



# **Greater Johnstown Career & Technology Center**

**CAREER IN A YEAR™**



**12 Full-Time Adult Education Programs**

**4 Short-Term Adult Programs**

**2025-2026 Adult Education Catalog**



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## **INTRODUCTION**

Greater Johnstown Career and Technology Center has been developing and offering training programs for adults for over 55 years and is proud to have helped thousands of people improve their skills, train for a new career, and prepare for a successful life course. The Adult Education programs provide opportunities for adults in the community to receive specialized training in many vocational and technical areas. The programs are planned to provide training for individuals already working as well as those who wish to retrain for a new career. Many of the Post-Secondary programs are now articulated with the Mount Aloysius College, Saint Francis University and Pennsylvania Highlands Community College for associate degree status.

## **MISSION STATEMENT**

Ensure Student Success

## **VISION STATEMENT**

Positively impacting an ever-changing workforce

## **ETHICAL OBLIGATIONS**

Promote Learning • Ensure Health and Safety • Protect the Public and Private Trust • Respect Diversity

## **ADMINISTRATIVE STAFF**

Mr. Thomas Mitchell, Chief School Administrator

Mr. John S. Augustine II, Administrative Director

Mrs. Tricia Rummel, Assistant Director

Mrs. Amanda Harrington, Assistant Administrator of Program Operations  
Mrs. Laura Hollis, Practical Nursing Coordinator

## **NOTICE OF NONDISCRIMINATION**

The Greater Johnstown Career and Technology Center does not discriminate on the basis of race, color, national origin, sex, disability or age in its programs or activities. Career and Technical education program offerings include: Secondary programs – Advanced Manufacturing/Robotics, Automotive Repair Technology, Collision Repair & Industrial Refinishing, Construction Technology, Cosmetology, Culinary Arts, Diesel Mechanics, Graphic & Digital Media Design, Health Assistant, Laboratory Technology, Machine Tool Technology, Pre-Teacher Preparation, and Welding. Adult Education programs – Auto Inspection, Commercial Driver Training, Cosmetology, Drone Training, Electrical Technology, HVAC, Intergenerational Advanced Manufacturing/Robotics, Intergenerational Automotive Technology, Intergenerational Collision Repair, Intergenerational Construction Trades, Intergenerational Cosmetology, Intergenerational Culinary Arts, Intergenerational Diesel Mechanics, Intergenerational Machine Tool Technology, Intergenerational Welding, Mobile Equipment Operations, Practical Nursing, Robotic Technology in Manufacturing, and Welding. Inquiries may be directed to: Title IX Coordinator at 445 Schoolhouse Road, Johnstown, PA 15904 or at (814)266-6073 ext. 121 or [trummel@gjctc.org](mailto:trummel@gjctc.org).

The Greater Johnstown Career and Technology Center affirms that all employment practices will be done in adherence to Title IX of the Educational Amendments of 1972, Title VI and VII of the Civil Rights Act of 1964, and Section 504 of the Rehabilitation Act of 1973. We further affirm that all curriculum offerings and student enrollment practices will be handled without discrimination based on sex, age, race, color, religion, national origin, or non-job related handicaps or disabilities. Inquiries should be directed to: The Title IX Coordinator at the Greater Johnstown Career and Technology Center, 445 Schoolhouse Road, Johnstown, PA 15904-2998. (814) 266-6073, ext. 121 or [trummel@gjctc.org](mailto:trummel@gjctc.org).

