed by the physician. Medical Assistants may find employment in offices of physicians, outpatient care centers, general medical and surgical hospitals, and allied healthcare facilities. This class meets Monday thru Friday, full-time and the only online component is Core.



MEDICAL CODER/BILLER APPLIED TECHNOLOGY DIPLOMA

1110 hrs | **DISTANCE EDUCATION**

The Medical Coder/Biller program is designed to prepare students for employment in a variety of health care settings as an entry level medical coder, coding technician, coding clerk, or medical insurance biller. Coding is the process of taking a written diagnosis or operative procedure and assigning alpha-numeric numbers used for reimbursement billing and statistics. The program covers ICD-10-CM and ICD-10-PCS coding systems, CPT, and HCPCS coding systems. Students are taught manual and automated procedure coding. The student will also be trained to prepare and file medical insurance claim forms for reimbursement.



SURGICAL TECHNOLOGY

1330 hrs | **DISTANCE EDUCATION**

The Surgical Technology program prepares students for employment as surgical technologists. Included are the following major areas of training: communication and interpersonal skills, legal and ethical responsibilities, anatomy, physiology, microbiology, aseptic techniques, patient care procedures, surgical technology procedures, patient safety, use and care of equipment and supplies, CPR, employability skills, and basic computer literacy.

This program prepares individuals for employment in the operating room, central supply, ambulatory surgical centers, and physicians' offices. Students are introduced to the surgical area early in the program. Students must be able to stand for long hours and work in an atmosphere that is often charged with pressure and urgency. Knowledge of, and experience with, aseptic techniques qualify surgical technicians to prepare instruments and materials for use at the operating table and to assist in their use with skill and dexterity. Graduates are eligible to take the National Certifying Examination for Surgical Technologists.

The Surgical Technology program is accredited by Commission of Accreditation of Allied Health Education Programs (CAAHEP)
25400 US Highway 19 North, Suite 158
Clearwater, Florida 33763
Phone 727.210.2350
Fax 727.210.2354
www.caahep.org



PHARMACY TECHNICIAN - ATD

1050 hrs | **DISTANCE EDUCATION**

Pharmacy Technicians generally work under the supervision of a registered pharmacist and perform tasks related to receiving, dispensing, distribution, control, maintenance, compounding, manufacturing, packaging and labeling of pharmaceutical products. Currently, pharmacy technicians are responsible for routine tasks previously performed by pharmacists and for mastering new pharmacy technology as it becomes available. Opportunities for advancement may vary with

the pharmacy technician's employer. Upon successful completion of this program, students will earn an Applied Technology Diploma (ATD).

Upon completion of the program and meeting eligibility requirements, including the attainment of an aligned industry credential, students may be awarded credits toward an AS/AAS Degree by the Florida College System. Additional college credit may be awarded with the attainment of additional industry credentials.



PHLEBOTOMY

165 hrs | **DISTANCE EDUCATION**

This course will enable the health care provider to master the skills and practice phlebotomy. The course includes the study of anatomy and physiology of the venous system and common laboratory blood tests. The first 90 hours of this course provides a solid foundation for the healthcare worker and will be full-time hours in a blended format. Upon completion students are eligible for national certification.

practical nursing

ADVISOR 754.799.7719 | DEPARTMENT 754.321.5526



PATIENT CARE TECHNICIAN

600 hrs | **DISTANCE EDUCATION**

The Patient Care Technician (Nursing Assistant) tends to ill and injured individuals under the supervision of doctors, nurses, and medical professionals. The duties include taking vital signs, collecting specimens, assisting patients with eating, personal hygiene and grooming. Employment is in the hospitals, nursing homes, and home health agencies. Upon successful completion of the Patient Care Technician Training program students may take the State Nursing Assistant Certification Examination. Students also receive training in 12 lead EKG and basic phlebotomy techniques.



PRACTICAL NURSING

1350 hrs | **DISTANCE EDUCATION**

Train to become a Licensed Practical Nurse working in a variety of healthcare settings giving direct patient care under the supervision of doctors and registered nurses. Duties include giving medication, documentation, wound care and other tasks that are more complex than nurse's aides. Licensed graduates may advance into Broward College's Registered Nurse program (PN/RN Articulation program).

Completion rate (2016-17): 86% Placement rate (2016-17): 75% NCLEX P.N. pass rate (2018): 80%



Sheridan Technical College Practical Nursing Program is accredited through Accreditation Commission for Education in Nursing, Inc.

