



Thank you for your interest in Pratt Community College's Electrical Power Technology Program at Coffeyville. Enclosed you will find a packet which includes more information about our program. Classes fill on a first come first serve bases, starting in October of each school year. Feel free to call or e-mail us with any questions you might have. We look forward to hearing from you.

Thank you,

Dean Senter,

deans@coffeyville.edu or 620-252-7156 ,

deans@prattcc.edu or 620-450-7754

ADMISSION REQUIREMENTS

2012-2013

Student must complete all Admission Requirements to be considered:

1. **APPLICATION AND ACCEPTANCE TO PRATT COMMUNITY COLLEGE** (for those who have not previously taken a course at PCC). (International students must meet the PCC requirements for international students. Please contact the Associate Director of Admissions, for more information.) Students will receive an acceptance letter from PCC; receipt of this letter is for admission to the college and does not ensure admission into the EPT program.
2. **APPLICATION TO THE ELECTRICAL POWER TECHNOLOGY PROGRAM** must be complete and on file. Applications will be kept on file for two years and then discarded. Applications to the EPT program are available at www.prattcc.edu. Priority deadline for application is April 1.
3. **OFFICIAL HIGH SCHOOL TRANSCRIPT, GED, or PROOF OF HOME SCHOOL COMPLETION.**
4. **OFFICIAL TRANSCRIPTS OF ALL COLLEGE COURSES TAKEN.** If the student has taken courses for college credit, the student must have a cumulative grade point average (GPA) of 2.5 or better. It is the department's discretion to allow students in the program for insufficient grades in courses taken or courses that do not coincide with the requirements of the EPT program.
5. **ABILITY TO PERFORM FOR ESSENTIAL PHYSICAL REQUIREMENTS.** The Electrical Power Technology program requires a student to carry 50+ lbs and ability to accurately perform duties in harsh weather conditions.
6. **HOLD OR ABILITY TO OBTAIN A COMMERCIAL DRIVERS LICENSE (CDL)**
In order to obtain a CDL, student's criminal record must be free from convictions.

When a student has met above criteria and is admitted into the program, they complete an **"EPT Disclosure & Release" form** giving authorization for Pre-check and PCC to perform a background check. Certain past convictions, including crimes against persons, prohibit one from acceptance into the EPT program.

The students who are best qualified shall be admitted to the EPT program (see "Selection Criteria").

ACCEPTANCE REQUIREMENTS

Upon receipt of written notification from the Director of the Electrical Power Technology program of acceptance into the EPT program, students will be required to send a \$200.00 check and obtain tools and supplies needed to participate in classroom and lab sessions. This fee must be returned prior to the deadline noted in the acceptance letter. The fee will apply toward background check (\$50.00). This is a non-refundable fee.

Following formal admission to the EPT program, the student must submit a **completed physical exam form by the first day of class** (to be obtained from EPT Department). Official documentation of immunizations **must** accompany completed health form.

This information is current as of September 2011

ANY UPDATES WILL BE POSTED ON THE PCC WEB-SITE AT:
www.prattcc.edu

**PRATT COMMUNITY COLLEGE
ELECTRICAL POWER TECHNOLOGY
ADMISSION CHECKLIST**

To be considered for admission into the EPT Program, you must complete the following:

- Pratt Community College application for admissions form
- Pratt Community College - Electric Power and Technology program admissions form - Priority deadline – **April 1**
- Official High School transcript or GED
- All official college transcripts
- Official copies of required placement scores in ACT, Compass, Asset or Workkeys.

PLEASE SEND : Electric Power and Technology program admissions form to

ADDRESS: Coffeyville Community College
Electrical Power Technology
400 West 11th, Coffeyville, Kansas 67337
PHONE: 1-620-252-7157

PLEASE SEND : Transcripts and Pratt Community College admissions forms to

ADDRESS: Pratt Community College
348 N.E. SR 61, Pratt, Kansas 67124-3091
PHONE: 1-800-794-3091, ext. 218 or (620) 450-2218 (direct)



ELECTRICAL POWER TECHNOLOGY CURRICULUM

DEGREE REQUIREMENT

Commercial Driver's License

General Education Requirements:

COMMUNICATIONS

ENG 176 English Composition I *
 --or ENG 135 Writing for the Workplace**
 COM 131 Speech Communication *
 --or COM 276 Public Speaking *
 --or COM 130 Communication for the Workplace

Hrs.

3

3

MATHEMATICS

MTH 126 Tech Math**
 MTH 178 College Algebra *

Hrs.

3

SOCIAL AND BEHAVIORAL SCIENCE

BUS 177 / SOC178 Human Relations

Hrs.

3

Or One (1) course of at least three (3) credit hours must be taken from one of the following disciplines: Sociology, Political Science, Psychology, Social Sciences, or Economics.

LIFETIME FITNESS & HEALTH

HPR 101 Concepts of Physical Health

Hrs.

2

COMPUTER SKILLS

BUS162 Intro to Word Processing--or--BUS235 Microcomp. Office Apps I

Hrs.

