

AUTOMOTIVE TECHNICAL TRAINING STUDENT HANDBOOK



152 Laurel Hill Road
Northport, NY 11768
631/261-3600 x204
wsboces.org/fulltime



Automotive Technical Training Adult Handbook

technician certification. Documentation of an additional year of in-field experience is required for students to receive their ASE certifications.

Admission Requirements

Students interested in enrolling in the Automotive Technical Training Program must meet with a Career Counselor prior to registration. To be admitted, a student must meet one of the following criteria:

- a. proof of a U.S. high school diploma or GED/TASC
- b. if from a war-torn country, a self-certifying letter
- c. an authorized evaluation of credentials if credentials are from another country

All entrants must present an acceptable score on TABE (Test of Adult Basic Education). Must score on a 10th grade reading and math level, or better.

Each applicant must schedule a meeting with a career counselor who will review documentation and determine eligibility for the program. After individual counseling and rev

a Â

Gainful Employment Information for Automotive Technical Training

All data is the most current information that Western Suffolk BOCES has available on graduation and employment rates and can be seen at www.wsboces.org/auto-gainemploy. The information for the Automotive Technical Training Program is as follows:

Automotive Technical Training

For the job title, Automotive Technicians and Repairers (SOC code 49- 3023), the United States Department of Labor describes the nature of the work; training and other needed qualifications; employment levels; job outlook; potential earnings; and related occupations. For more information on this field, please go to the USDOL, Bureau of Labor Statistics website: www.bls.gov/oes/current/oes493023.htm.

Program Cost (for 2023-2024 school year)

Tuition	Uniform & Supplies	Fees	TOTAL
\$9,220 includes books and \$100	\$400*	\$100	\$9,720

AUTOMOTIVE TECHNICAL TRAINING PROGRAM

822 Instructional hours

Course Goals and Objectives

Upon successful completion of all eight modules of this program, the student will have acquired the entry-level competencies necessary to function as an ASE Maintenance & Light Repair Technician and may sit for ASE certification exams and receive score reports. When the in-field experience requirement is met, the ASE certificates will be released. Successful completion of the ASE-accredited program is credited as one year of the two-year Repair Technician requirement.

The Western Suffolk BOCES Automotive Technical Training Program is certified by ASE Education Foundation and follows the ASE curriculum for training in all eight year

Tasks Lists

The eight modules require both classroom training and practical training via a series of “Tasks” that have been assigned to each module. Further, each task has been designed to be completed in a classroom setting.

SUSPENSION AND STEERING SYSTEMS

Overview

This unit will introduce simple to complex types of suspension and steering systems. Emphasis will be placed on wheel bearings, wheels and tires, wheel alignment, theory of operation, diagnosis, part replacement and repair. Principles and practices of all safety related items are stressed throughout the module.

Module Objectives/Learner Outcomes

Upon completion of this module the student will be able to:

- Explain the operation of suspension system related components
- Organize and explain the procedure for dismount, mount, balance and repair of tires
- Diagnose and evaluate repairs needed to correct a suspension or steering problem
- Write a repair order including parts, labor and additional costs needed to correct suspension and/or steering problems
- Communicate positively with customer concerning vehicle problem
- Monitor principles and practices of all safety related items
- Meet requirements for entry level automotive maintenance job

ELECTRICAL/ELECTRONIC SYSTEMS

Overview

This module introduces the learner to Electrical Theory procedures, functions and parts of an electrical and electronic system and its components as well as its relationship to automotive technology. Emphasis in this module will be placed on the following components and systems: battery, charging systems, starting systems, lighting systems, gauges, warning devices, diagnosis, part replacement, repair of electrical and electronic systems, Ohm's law and principles and practices of all safety related items.

Module Objectives/Learner Outcomes

Upon completion of this module the student will be able to:

- Give details concerning the specifics of wiring diagrams
- Identify various wiring circuits, schematics and their symbols
- Diagnose battery problems and explain good maintenance procedures
- Establish the procedure to diagnose electronic/electrical system problems
- Establish the procedure to diagnose charging system problems

- Service and repair the starting system
- Communicate satisfactorily with the customer
- Write a repair order, including parts, labor and additional costs needed to correct an electrical or electrical system problem
- Identify common problems, diagnosis and service procedures for auxiliary and electrical systems
- Meet requirements for entry level automotive maintenance job
- Follow all safety regulations

ENGINE PERFORMANCE

Overview

The student will learn the procedures, functions, and parts of engine performance and its relationship to automotive technology. Emphasis will be placed on operating principles for fuel injection; methods for testing and servicing electronic ignition systems; performance diagnostics; and repair of emission control systems. Additional topics include tune-up procedures and maintenance, automotive fuels and fuel systems, vehicle emissions and principles and practices of all safety related items.