## **GJCTC Offers Programs for Adults in these Areas**

- Career in a Year™
- Short-Term Classes and Programs
- Industry Training

**Call: (814) 266-1300 or visit [www.gjctc.org](http://www.gjctc.org) for more information.**

## **ACCREDITING AGENCIES/ APPROVING AUTHORITIES**

Greater Johnstown Career and Technology Center is accredited by the following agencies to provide educational programs:

- Pennsylvania Department of Education
- Pennsylvania State Board of Nursing

## **How to Enroll in an Adult Education program at GJCTC**

**Once you have decided to enroll in a career in a year program, follow these steps:**

- Call the adult education secretary at (814) 266-6073 x 201 to set up a date and time for the registration interview. This interview will take approximately 45 minutes to one hour and is mandatory.
- Individuals interested in the Practical Nursing Program are required to take an entrance test.
- You must have a high school diploma or GED.
- Be prepared to bring the \$100 registration fee with you to the registration interview. This fee must be paid before your interview begins and is non-refundable. Payment of this fee secures your seat in the class and will be deducted from your tuition once you begin your program.
- During the interview, which is conducted by the adult education career coach, school policies and procedures will be reviewed. Additionally, any entrance requirements you must complete will be reviewed. You will also have the opportunity to ask questions about the program and/or the school.
- After your interview, you should begin the application process for financial aid (if applicable).
- Once all requirements are met, you will receive a letter of acceptance from the program administrator.
- Students enrolling in daytime intergenerational programs are required to submit applications for the Act 34 criminal background checks and Act 151 Child Abuse Clearances. In addition, if you have not been a Pennsylvania resident for the past two years, you will be required to apply for an FBI fingerprint and criminal history report. More information about background checks will be given to you at the interview.

**Students interested in a short-term programs should call (814)266-1300 for registration information.**

**Call 814-266-1300 if you have additional questions.**

## **FINANCIAL AID**

We know that continuing your education can be a financial challenge. In an effort to ensure that everyone who wishes can enroll in our programs, we are proud to offer financial aid opportunities for our adult education programs. Students may apply for Title IV federal aid programs to determine eligibility for financial aid programs.

## **FINANCIAL AID ELIGIBILITY**

Students must meet the following requirements to receive federal financial aid through the Greater Johnstown Career and Technology Center:

- Demonstrate financial need
- Be enrolled in an approved course of study
- Have a high school diploma or GED certificate
- Be a U.S. citizen or eligible non-citizen
- Make satisfactory academic progress and have 90 percent attendance
- Register with the Selective Service, if required
- Not be in default on a Title IV loan
- Not owe a refund on a Title IV grant

## **FEDERAL AID PROGRAMS**

Federal law requires that students may apply for federal aid without paying a fee. Full-time GJCTC students may be eligible for the following federal aid programs:

- Federal Pell Grant
- Direct Loan Program
- Workforce Investment Act (WIA)
- Office of Vocational Rehabilitation (OVR)
- Veterans Benefits (VA)

## **FINANCIAL AID PROCESS**

There is a specific process students must follow when applying for financial aid. The first step is to fill out the Free Application for Federal Student Aid (FAFSA) at least 60 days in advance. If you need help filling out the application or have questions about the financial aid process, please contact us.

## **FINANCIAL AID APPLICATION STANDARDS**

**Note:** Students must maintain satisfactory attendance and grades in order to maintain eligibility for federal grants and loans. See student handbook for important information on early withdrawals.

### **Financial Aid Eligibility:**

Greater Johnstown Career and Technology Center participates in U.S. Department of Education (DOE) Title IV funding programs. Our participation is in compliance with the latest Higher Education Reauthorization Act for Title IV eligibility and certification requirements. Students in long-term programs are eligible for funding. Students in programs consisting of less than 900 hours may be eligible to apply for a reduced amount of financial aid.

## **VERIFICATION PROCESS**

It may be necessary for students who have applied for Pell Grants and/ or Direct Loans to complete a verification process as stipulated by the U.S. Department of Education. Verification requires documentation to be submitted to the school in order to review the accuracy of the information provided on the financial aid applications.



## **FINANCIAL AID PROCESS AND SCHOOL CODE**

The FAFSA form may be completed on the web at [http:// www.fafsa.ed.gov](http://www.fafsa.ed.gov). Students must sign their forms by entering a FSA ID number that can be obtained on the same site FAFSA website. The school code that should be entered on the FAFSA form for GJCTC is: **016626**. The paper FAFSA worksheet can be printed and filled out at your leisure, then entered on the FAFSA website for processing.