Accreditation Commission for Education in Nursing, Inc. (ACEN) 3343 Peachtree Road NE, Suite 850 • Atlanta, GA 30326 Tel (404) 975-5000 • Fax (404) 975-5020

www.acenursing.org







west campus

ADVISOR 754.321.3903 | DEPARTMENT 754.321.3900



20251 Stirling Road Pembroke Pines, Florida 33332 Phone: 754.321.3900 Fax: 754.321.3940 www.SheridanTechnicalCollege.edu



Ongoing

REGISTRATION FOR NEW STUDENTS

Ongoing







REGISTRATION REMOTE HOURS OF OPERATION

Monday - Friday 9:00 am - 4:00 pm

ORIENTATION FOR ALL PROGRAMS

Program orientations are currently being conducted online via counselor/advisor led video conferencing.



Please visit https://www.sheridantechnical-college.edu/online-orientation-schedule/ to access the orientation schedule and to register.

TESTING SCHEDULE

Currently unavailable.

(ESOL) English for Speakers of Other Languages CASAS Placement Test

- Tuesday, Wednesday & Friday
 8:30 am 10:00 am
- Bring a valid photo identification (i.e. state driver license; passport)
- \$15 testing fee upon registration

Pearson Vue Authorized Testing Center

Sheridan West Advisor June Armstrong 754.799.7715

Commercial Vehicle Driving



ESOL Classes



Diesel Maintenance Technician



Advanced Automotive Technology: AUDI



campus maps

MAIN CAMPUS 754.321.5400 | WEST CAMPUS 754.321.3900



MAIN CAMPUS DIRECTIONS

5400 Sheridan Street • Hollywood, Florida 33021

Phone: 754.321.5400

www.SheridanTechnicalCollege.edu

The campus is centrally located in Broward County and is located between US 441/SR 7 and I-95 on the corner of Sheridan Street and 56th Avenue in Hollywood.

Exit I-95 at Sheridan Street and proceed west approximately two miles. Sheridan is located on the south side of Sheridan Street.







WEST CAMPUS DIRECTIONS

20251 Stirling Road \bullet Pembroke Pines, Florida 33332

Phone: 754.321.3900

www.SheridanTechnicalCollege.edu

The campus is easily accessible from anywhere in Broward County and sits between US-27 and I-75 in Western Broward.

From the North or East:

Take I-595 West to I-75. Exit I-75 South and take Exit 13B, Griffin Road West. Turn left onto US-27. Turn left onto Stirling Road. Turn left on SW 202 Avenue to access the campus entrance on the left.

From the South:

Take Sheridan Street West to SW 196th Avenue. Turn right on SW 196th Avenue (Chevron gas station on the corner). Take a left on Stirling Road. Turn right on SW 202 Avenue to access the campus entrances on the left.



Sheridan Technical Career Center

Main Campus • 5400 Sheridan Street • Room 121 • Hollywood, FL 33021 • www.SheridanTechnicalCollege.edu





- 1. All refunds shall be accounted for and audit trails maintained in accordance with Business Practice Bulletins issued by the Office of the Chief Financial Officer.
- 2. Students who appear at the school in person and voluntarily withdraw within five (5) school days of the beginning of a term shall be entitled to a full refund of tuition, student activity fee, fee-supported cost recovery, and lab/supply fees. Registration fees and Health Science fees are non-refundable. Five (5) school days shall not apply to courses less than three (3) weeks or ninety (90) hours in duration. In such cases, the request for withdrawal must be made prior to the course meeting more than one-third (1/3) of its assigned hours. Retention of fees collected in advance for a student who does not enter class shall not exceed \$100. Refunds will be made within forty-five (45) days of the date on which the student voluntarily withdraws.
- 3. Students involuntarily withdrawn pursuant to the Adult Student Conduct and Discipline Code are not entitled to a refund of any fees.

- 4. Students who pay fees but are entitled to a waiver, voucher or agency payment (refer to SBBC Policy 6606) shall be entitled to a refund of fees only if required evidences are presented to the school/college principal/director or his/her designee within fifteen (15) school days of the beginning of a term.
- 5. In the case of unusual or extraordinary circumstances (such as illness, death in family, etc.) that preclude a student's enrollment, the school principal/director or his/her designee may honor a request for full or partial refund of fees provided that: (1) the request is made in writing prior to the date that the course would have normally ended, (2) supporting evidence (where appropriate) is provided. If said refund results in a failure to satisfy state fee requirements, the student shall not be reported for membership during the Workforce Education Fund survey period in the course for which the refund is given.
- 6. Students who feel they have been treated unfairly in the application of this policy or its rules may appeal using the student grievance procedure as presented in the Student Conduct and Discipline Code.

- 7. Refunds, when due, will be made without requiring a request from a student.
- 8. Refunds, when due, will be made within forty-five (45) days: (1) of the last day of attendance if written notification of withdrawal has been provided to the school/college by the student, or (2) from the date the school/college withdraws the student or determines withdrawal by the student.
- 9. A student is entitled to a full refund of fees if a course is canceled by the school/college principal/director or his/her designee, provided however, that the student was not reported in membership during the Workforce Education Fund survey period in which the class was counted. If so, only those fees in excess of the state requirement shall be refunded.
- 10. Miscellaneous items purchased from the school bookstores (textbooks, uniforms, etc.) may be returned for a full refund provided that the items are unused, in the original packaging and currently being used in the instructional program.