1

COURSES FROM MAJOR DEPARTMENT AND ELECTIVES

Hrs.

53

EPD129 App Elec/Electronics
 EPD131 Sys Des, Constr, Maint
 EPD141 Lab & Field Training I
 EPD142 Lab & Field Training II
 EPD143 Lab & Field Training III
 EPD144 Lab & Field Training IV
 EPD150 Electrical Essentials
 EPD207 CAD I
 EPD221 Occ Work Exp (4)
 EPD236 Industrial Safety and Rel
 EPD245 Underground Distribution
 EPD251 Transformers & Metering

Total Credit hours 68

- Electric Power Technology advisors for Coffeyville will assist you to develop a plan of study based on your individual circumstances. Please [call 620-252-7157](tel:620-252-7157) or e-mail deans@prattcc.edu to make an appointment.
- **Many of the above general education classes are available through Coffeyville Community College.**
- Check current PCC schedule of courses at www.prattcc.edu.

ELECTRICAL POWER TECHNOLOGY APPLICATION FOR PROGRAM ADMISSION

Pratt Community College does not discriminate on the basis of race, color, national origin, sex, age or handicap in admission or access to or treatment or employment in its programs and activities.

Prior to completing this application, please review the admission requirements very carefully. Applications will be held for two years.

PRIORITY DEADLINES FOR APPLICATION MATERIALS April 1st

PROGRAM APPLYING FOR:

PLEASE TYPE OR PRINT ALL INFORMATION BELOW.

On-Campus: Coffeyville _____ On-Campus: Pratt _____
When do you desire to enter this Electrical Power Technology program? _____

PERSONAL INFORMATION:

Name: _____
(Last Name) (First Name) (Middle Name) (Maiden Name)
Home Address: _____
(Number and Street) (City) (State) (Zip Code)
Home Phone: _____ Date of Birth: _____
(Area Code) (Number) (Month) (Day) (Year)
Cell Phone: _____ E-mail: _____

EMERGENCY CONTACT:

(Name) (Relationship)
Home Address: _____
(Number and Street) (City) (State) (Zip Code)
Work Address: _____
(Number and Street) (City) (State) (Zip Code)
Home Phone: _____ Work Phone: _____
(Area Code) (Number) (Area Code) (Number)

Work Experience:

Do you hold a valid Commercial Driver's License? Yes _____ No _____

Have you ever been convicted of a misdemeanor or felony? _____ Yes _____ No
(See "Legal Qualifications for CDL".)

I certify that the information given is correct and complete. I understand that submission of false information and/or failure to submit supporting transcripts is grounds for denial of admissions, re-enrollment, or immediate suspension if enrolled. If accepted as a student at PCC, I agree to abide by the rules and regulations of the college regarding conduct, financial, and other obligations. I have read the admission requirements, the legal qualifications for CDL, and the estimated cost sheet. I affirm my intention to meet these requirements and agree to immediately report any change of status related to information on this application.

Signature Date

PLEASE SEND INFORMATION TO:

ADDRESS: Coffeyville Community College
Electrical Power Technology
400 West 11th, Coffeyville, Kansas 67337
PHONE: 1-620-252-7157

REMINDER – TO BE CONSIDERED FOR ADMISSION: ALONG WITH THIS APPLICATION, PLEASE SUBMIT OFFICIAL COLLEGE TRANSCRIPTS AND PLACEMENT TESTING SCORES.

ELECTRICAL POWER TECHNOLOGY
 PRATT COMMUNITY COLLEGE
 Coffeyville Location

STUDENT CHECKLIST

- Set up **campus visit** w/Coffeyville Coordinator, 620-252-7157.
 - **PLEASE SEND INFORMATION TO:**

Coffeyville Community College
 Electrical Power Technology
 400 West 11th, Coffeyville, Kansas 67337
 1-620-252-7157

ADDRESS:
 PHONE:

- **PLEASE SEND TRANSCRIPTS TO:**

Pratt Community College
 348 N.E. SR 61, Pratt, Kansas 67124-3091
 1-800-794-3091, ext. 218 or (620) 450-2218 (direct)

ADDRESS:
 PHONE:

- Entrance Exams** - COMPASS, ASSET, ACT or WORKEYS scores must be on file before enrollment can begin
- Enroll** in first early enrollment day
 - **No enrollment will be taken after classes are full. Class is limited to the first 20 students.**
- Order Lineman's Boots.** Contact Coffeyville Coordinator for possible vendors
- Financial Aid.** Remember you are to be taking Pratt Com. College classes so when filling out financial aid it needs to be done thru Pratt. (620-450-2248) or (620-450-2252)
- Return **Conduct Agreement, Insurance Verification/Waiver & Indemnification Agreement**
- Tools** can be purchased for list of tools contact Coffeyville Coordinator.
 - **Used tools are subject to inspection and rejection.**
- Housing packet** (for on-campus students) Dorm space is limited.
- Books** - Contact Bookstore at Pratt Com. College and put Books on order (620-450-2176)
- Get your **physical** (normal sports physical is fine, less than one year old)
- Check to verify enrollment** – Monday of the first week of classes.