After the U.S. Department of Education processes the FAFSA application, the student will receive a Student Aid Report, which will indicate whether the student may be eligible for a grant; however, it will not indicate the amount of the grant. The student may contact the GJCTC Financial Aid Office two or three days after they have signed their FAFSA form with their own personal FSA ID to find out the status of their grant. The GJCTC Financial Aid Office will then provide more specific grant information to the student. You may contact the GJCTC Financial Aid Office at: (814) 266-6073 Ext. 123.

FAFSA applications should be submitted well in advance of the program start date. At least 60 days in advance is recommended to allow for possible corrections, verification, etc. Completion of financial aid paperwork is required to confirm your acceptance into the GJCTC program of study you have chosen.

*\*The Department of Education's websites design and content may change without notice.*

## **APPLYING FOR A DIRECT OR PARENT/PLUS LOAN**

**These are the steps to take to obtain a DIRECT or Parent/PLUS Loan:**

### **1. Complete Online Direct Loan Entrance Counseling**

- Go to [www.studentaid.gov](http://www.studentaid.gov)
- Click "Log In" button
- Follow instructions to sign into the website
- Click on "I'm preparing for school"
- This entrance counseling session must be completed before loan certification will be completed by the school

### **2. Complete Direct Loan Master Promissory Note (MPN) - (Student Loan Application)**

- May be completed online at [www.studentaid.gov](http://www.studentaid.gov)
- Click "log in" button
- Follow instruction to sign into the website
- Click on "I'm preparing for school"
- Choose "Master Promissory Note (MPN)"
- You may use your FSA ID number that was used to process your FAFSA to electronically sign your Master Promissory Note. The loan school code used for the MPN is: **01000600**

### **3. Loan Amount Request Form**

- Loan Amount Request Form is available from the school – for GJCTC use only – DO NOT SEND THIS FORM TO AES/PHEAA.
- Complete loan amount form and return it to the GJCTC Financial Aid Office to expedite loan certification

### **4. Parent/PLUS Application**

- If you are interested in a PLUS loan, a Master Promissory Note and online application is available at [www.studentaid.gov](http://www.studentaid.gov)
- After logging in click on "I'm a parent"
- Fill out application – "Apply for a Parent Plus Loan"
- Fill out Master Promissory Note (MPN) for a Parent Plus Loan

## **Career in a Year™ Programs**

GJCTC is proud to have helped thousands of people train for a new career. The Career in a Year™ programs are designed to prepare individuals to enter the workplace in one year or less.

### **ADULT ONLY PROGRAMS**

Electrical Technology | HVAC Technology  
Licensed Practical Nursing | Mobile Equipment Operations

### **\*INTERGENERATIONAL PROGRAMS**

\*Adult students in Intergenerational Programs will be sharing instruction, classroom, and shop activities with GJCTC's secondary students.

Automotive Technology | Collision Repair & Industrial Refinishing  
Technology | Construction Technology | Cosmetology | Culinary Arts  
Diesel Mechanics | Machine Tool Technology/Advanced Manufacturing  
Welding Technology

**Financial Aid is available to qualified individuals for the Career in a Year™ Programs.**

### **Short-Term Classes & Programs**

GJCTC offers short-term classes and programs to individuals who are interested in updating their skills or training for a new career. These programs vary in length and can be completed in one day or several weeks.

Commercial Driver Training (CDL) | Cosmetology Instructor Program  
Nail Technician | State Auto Inspection

**Call (814)266-1300 or visit [www.gjctc.org](http://www.gjctc.org) for more information on these programs.**

### Student Daily Schedule:

Monday—Friday

8:00 a.m.–3:30 p.m.

