

## POLICIES

### Student Fees

1. Fees are due at registration.
2. Fee refunds:
  - \* First week Tuition only.
  - \* Second week 50% of Tuition only.
  - \* No refunds after the second week of classes.

### Textbooks

1. Many of our Workforce Education courses require a textbook. Inquire at the front office for the textbook cost for courses you would like to take.
2. Textbooks are non-refundable.



*Improve your future through training!*

**South Tech Academy**  
1300 SW 30th Avenue  
Boynton Beach, Florida 33426-4336



THE DAWNING OF  
NEW OPPORTUNITIES

*"Creating success stories...  
one student at a time."*

## Course Schedule for Adult Classes

**Term Four**

**April-June**

*South Tech Charter Academy, Inc. prohibits discrimination against students, employees, and applicants on the basis of religion, race, ethnicity, national origin, color, sex, marital status, age, parental status, or disability in all employment practices, programs, services or activities.*

*For questions contact 561-369-7003.*

**Tel: 561.364.7922**

## South Tech Academy — Adult Evening Schedule Term 2-April 2nd - June 4th, 2012

**Registration:** March 26-29, 2012, Monday –Thursday from 2:00 - 7:00 p.m. **Term Dates:** April 2nd, through June 4th, 2012, unless otherwise noted. *All fees are payable at time of registration.* On-Campus Workforce Education Classes include a **Non-Refundable \$20.00 Registration Fee.** *Book costs are not included unless specifically noted.* Note: Each class has a minimum required enrollment.

### Adult Education Evening Classes

Course Name	Day	Time	Start/End Dates	Cost
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#### BUSINESS

Bookkeeping and Accounting 1	T	6:00-9:00 p.m.	4/3/12-5/29/12	\$ 140.00
Bookkeeping and Accounting 2	W	6:00-9:00 p.m.	4/4/12-5/23/12	\$ 140.00
Bookkeeping and Accounting 3	Th	6:30-9:00 p.m.	4/5/12-5/31/12	\$ 140.00

#### COMPUTER TRAINING

Adobe Photo Shop	M	6:00-9:00 p.m.	4/2/12-6/4/12	\$ 140.00
Computer Keyboarding & Typing	T&Th	6:00-8:00 p.m.	4/3/12-5/31/12	\$ 180.00
Desktop Publishing	T	6:00-9:00 p.m.	4/3/12-5/29/12	\$ 140.00
Web Design	W	6:00-9:00 p.m.	4/4/12-5/23/12	\$ 140.00

#### COSMETOLOGY

Cosmetology I & II  (Hair)	M Th	5:00-9:00 p.m.	4/2/12-6/4/12	\$ 680.00
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#### DECORATING

Interior Decorating	Th	5:30-8:00 p.m.	4/5/12-5/31/12	\$ 100.00
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#### MEDIA

Intro. to Digital Photography	M	6:00-9:00 p.m.	4/2/12-6/4/12	\$ 140.00
Intro. to Film & TV Production	T	6:00-9:00 p.m.	4/3/12-5/29/12	\$ 140.00

#### MEDICAL/HEALTH

EKG Basic & CPR	M	6:00-9:00 p.m.	4/2/12-6/4/12	\$ 170.00
Medical Billing, Collections, Insurance and Claims	T&Th	6:00-9:30 p.m.	4/3/12-5/31/12	\$ 305.00
Medical Billing, Collections, Insurance and Claims	M&W	6:00-9:30 p.m.	4/2/12-6/4/12	\$ 305.00
Procedural Coding	W	6:00-9:30 p.m.	4/4/12-5/23/12	\$ 165.00
Diagnostic Coding	M	6:00-9:30 p.m.	4/2/12-6/4/12	\$ 165.00
Certification Review with Medical Data	Th	6:00-9:00 p.m.	4/5/12-5/31/12	\$ 140.00
Medical Terminology	M	6:00-9:00 p.m.	4/2/12-6/4/12	\$ 140.00
Medical Terminology	T	6:00-9:00 p.m.	4/3/12-5/29/12	\$ 140.00
Medical Terminology	W	6:00-9:00 p.m.	4/4/12-5/23/12	\$ 140.00
Phlebotomy	Th	6:00-9:00 p.m.	4/5/12-5/31/12	\$ 505.00

#### VETERINARY

Veterinary Clinic Basics	Th	5:30-8:30 p.m.	4/5/12-5/31/12	\$ 140.00
Veterinary Intermediate	T	5:30-8:30 p.m.	4/3/12-5/29/12	\$ 140.00
Veterinary Assistant Advanced	M	5:30-8:30 p.m.	4/2/12-6/4/12	\$ 140.00

