

# Vocational Training Programs at City Colleges of Chicago Public Schools

Undecided about college? Or do you feel like it might not be the right choice for you? That's okay. There are many other opportunities out there to get vocational training that will help you secure your financial future. The most important thing is that you leave high school with your diploma and make sure you get further training in the field of your choice.

Below are the various vocational programs offered at Chicago's City Colleges. These are all excellent choices for getting the training you need to go into a specialized career. Don't forget that you can receive financial aid for these programs, so definitely fill out the FAFSA – you may be eligible for federal financial aid.

## **Kennedy-King College**

- The **Construction Technology Center** offers training programs in carpentry, concrete masonry, bricklaying, welding and plumbing & fire protection. Additionally, we offer courses in home remodeling as well as a drain layers license preparation seminar. Our instructors possess journey level certification in their respective trades along with many years of experience.
- **Dawson Technical Center**
  - Learn the procedures for installing and testing **digital and analog cable TV**. These two comprehensive courses provides trainees with all the necessary knowledge, skill and practical experience to become a professional service technician.
  - **Bank Teller Training Program** -- Created in response to the labor market shortage of entry level workers in the banking industry, the City Colleges of Chicago Bank Teller Training Program is a Business & Industry service customized for financial institutions. The Program prepares individuals through a comprehensive 13 week training program containing curriculum designed in collaboration with our industry partners.
- **Washburne Culinary Institute**, a vocational branch of Kennedy-King College (One of the City Colleges of Chicago), has served the Chicago Metropolitan Area for more than eight decades. Washburne Culinary Institute's mission is to offer affordable, high quality, competency based education to develop skilled graduates of Certificate and Associate's Degree programs prepared for immediate employment. We offer a culturally and ethnically diverse learning environment that is responsive to the needs of students, staff and Chicago's foodservice and hospitality industry. We provide continuing education in the culinary and baking and pastry arts and sciences for professionals and food enthusiasts that affords

career advancement and cultural enrichment as determined by the needs of the community, industry and workforce.

### **Richard J. Daley College**

- **Certified Nurse's Assistant Program** – approved by the Illinois Department of Public Health; students who complete this program are certified to seek employment as nurses' assistants in nursing homes or health care agencies.

### **Malcolm X College**

Associate in Applied Science (A.A.S.) degrees prepare the student for career entry immediately upon completion of the degree, and applicable licensure or certification examinations. Programs include

- **Certified Nursing Assistant:** The Malcolm X College Basic Nursing Assistant Program is an 8 week program and consists of 140 hours. Basic principles and procedures of patient care are obtained through lecture, campus laboratory, and supervised clinical experiences at a healthcare facility. The program prepares students to give personal care to patients by helping them meet basic human needs. The nurse assistant works under the supervision of a registered nurse and or licensed practical nurse.
- **Child Development Program:** The need for early childhood teachers, assistants and administrators will continue to grow in the future. Between the years 2000 and 2010 the field will likely need an additional 2,734 early childhood teachers in the City of Chicago alone. Presently, graduates of the child development program work with children and families in preschool centers, family child care homes, head start programs, as well as, recreation and religious institutions.
- **Clinical Laboratory Technician:** Medical laboratory technology or clinical laboratory science provides health information based on the examination of body fluids, tissue, and cells through collaborative efforts of various clinics. In clinical chemistry, the levels of blood constituents are analyzed (i.e. blood glucose, cholesterol, etc.); in coagulation, blood clotting disorders are analyzed; in hematology, red blood cells and white blood cells are evaluated in assessing anemias and leukemias; in immunohematology, blood is typed and crossmatched for transfusions; in immunology, blood is analyzed for the presence of antigens and antibodies which signal diseases; in microbiology, various specimens (i.e. blood, urine, feces, wound, etc.) are cultured and examined for the presence of disease-producing microorganisms and their susceptibility to antibiotics; in phlebotomy, blood drawing skills are acquired; and in urinalysis, urine is analyzed for the diagnosis of renal diseases, diabetes and other metabolic disorders.

- **Computer Information Systems**
- **Emergency Medical Technician Program:** A career in Emergency Medical Services (EMS) provides men and women with the knowledge and training to recognize symptoms of illness and injury and to provide emergency medical care. To work as an EMT or paramedic, one must successfully pass a state licensing examination, which is offered upon completion of the course. Students who wish to continue their study in emergency medical services may pursue training as a paramedic after accumulating field experience as a licensed EMT-B.
- **Mortuary Science Program:** The Mortuary Science Program at Malcolm X College provides students the knowledge and skills necessary for the care of human remains. Students receive training in every phase of funeral service: learning embalming techniques, conduction of funeral services and counseling the bereaved. Students that complete the course of study will become eligible to take the Conference Examination that will allow the legal practice of funeral directing and embalming.
- **Renal Technology:** Nephrology (Renal Dialysis) is a medical discipline specializing in the treatment of patients with End Stage Renal Disease and/or Dysfunction. Nephrology Technologists are members of a health care team dedicated to helping patients on renal dialysis. Technologists operate technical and sophisticated medical equipment which removes excess fluid from the circulatory system. They monitor, adjust settings, and record patient data during dialysis. Technologists must become familiar with associated medical support equipment, the application of such and their safe handling and cleaning.
- **Nursing Program:** The Associate in applied Science Degree in Nursing, is a two-year program designed for students who choose to pursue a career in nursing. The program's curriculum provides an academic framework, which permits graduates to transfer to accredited colleges and Universities, for the Baccalaureate Degree. The program utilizes a variety of health-care settings, for student internships in medical/ surgical, obstetrics, pediatric, and psychiatric nursing, as well as, principles and concepts of leadership and management.