Program Length: 1,250 Hours

## Cosmetology Career in a Year™



### Areas of Training

In an effort to stay current with changes and trends in the industry, the program curriculum may change during the program year and will include general training in:

- Scientific concepts
- Professional practices and employability skills
- Customer relations
- Record keeping
- Decontamination and Infection control
- Shampooing and scalp treatments
- Hair cutting, styling, and designing
- Hair removal
- Hair extensions
- Chemical services including foiling, coloring, and retexturing
- Nail care and artificial nails
- Manicure and pedicure skills
- Skin care and makeup
- Physical services

### CERTIFICATIONS:

Students who successfully complete the 1,250 hour course are eligible to sit for the state board licensure exam.

**Student Daily Schedule:**

**Monday—Friday**

**8:00 a.m.–3:30 p.m.**

**Program Length: 500 Hours**

**Cosmetology  
Teacher's Program  
Career in a Year™**



## **Areas of Training**

The Cosmetology Teacher's Curriculum seeks to produce professionals who will be productive in their fields. Community resources will be utilized to prepare students' careers in teaching Cosmetology. The curriculum will focus on the following topics:

- Educational Psychology
- Learning Philosophy
- Lesson and Curriculum Planning
- Classroom Management
- Instructional Methods
- Assessment Methods
- The Art of Teaching
- Classroom Supervision/  
Clinic

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## **CERTIFICATIONS:**

Students who successfully complete the 500 hour course are eligible to sit for the state board licensure exam.

### Student Daily Schedule:

Monday— Thursday

7:00 a.m.–3:30 p.m.

Program Length: 720 Hours

## Electrical Technology Career in a Year™



### Areas of Training

In an effort to stay current with changes and trends in the industry, the program curriculum may change during the program year and will include general training in:

- Electrical safety
- Basic electronics
- Electrical circuits (AC and DC)
- Electrical math
- Installation, design, and maintenance techniques
- Industrial motor control programmable
- Controls and robotics
- Residential, commercial, industrial wiring, and codes
- Introduction to alternative energy component and rebuild

### CERTIFICATIONS:

NFPA 70E, Electrical Safety in the Workplace

OSHA 10 – Construction Safety and Health

NCCER Core Curriculum: NCCER Level 1 | NCCER Level 2 | NCCER Level 3

**Student Daily Schedule:**

**Monday—Thursday**

**7:00 a.m.–3:30 p.m.**

**Program Length: 720 Hours**

## **HVAC Technology Career in a Year™**



### **Areas of Training**

In an effort to stay current with changes and trends in the industry, the program curriculum may change during the program year and will include general training in:

- HACT Introductory Core Curriculum: construction safety, math, drawings, rigging, materials handling
- HACT Level 1: piping practices, soldering and brazing, cooling & heating, basic electricity, air distribution systems, residential systems
- HACT Level 2: commercial systems, chimneys and vents, leak detection, hydronic systems, basic troubleshooting, duct systems, heat pumps
- HACT Level 3: advanced troubleshooting, refrigerants and oils, compressors, retail refrigeration, metering devices, water treatment, commercial hydronic systems
- HACT Level 4: troubleshooting lab, system balancing, air quality, system design, commercial and industrial systems, startup and shutdown, building management system

### **CERTIFICATIONS:**

EPA 608 Certification | OSHA 10 – Construction Safety and Health

NCCER Core Curriculum: NCCER Level 1 | NCCER Level 2 | NCCER Level 3 | NCCER Level 4



**Student Daily Schedule:**  
**Theory: 7:30 a.m.-3:00 p.m.**  
**Clinical: Hours vary**  
**Program Length: 1,603 Hours**

## **License Practical Nursing Career in a Year™**



### **Program of Study - Practical Nursing**

The 1,500-hour PN program includes 800 theory hours and 700 hours of clinical experience. The full-time program is divided into three sixteen-week levels of classroom and clinical experiences.