Welcome to the Alumni Association Class of 2020!

EXPERIENCE THE DIFFERENCE A CAREER IN A YEAR CAN MAKE.



Stay Connected











The Broward Technical Colleges follow the calendar for Broward County Public Schools.





Stay Socially Connected with Sheridan Technical College







Career Technical Programs (CTE) CALENDAR 2019-2020								
	Fall Semest Term 1 (44)	t er - 2019/20 Term 2 (41)	Winter Semesto Term 3 (50)	er - 2019/20 Term 4 (45)	Summer 2020 Summer 18 (43)			
Re-Registration (current students): Open Registration (new students):	July 24 July 31	September 27 October 7	December 2 December 9	March 2 March 9	May 14 May 21			
Term Begins:	August 14	October 21	January 7	March 30	June 4			
Early Release Days:	October 17	December 20	February 20 March 19	April 9 June 2				
Holiday/School Closed	Aug. 31 - Sept. 2 September 30 October 9	November 9 - 11 November 27 - 30 December 21 - January 5	January 18 - 20 February 15 - 17 March 21 - 29	April 10 May 23 - 25	July 3-4			
No Classes: Planning Day	August 7 - 13	October 18	January 6 March 17	March 20	June 3			
Last Day of Term:	October 17	December 20	March 19	June 2	August 4			

New students can register upon receiving an acceptance letter. Registration is ongoing, so verify course availability and registration dates with the program counselor/advisor.

Adult General Education (AGE) CALENDAR 2019–2020						
	2019-2020	2019-2020	2019-2020			
	Tri A (75 days)	Tri B (74 days)	Tri C (74 days)			
Re-Registration (current students): Open Registration (new students):	July 24 July 31	November 18 November 25	March 30 April 6			
Term Begins:	August 14	December 9	April 20			
Early Release Days:	October 17	December 20 February 20 March 19 April 9	June 2			
Holiday/School Closed	Aug. 31 - Sept. 2 September 30 October 9 November 9 - 11 November 27 - 30	December 21 - January 5 January 18 - 20 February 15 - 17 March 21 - 29 April 10	May 23 - 25 July 3 - 4			
No Classes: Planning Day	August 7 - 13 October 18	January 6 March 17 March 20	June 3			
Last Day of Term:	December 6	April 17	August 4			



& Technical High School Sheridan Technical College

MAIN: 5400 Sheridan Street • Hollywood, FL 33021
WEST: 20251 Stirling Road • Pembroke Pines, FL 33332
HIGH SCHOOL: 3775 S.W. 16th Street • Fort Lauderdale, FL 33312

competitive in a global workforce. technical studies in order to prepare excellence in academic, career and Technical College is to promote students to enter and remain The mission of Sheridan











Sheridan Technical College & Technical High School Thomas Moncilovich , Director

Annette Johnson, Assistant Director | Jose Laverde, Jr., Assistant Director Mary A. Barba, Assistant Director | Barrett Goldman, Assistant Director



The School Board of Broward County, Florida Donna P. Kom, Chair

Lori Alhadeff | Robin Bartleman | Heather P. Brinkworth | Patricia Good Laurie Rich Levinson | Ann Murray | Nora Rupert Dr. Rosalind Osgood, Vice Chair

Robert W. Runcie, Superintendent of Schools

Compliance Department at 754-321-2150 or Teletype Machine (TTY) 754-321-2158. Act Amendments Act of 2008, (ADAAA) may call Equal Educational Opportunities/ADA www.BrowardSchools.com Individuals with disabilities requesting accommodations under the Americans with Disabilities Coordinator/Title IX Coordinator at 754-321-2150 or Teletype Machine (TTY) 754-321-2158 Equal Educational Opportunities/ADA Compliance Department & District's Equity Individuals who wish to file a discrimination and/or harassment complaint may call the Director Board also provides equal access to the Boy Scouts and other designated youth groups information, marital status, national origin, race, religion, sex or sexual orientation. The School discrimination on the basis of age, color, disability, gender identity, gender expression, genetic The School Board of Broward County, Florida, prohibits any policy or procedure which results in



Accreditation Commission for Education in Nursing, Inc. Practical Nursing Program is accredited through

Tel (404) 975-5000 • Fax (404) 975-5020 Education in Nursing, Inc. (ACEN) 3343 Peachtree Road NE, Suite 850 Accreditation Commission for Atlanta, GA 30326

www.acenursing.org



the Commission of the Council on Occupational Education. Sheridan Technical College is accredited by

7840 Rosewell Road, Building 300, Suite 325 Tel (770) 396-3898 • Fax (770) 396-3790 Atlanta, GA 30350

www.coundl.org

Stay Connected