- **Paramedic Program:** The licensed Paramedic has been trained to provide an advanced level of life-saving techniques to an emergency situation. Professionals in the field of EMS are prepared to make quick decisions based on classroom, laboratory, and field experience. Paramedics perform their jobs with and for people. Students who want to pursue a career in Emergency Medical Services must have a sincere desire to work with people and must be empathetic to the needs of the sick and injured. Malcolm X College offers the only paramedic program in the City of Chicago. This program is presented as a collaborative effort by Malcolm X College, Chicago Fire Department, and the Chicago Resource Hospitals: Advocate Illinois Masonic Medical Center, Northwestern Memorial Hospital, and University of Chicago Hospitals. The Paramedic Program is approved and accredited by the Illinois Department of Public Health, Division of Emergency Medical Services and Highway Safety.
- **Physician Assistant Program:** The Cook County Hospital/Malcolm X College Physician Assistant Program was established in 1987, and is operated jointly by Cook County Hospital and Malcolm X College, one of the City Colleges of Chicago. The Program is accredited by the Accreditation Review commission on education for Physician Assistant, Inc. Graduates of the program are eligible to sit for the National Commission on Certification of Physician Assistants NCCPA.NET exam.
- **Radiologic Technologist/Radiographer:** The radiologic technologist /radiographer uses procedures by which x-radiation is used to obtain radiographs (films) for the diagnosis and treatment of diseases. Procedures can show internal organs—heart, blood vessels, stomach, intestines, kidneys—and abnormalities of the bones. Career advancement for experienced radiologic technologists with further education can lead to positions in Magnetic Resonance Imaging, Computerized Tomography and Mammography.
- **Respiratory Care Program:** Respiratory Therapists work under the direction of qualified physicians. Their job often involves the administration of daily treatments to a variety of patients. Respiratory Therapists also work as members of the critical care team in treating individuals who are seriously ill with such lung disorders as asthma, emphysema, pneumonia, and bronchitis. They are also involved in treating other disorders such as heart attacks, strokes, drowning victims, patients undergoing complicated surgical procedures, and trauma cases. The graduate Respiratory Therapist will be capable of performing ventilator management, arterial blood gas tests, aerosol therapy, electrocardiograms, and other related cardiopulmonary services.

- **Surgical Technology:** Surgical technologists, formerly called operating room technicians, perform many different responsibilities in the operating room. They act as the scrub person, the circulator, and as the first assistant on the surgical team. Their responsibilities include preparing the operating room and instruments, equipment and supplies that will be needed for the procedure. The technologist helps prepare the patient for surgery and passing instruments, sponges, and sutures to the surgeon. Surgical technologists are the surgical team's expert in aseptic technique, being constantly vigilant for any break in the technique that could endanger the sterile field necessary for a successful outcome of the operation. Surgical technologists belong to a separate non-nursing profession of highly skilled, credentialed allied health professionals that possess specialized education and training to work specifically in the operating room. The preferred entry level education for the surgical technologist is the associate degree. However, Malcolm X College offers the advanced certificate for Surgical Technologist.
- **Pharmacy Technology:** This Certificate program prepares the Pharmacy Technicians to assist and support licensed pharmacists in providing health care and medications to patients. A Pharmacy Technician must have a broad knowledge of pharmacy practice and be skilled in the techniques required to order, stock and prepare medications. A Pharmacy Technician interprets, inputs, prepares and dispenses doctor's prescriptions under the direct supervision of the pharmacist. The prescriptions can be oral, nasal, topical, rectal, ophthalmic, intramuscular or intravenous. The program is accredited by the American Society of Health-System Pharmacists and prepares the student to successfully pass the Pharmacy Certification Technician Board Examination.
- **Phlebotomy:** This Certification program prepares the Phlebotomist in procuring blood specimens from patients in various settings and transporting the specimens to the laboratory. The Phlebotomist is expected to be proficient in venous and skin punctures. In some instances with physician authorization the Phlebotomist will arterial blood collection.
- **Whitney M. Young Business Institute:** The Whitney M. Young Business Institute is composed of four instructional areas: Accounting (A.A.S.), Business Administration/General Business (A.A., page 71), Computer Information Systems and Executive Assistant program (A.A.S.) Graduates from the Whitney M. Young Business Institute are prepared for entry-level positions in their respective fields. With additional education and/or business experience, many graduates advance to professional and middle management positions.