Module Objectives/Learner Outcomes

Upon completion of this module the student will be able to:

- Diagnose and evaluate repairs needed to correct an engine performance problem
- Demonstrate familiarity with the operation of engine performance
- Record and retrieve stored diagnostic trouble codes
- Explain the procedure for maintaining fuel injection systems
- Illustrate the process and procedure for diagnosis of emissions or drivability problems

MANUAL DRIVE TRAIN AND AXLE

Overview

The Manual Drive Train and Axle module provides training in the service of clutch systems, rear-wheel drive manual transmissions, rear-wheel drive drivelines, manual transaxles, front-wheel drive drivelines and four-wheel drive drivelines.

Module Objectives/Learner Outcomes

With respect to manual drive trains and axles, upon completion of this module, the student will be able to:

-

Western Suffolk BOCES Adult Automotive Technician Program
Class Rules

I will demonstrate respect for m

Program include:

1. Attainment of a final academic grade of 75% or above and an attendance grade of 90% or above
- 2.

FINANCIAL INFORMATION

Tuition:

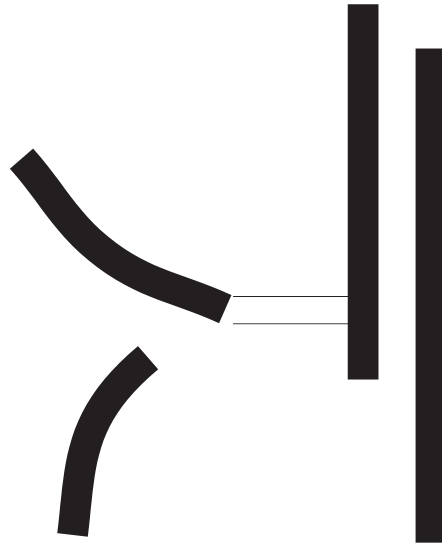
Tuition payment is the responsibility of the student. The Bursar will provide a payment plan to each student. The payment plan must be strictly adhered to. Tuition payment procedures are as follows:

1. Visa, Master Card, Discover, Money Order or Check are accepted. The student's name, telephone number, and the program they are enrolled in must be written on the front of all checks and money orders. Checks and money orders are to be made payable to: *Western Suffolk BOCES*
2. Payments may be submitted to the Bursar's Office as follows:
 - by phone at (631) 261-3600 ext. 314 Monday – Thursday or scheduled Fridays at (631) 752-1957
 - by mail at Western Suffolk BOCES – Bursar's Office 152 Laurel Hill Road Northport, NY 11768
 - in person at the Northport Campus – Room 214.The Bursar's hours are Monday – Friday from 7:30am to 2:45 pm. The Bursar's office will be open two evenings a month. Dates and times will be posted on the door of room 214.
3. All payments are due on the 15th of the month. A \$25.00 late fee will be charged

the details from the Internal Revenue Service about these two education credits to

AUTOMOTIVE TECHNICAL TRAINING HANDBOOK
Enrollment Agreement

WESTERN SUFFOLK BOCES
152 LAUREL HILL ROAD
NORTHPORT, NY 11768
631-261-3600



Board Members

Mary Ellen Cunningham	Ilene Herz, Esq..
James Kaden	Brian. J. Sales
Jeannette Santos	Peter Wunsch
Michele Kustera	

Administration and Supervision

Michael Flynn, Chief Operating Officer
April E. Poprilo, District Superintendent
Nancy Kelsey, Executive Director, Career & Technical Education
Dr. Stephanie Engelmann, Principal, Northport Campus
Kristine M. Shanteau, Training Coordinator, Northport Campus

Recruitment Policy

Western Suffolk BOCES does not recruit students already attending or admitted to another school offering a similar program of study.

Western Suffolk BOCES Non-Discrimination Notice

The Board of Cooperative Educational Services of Western Suffolk County, New York does not discriminate on the basis of age, religion, creed, ethnic origin, national origin, marital status, race, color, gender, sexual orientation, veteran status, weight, disability or handicap in the educational programs or activities it operates and provides equal access to the Boy Scouts and other designated youth groups. This policy of non-discrimination includes the recruitment, h-3(x)9C4t125 RGr122 0.0 1 495.96 309.05 Tm0.137 0.122 0.