#### GED & ESOL Adult Education Evening Classes

Adult Basic Education	M Th	6:00-9:00 p.m.	12 Week Terms	\$ 30.00
Adult ESOL	M Th	6:00-9:00 p.m.	12 Week Terms	\$ 30.00
GED Preparation	M Th	6:00-9:00 p.m.	12 Week Terms	\$ 30.00

**ALL NON-RESIDENT STUDENTS FOR GED & ESOL WILL PAY \$120.00 PER 12 WEEK TERM**

*James R. Kidd, Chief Admin Officer, EAMS, LLC*  
*Ken Hall, Program Director*

#### TECHNICAL

Air Conditioning I	M&W	6:00-9:00 p.m.	4/2/12-6/4/12	\$ 265.00
Air Conditioning II	M&W	6:00-9:00 p.m.	4/2/12-6/4/12	\$ 265.00
Auto Minor Dent Repair/Refinishing	T&W	6:00-9:00 p.m.	4/3/12-5/23/12	\$ 265.00
Auto Air Conditioning	M&W	6:00-9:00 p.m.	4/2/12-6/4/12	
Auto Brakes & Suspensions	T&Th	6:00-9:00 p.m.	4/3/12-5/31/12	\$ 265.00
Auto Electrical Engine Tune-Up	M&W	6:00-9:00 p.m.	4/2/12-6/4/12	\$ 265.00
Electrical Wiring-Residential	T&Th	6:00-9:00 p.m.	4/3/12-5/31/12	\$ 265.00
Electrical Wiring-Advanced	W	6:00-9:00 p.m.	4/4/12-5/23/12	\$ 140.00
Generator/Sizing & Installation	M	6:00-9:00 p.m.	4/2/12-6/4/12	\$ 140.00
Motorcycle Maintenance Basics	M	6:00-9:00 p.m.	4/2/12-6/4/12	\$ 140.00
Marine Outboard Engine Maintenance	T	6:00-9:00 p.m.	4/3/12-5/29/12	\$ 140.00
Marine Outboard Engine Maintenance	Th	6:00-9:00 p.m.	4/5/12-5/31/12	\$ 140.00
Plumbing & Code Interpretation	M&W	6:00-9:00 p.m.	4/2/12-6/4/12	\$ 265.00

**"Kit" of Consumable Supplies Required**

**Windows Experience Required**

**Textbooks Required at additional cost**

*South Tech Academy enrolls students without regard to sex, race, disability, creed, or ethnic origin.*

**ALL STUDENTS REGISTERING FOR MEDICAL PROGRAMS WILL HAVE TO SHOW A HIGH SCHOOL DIPLOMA, GED OR TAKE THE TABE TEST.**

**ALL STUDENTS REGISTERING FOR PHLEBOTOMY WILL HAVE TO PROVIDE A COLLEGE TRANSCRIPT OR TAKE THE TABE TEST.**

**MEDICAL TERMINOLOGY IS A PREREQUISITE TO TAKING EKG, MEDICAL BILLING, COLLECTIONS, INSURANCE AND CLAIMS.**

**MEDICAL BILLING, COLLECTIONS, INSURANCE AND CLAIMS IS A PREREQUISITE TO TAKING PROCEDURAL CODING WITH MEDICAL DATA ENTRY AND DIAGNOSTIC CODING.**

**THE TABE TEST WILL BE GIVEN ON WEDNESDAY & THURSDAY, MARCH 14TH & 15TH, 2011 AT 5:30 P.M. AT A COST OF \$10.00**

#### Supported Employment

A program to assist High School graduates with Option 1 or Option 2 Special Diploma / ESE Certificate of Completion . We can provide you with the help necessary to maintain employment and progress on the job.

*★★Call 561-369-7097 and ask for Chris Hand★★*

#### HIGH SCHOOL CREDIT LAB

*Tuesday—Thursday from 2:00 to 5:00 p.m. in Building 2, Room 217. The Credit Lab is available for students to recover credits in failed classes or to improve a "D" grade. Students must bring in a slip from their Counselor indicating the need to retake the course..*

#### Healthcare Worker

*Offering Convenient and Affordable CEU's*



Place your order by phone or fax! Call toll free 866-949-7720  
Fax line toll free 866-949-7740 or [www.southtechtraining.com](http://www.southtechtraining.com)

**Our Cosmetology classes are now accepting appointments for all Salon Services.**

Tuesday-10:30-12:00 Noon & 6-9 PM  
Wednesday-Friday 8:30-12:00 Noon  
Wednesday & Thursday & 6-9 PM

Call for 561-369-7020 for an appointment.

**SUPER SPECIAL DISCOUNTS ON ALL SERVICES**