### **Areas of Training**

In an effort to stay current with changes and trends in the industry, the program curriculum may change during the program year and will include general training in:

- Nursing Fundamentals
- Body Structure and Functions
- Personal and Vocational Relations
- Nutrition
- Mathematics for Nursing
- Medical-Surgical Nursing
- Pharmacology
- Maternity Nursing
- Pediatric Nursing

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### **CERTIFICATIONS:**

Healthcare Provider BLS CPR  
American Heart Association IV Therapy





## LPN-Continued Career in a Year™

The Practical Nursing (PN) program prepares men and women for a career as a licensed practical nurse in the various areas of the healthcare field. The curriculum offers structured learning opportunities for the student to develop nursing knowledge and clinical skills as related to health maintenance, diseases prevention,

care of the sick and injured across the life span.

Graduates earn a diploma and are prepared for entry level employment and after successful completion of the NCLEX are able to work as a Licensed Practical Nurse in the state of Pennsylvania.

Articulation agreements are available with this program for furthering your education.

**Entrance Exam Information:** Prospective students must take the Elsevier HESI A2 Admission Assessment, for admission to our program.

### Requirements

You must score a 70% or higher on each section of the exam. If you fail to score a 70% or higher, you may retake the entire HESI exam one time, but you must schedule the retake at least 30 days after the first test date.

**Exam fee:** \$60.00

### Registration

Contact the Johnstown office at (814) 266-6073 x 201 to register for the exam. You must pre-register, and payment is due at time of registration. We accept credit cards or checks.

### Please mail checks to:

GJCTC  
445 Schoolhouse Road  
Johnstown, PA 15904

### Exam Preparation

We encourage you to prepare for the pre-entrance exam by obtaining a study guide, HESI A2 Admission Assessment Exam Review. Study guides are available at the Elsevier website, at bookstores, and at Amazon.com. The study guide ISBN is 0323582265.

**Student Daily Schedule:**

**Monday—Thursday**

**6:30 a.m.– 4:00 p.m.**

**Program Length: 800 Hours**

**Mobile Equipment  
Operations  
Career in a Year™**



**Areas of Training**

In an effort to stay current with changes and trends in the industry, the program curriculum may change during the program year and will include general training in:

- Basic safety
- Introduction to construction math
- Hand and power tool safety
- Introduction to blueprints
- Heavy equipment safety
- Basic employability skills
- Commercial driver training
- Backhoe operation
- Dump truck operation
- Wheeled loader operation
- Crawler dozer operation
- Skid loader operation
- Fork truck operation
- Track excavator operation

**CERTIFICATIONS:**

CDL Class A License | Fork Lift Training Card

OSHA 10 – Construction Safety and Health

MSHA – Mine Safety & Health Admin.

NCCER Core Curriculum: NCCER Level 1 | NCCER Level 2 | NCCER Level 3

**Student Daily Schedule:**

**Monday—Thursday**

**8:00 a.m.–1:30 p.m.**

**Program Length: 720 Hours**

**Welding  
Career in a Year™**



**Areas of Training**

In an effort to stay current with changes and trends in the industry, the program curriculum may change during the program year and will include general training in:

- Advanced fabrication equipment and welding techniques to build, assemble, and repair metal components
- Reading blueprints to meet critical design specifications
- Developing the confidence, work ethic, and team cooperation necessary for a career in fabrication

*\*Note: students must pass A.W.S. standards to the D.I.I. code book with their weld tests.*

