

Refund Policy

Refunds will be made on a pro-rated basis during the first two weeks (10 days) of school. No refunds are made after the class has been in session over two weeks. Refunds will be completed within ten working days. The \$5.⁰⁰ application fee is non-refundable. If Locklin Tech cancels the class due to low enrollment, a full refund is made.

Rules and Regulations for Conduct

All students are expected to follow the rules and regulations as set forth by the Santa Rosa County School Board's Student Code of Conduct and Locklin Tech's Curriculum & Student Guide.

Mission Statement

The mission of Locklin Tech is to provide technical and supplemental training and academic education to the students, businesses, industries, manufacturers, and other citizens in Santa Rosa County. Preparing students for the workforce in a technology rich learning environment will enable them to compete in a new global economy, continue their education or training, and pursue the vision and goals of our educational system.

Accreditation

This institution is accredited by:

The Council on Occupational Education
7840 Roswell Road
Building 300, Suite 325
Atlanta, Georgia 30350
770.396.3898
www.council.org

It is the policy of the School Board of Santa Rosa County to offer the opportunity to students to participate in appropriate programs, services and activities without regard to race, color, religion, national origin, sex, marital status, or disability. If a student feels he or she has been discriminated against, he/she may appeal by using the procedure and form approved by the district school board and available in the principal's office.

This publication can be made available to speakers of other languages in any language for the student or parent to understand (orally or in writing, whichever is more convenient) and to persons with disabilities in a variety of formats, including Braille, large print, or audio tape. Telephone or written requests should include your name, address, and telephone or TDD number. Requests should be made to:

Locklin Tech
5330 Berryhill Road
Milton, Florida 32570



Phone: 850.983.5700
Fax: 850.983.5715

www.locklintech.com

08.01.11

Knowledge that Works

Air Conditioning , Refrigeration & Heating Technology



Locklin Tech

Air Conditioning, Refrigeration & Heating Technology

The Air Conditioning, Refrigeration & Heating Technology program prepares students for employment or advanced training in the heating, air-conditioning and refrigeration industry. Classroom, shop and laboratory activities are an integral part of this cluster. These activities include instruction in safety procedures, care of tools, equipment, materials and processes found in the industry.

The 1,350 hour program (7 high school credits) includes:

- 250 Hours (A/C, Refrigeration & Heating Helper)
- 250 Hours (A/C, Refrigeration & Heating Mechanic Assistant)
- 250 Hours (A/C, Refrigeration & Heating Mechanic 1)
- 250 Hours (A/C, Refrigeration & Heating Mechanic 2)
- 350 Hours (Refrigeration Mechanic)

In addition to NCCER certification, the student should obtain Environmental Protection Agency (EPA) and North American Technician Excellence (NATE) certification prior to leaving school in order to be employed in any job that requires work with refrigerants.

Availability

Locklin Tech's admission policy allows students to enter a program at the beginning of a semester provided space is available during the school year.

Program Completion

A student is awarded a certificate upon successful completion of program competencies determined by the Florida Department of Education's curriculum, basic skills (TABE score) and classroom/shop hours.

Admission

As an initial part of your potential enrollment, you will be given the Test of Adult Basic Education (TABE). The TABE is a measurement of reading, language and math skills and will be used to determine your strengths and weaknesses. A TABE score of 10.0 in math and 9.0 in language and reading is required to complete this technical program. Applicants scoring two grade levels below the required TABE score must attend remediation classes to improve basic skills. Achievement of basic skills is required before a certificate of program completion can be awarded. A booklet, *Preparing for the TABE*, is available in Student Services to provide you with an overview for this computer-based test. Call 983-5700 ext. 209 to schedule an appointment and obtain information on testing fees. Please provide photo identification at the time of testing.



Financial Aid

Locklin Tech has a financial aid counselor to assist students who may qualify for a Pell Grant. Locklin's school code is **017198**. The application process may be completed on-line at www.fafsa.gov.

Tuition/Fees/Other Costs

See a current schedule for tuition. Tools are available in the classroom but students are encouraged to begin collecting their own set of tools (\$1,000). Students will also need textbooks (\$425) and classroom supplies (\$15). There is no charge for NCCER certification exams. Additional certifications, such as EPA and NATE, fee are from \$35 to \$210.

Length of Program

1350 Hours

Adult students may be enrolled either full time or part time in the Air Conditioning, Refrigeration & Heating Technology Program. Adult students enrolled fulltime for a year would earn 900 hours of the 1350 hours required for the program. A student attending full time may complete this program in 54 weeks (3 semesters).

Industry Certification

The Contren Learning Series curriculum used in this program prepares students for valuable industry certification from the National Center for Construction Education and Research (NCCER). Training accomplishments are documented through NCCER's national registry. In addition to NCCER certification, the student should obtain Environmental Protection Agency (EPA) and North American Technician Excellence (NATE) certifications prior to leaving school in order to be employed in any job that requires work with refrigerants.

Employment Opportunities

Air Conditioning Contractors employ most of the H.V.A.C. Technicians. Food store chains, school systems, hospitals and many industrial plants also have positions that are filled with H.V.A.C. Technicians and Commercial Refrigeration Technicians. Career growth is unlimited, many Building Automation Control Technicians and Installers come from H.V.A.C. backgrounds. Approximately one of every five technicians in the field are self-employed.

Instructor Contact Info

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