## Olive Harvey College

- Short-term job training in **CLASS A Truck License, CLASS B Truck License, School Bus w/ Endorsement, Transit Bus, Coach, Passenger Endorsement, Fork Lift Operator Certification** (1 Week)
- **Associate of Applied Science Degree** prepares the student for career entry immediately upon completion and applicable licensure or certification examination. Some four-year colleges and universities will take college work pursued for an A.A.S. Degree toward similar majors of concentration. Emphasis in the Associate in Applied Science Degree program is placed on specialized skills that prepare the individual for employment at the professional/technical level. The programs require the successful completion of all major courses with a minimum of a "C" (2.00) grade. Programs offered include Accounting, Architectural Technology, Child Development, Computer Information Systems, LAN Specialist, Management/Marketing, Networking Systems, Nursing, Respiratory Care

## Truman College

- **Accounting Program** (Advanced Certificate, 30 credit hours)
- **Accounting Program** (Basic Certificate, 18 credit hours)
- **Appliance Technology** (Advanced Certificate, 30 credit hours) This career-training program leads to lucrative job opportunities for an individual who enjoys repairing major appliances, such as refrigerators, air conditioners, ranges, washers, dryers, and microwave ovens. Students can become Environmental Protection Agency (EPA) certified while learning refrigeration and air conditioning skills in this 'hands-on' program. They will learn how to read schematic diagrams and troubleshoot electrical circuits.
- **Major Home Appliance Technology** is an advanced certificate program designed to help meet the high demand for trained service technicians. Upon successful completion of the program, the student will be prepared for positions with service companies and manufacturers of major appliances, both residential and commercial. Experienced instructors are (EPA) certified and experts in their field.
- **Automotive Program** (Basic Certificate, 20 credit hours) This program provides students with the necessary foundation and practical experiences to pursue an entry-level position within the automotive industry. Entry-level positions may be found in automotive dealerships, automotive franchises, independent service repair shops, auto part stores, or through self-employment. Upon completion of the program, the graduates may be able to seek employment opportunities as Automotive Technician Apprentices, Service Writers, or Auto Parts Personnel. This program is NATEF (National Automotive Technician Education Foundation) division of ASE (Automotive Service Excellence) certified.
- **Automotive Program** (Advanced Certificate, 41 credit hours) This program provides students with the necessary foundation and practical experiences to pursue an entry-level position within the automotive industry. Entry-level

positions may be found in automotive dealerships, automotive franchises, independent service repair shops, auto part stores, or through self-employment. Upon completion of the program, the graduates may be able to seek employment opportunities as Automotive Technician Apprentices, Service Writers, or Auto Parts Personnel. This program is NATEF (National Automotive Technician Education Foundation) division of ASE (Automotive Service Excellence) certified.

- **Business Administration Program** (Advanced Certificate, 30 credit hours)
- **CAD and Drafting Technology** (Advanced Certificate, 34 credit hours)
- **CAD and Drafting Technology** (Basic Certificate, 16 credit hours)
- **Child Development** (Advanced Certificate, 32 credit hours)
- **Child Development** (Basic Certificate, 10 credit hours)
- **Computer Information Systems Technology** (Advanced Certificate, 30 credit hours)
- **Computer Information Systems Technology** (Basic Certificate, 12 credit hours)
- **Cosmetology Program** (Advanced Certificate, 36 credit hours)The field of Cosmetology offers challenging and rewarding opportunities. The Cosmetology Program is designed to give students thorough training in the art, skill and applied science used in the treatment of hair, nails, and skin. The program meets the standards of the Illinois Department of Professional Regulation in total hours, teaching staff, equipment, facilities, library and course content. Students study in the classroom and are required to complete a specific number of hours in the Technical Center Styling Salon. Once students have completed all coursework and laboratory hours, they are ready to sit for the licensure examination through the Illinois Department of Professional Regulation. Students must be licensed in order to practice cosmetology in Illinois.
- **Criminal Justice Program** (Advanced Certificate, 30 credit hours) Study of theory and practice of contemporary criminal justice for those who plan careers as police officers or other criminal justice positions, as well as for people who wish to understand the functions and procedures of policing, the courts, and corrections.
- **Criminal Justice Program** (Basic Certificate, 15 credit hours)
- **Management/Marketing Program** (Advanced Certificate, 35-36 credit hours)
- **Management/Marketing Program** (Basic Certificate, 18 credit hours)
- **Networking Systems and Technology Program** (Basic Certificate, 15 credit hours)
- **Networking Systems and Technology Program** (Basic Certificate, 30 credit hours)
- **Web Development Program** (Advanced Certificate, 31 credit hours)
- **Web Development Program** (Basic Certificate, 16 credit hours)

## **Harold Washington College**

- The Department of Computer Information Systems offers the following programs:
  - Basic Certificate
  - Advanced Certificate
  - Associate in Applied Science (AAS) Degree

The Department of Computer Information Systems provides students with basic business principles and technical skills used in programming and operating computer information systems equipment. The certificates and AAS degree can lead to direct employment in data-entry operations, computer operations or commercial applications programming, or to acquisition of computer information systems skills to improve employment or career advancement possibilities in business, government, or education. Skilled personnel are in great demand to handle the mammoth information needs of corporations and organizations, and a general knowledge of computers and information systems is essential for almost any career.