**CERTIFICATIONS:**

SMAW (Flat, Hor., Vert., OH) – American Welding Society

GMAW (Flat, Hor., Vert., OH) – American Welding Society

FCAW (Flat, Hor., Vert., OH) – American Welding Society

OSHA 10 – Construction Safety and Health

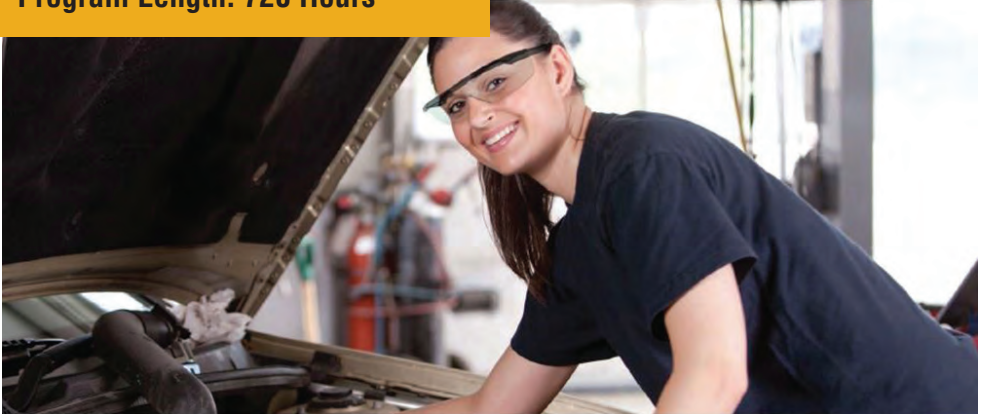
**Student Daily Schedule:**

**Monday-Thursday**

**8:00 a.m.-1:30 p.m.**

**Program Length: 720 Hours**

**Automotive Technology\***  
**Career in a Year™**



**Areas of Training**

In an effort to stay current with changes and trends in the industry, the program curriculum may change during the program year and will include general training in:

- Safety
- Tool identification and usage
- Vehicle maintenance
- Suspension systems and alignment
- Steering systems
- Conventional and anti-lock braking system
- Automatic and manual transmissions
- Drivelines, differentials, and axles
- Engine mechanical and performance
- Fuel delivery system
- Exhaust systems
- Heating, ventilation, and air conditioning systems
- Electrical systems diagnosis and repairs

\*Designates an Intergenerational Program. Students in our intergenerational programs share instruction, classroom, and/or laboratory/shop activities with GJCTC's high school students.

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**CERTIFICATIONS:**

Automotive Service Excellence Certifications (ASE) | Pennsylvania State Inspection License | OSHA 10 – Hour Automotive | S/P2 Safety and Pollution Prevention Training | Section 609 Mobile Air Conditioning Certification

**Student Daily Schedule:**

**Monday-Thursday**

**8:00 a.m.-1:30 p.m.**

**Program Length: 720 Hours**

**Collision Repair  
Technology\***  
**Career in a Year™**



**Areas of Training**

In an effort to stay current with changes and trends in the industry, the program curriculum may change during the program year and will include general training in:

- Safety
- Introduction to Auto Body Repair
- Auto Body Welding
- Painting and Refinishing
- Exterior and Interior Trim Repair
- Mechanical Services
- Frame and Unibody Construction and Repair

\*Designates an Intergenerational Program. Students in our intergenerational programs share instruction, classroom, and/or laboratory/shop activities with GJCTC's high school students.

**CERTIFICATIONS:**

Automotive Service Excellence Certifications (ASE) | Pennsylvania State Inspection License | OSHA 10 – Hour Automotive | S/P2 Safety and Pollution Prevention Training | Section 609 Mobile Air Conditioning Certification | I-CAR Certification



**Student Daily Schedule:**

**Monday-Thursday**

**8:00 a.m.-1:30 p.m.**

**Program Length: 720 Hours**

**Construction  
Technology\***  
**Career in a Year™**



**Areas of Training**

In an effort to stay current with changes and trends in the industry, the program curriculum may change during the program year and will include general training in:

- Constructing building projects from blueprint to completion
- Exploring and developing techniques in carpentry, masonry, plumbing, HVAC, and electric
- Operating a wide range of professional hand, power, and air tools

\*Designates an Intergenerational Program. Students in our intergenerational programs share instruction, classroom, and/or laboratory/shop activities with GJCTC's high school students.

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**CERTIFICATIONS:**

NCCER Core Curriculum | NCCER Construction Technology | OSHA 10 – Hour Construction | S/P2 Construction Technology Safety Certificate

**Student Daily Schedule:**

**Monday-Thursday**

**8:00 a.m.-1:30 p.m.**

**Program Length: 720 Hours**

**Culinary Arts\***  
**Career in a Year™**



**Areas of Training**

In an effort to stay current with changes and trends in the industry, the program curriculum may change during the program year and will include general training in:

- Safety and sanitation
- Food service industry
- Cooking theory and practice
- Nutrition
- Dining room service
- Food purchasing, receiving, and culinary math
- Management

\*Designates an Intergenerational Program. Students in our intergenerational programs share instruction, classroom, and/or laboratory/shop activities with GJCTC's high school students.

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**CERTIFICATIONS:**

Heartsaver CPR, First Aid, and AED | OSHA 10-Hour Culinary Arts |  
ProStart National Certificate | S/P2 Workplace Safety | S/P2 Food Safety |  
ServSafe Certification – National Restaurant Association

**Student Daily Schedule:**

**Monday-Thursday**

**8:00 a.m.-1:30 p.m.**

**Program Length: 720 Hours**

**Diesel Technology\***  
**Career in a Year™**



**Areas of Training**

In an effort to stay current with changes and trends in the industry, the program curriculum may change during the program year and will include general training in:

- Safety
- Employability Skills
- Engine Systems
- Steering & Suspension
- Brakes: Air & Hydraulics
- Systems: Electrical & Electronic
- Preventive Maintenance
- Fabrication & Welding
- Drive Trains
- Heating, Ventilation & Air Conditioning

\*Designates an Intergenerational Program. Students in our intergenerational programs share instruction, classroom, and/or laboratory/shop activities with GJCTC's high school students.

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**CERTIFICATIONS:**

Automotive Service Excellence Certifications (ASE) | Pennsylvania State Inspection License | OSHA 10 – Hour Automotive | S/P2 Safety and Pollution Prevention Training | Section 609 Mobile Air Conditioning Certification



**Student Daily Schedule:**

**Monday-Thursday**

**8:00 a.m.-1:30 p.m.**

**Program Length: 720 Hours**

**Machine Tool  
Technology\*  
Career in a Year™**



**Areas of Training**

In an effort to stay current with changes and trends in the industry, the program curriculum may change during the program year and will include general training in:

- Safety
- Layout
- Lathes
- Milling Machines
- Metallurgy
- Blue Print Reading
- CNC Programing
- Robotic Welding Programming
- 3-D Printing

Students learn the latest advancements in coordinate measuring machine technology and how these tools support quality control and product inspection to ensure manufactured parts meet design requirements and exacting standards.

\*Designates an Intergenerational Program. Students in our intergenerational programs share instruction, classroom, and/or laboratory/shop activities with GJCTC's high school students.

**CERTIFICATIONS:**

NIMS (National Institute for Metal Working Skills)

Machining Level 1 | Machining Level 2

OSHA 10 – Hour Manufacturing | S/P2 Machining

Fanuc Handling Tool and Program Certification

**Program Length**  
**24 Class Hours**

## **Automotive Inspection Short-Term Program**



**GJCTC offers short-term programs to individuals interested in updating their skills or training for a new career.**

### **Areas of Training**

In an effort to stay current with changes and trends in the industry, the program curriculum may change during the program year and will include general training in:

- This class teaches students proper procedures for performing a state inspection on automobiles, heavy trucks, and motorcycles.
- Students may register for one or all three categories depending on interest.
- Upon successful completion of the class and assessment, students receive a Pennsylvania State Inspection License.
- 12 Classroom Hours

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### **CERTIFICATIONS:**

Pennsylvania State Inspection License

Category I – Automobile | Category II – Motorcycle | Category III – Heavy Truck

Category IV – Enhanced

**Student Daily Schedule:**  
**Monday—Thursday**  
**6:30 a.m.— 4:00 p.m.**  
**Program Length 6 Weeks**

## **Commercial Driving Training (CDL) Short-Term Program**



**GJCTC offers short-term programs to individuals interested in updating their skills or training for a new career.**

### **Areas of Training**

In an effort to stay current with changes and trends in the industry, the program curriculum may change during the program year and will include general training in:

- This Class A CDT program is a six-week program.
- It includes classroom training and vehicle operation training (including driving on two- and four-lane highways.)
- Students will be eligible to take the licensing exam as part of the course.

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### **CERTIFICATIONS:**

**Class A Commercial Driver's License**

**Student Daily Schedule:**

**Monday—Friday**

**8:00 a.m.—3:00 p.m.**

**Program Length: 200 Hours**

**Cosmetology  
Nail Technician  
Short-term**



**Areas of Training**

The Cosmetology Nail Technician Program seeks to produce professionals who will be productive in their fields. Upon completion of the course students are eligible for the state boards to become Licensed Nail technicians. The curriculum will focus on the following topics:

- Personal Development
- Business Basics
- Nail Salon Ecology
- Anatomy
- Chemistry
- Nail and Skin Physiology
- Client Care
- Natural Nail Services
  - Manicures/Pedicures
- Artificial Nail Services
  - Fiberglass, Hard/Soft gels, Acrylics and Removals
- Specialty Nail Services
  - 3D Nail Art, Airbrushing and Paraffin Treatments

**CERTIFICATIONS:**

Students who successfully complete the 200 hour course are eligible to sit for the state board licensure exam.

## Industry Training



### Schedule a Training

When GJCTC performs training for area businesses, we issue a certificate of completion to each employee. We can accommodate flexible scheduling, including conducting classes during the day, evening, or even on the weekends.

To schedule training or for more information, call (814) 266-1300

- Fork trucks
- Aerial lifts
- Mobile cranes & rigging
- Overhead crane
- Commercial truck driving
- Earth moving equipment
- OSHA 10 & 30 – industry and construction safety
- Lockout/tagout
- Confined spaces
- Personal protective equipment
- Machine guarding
- Hazardous communications
- Fire protection
- First aid/CPR
- Carpentry
- Masonry
- Plumbing
- Electrical
- Heating and air conditioning
- General maintenance

## **JOINT OPERATING COMMITTEE MEMBERSHIP**

Chairperson – Mr. Galen George  
Vice-Chairperson – Mr. David Hudak  
Secretary – Dr. Rocco Mantini  
Treasurer – Dr. Richard Knavel

Mr. Jeffrey Alesantrino  
Mr. Julian Beglin  
Dr. William Carney  
Dr. Kamal Gella  
Dr. Timothy Ondrejik  
Mr. Eugene Pentz  
Mr. Mark Portante  
Mrs. Antoinette Rummel  
Mrs. Tricia Shaffer  
Mr. Stephen Thompson  
Mr. Ron Walker

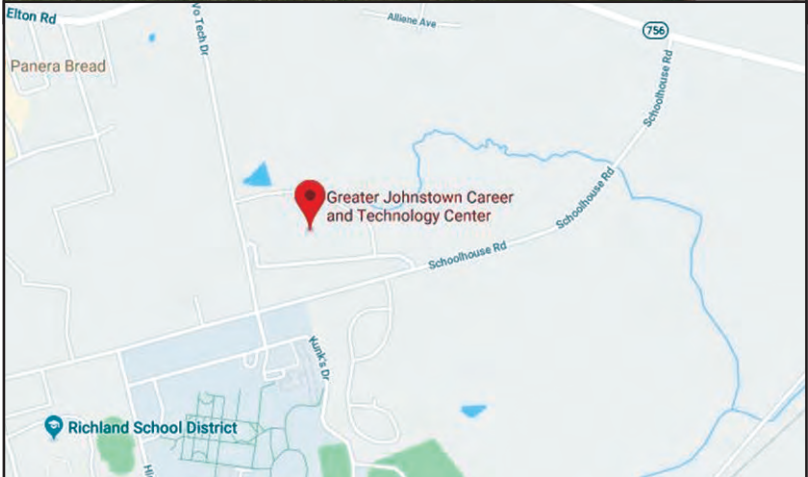
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# Greater Johnstown Career & Technology Center



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