Students have full responsibility for acquainting themselves with all policies, requirements and procedures pertaining to their academic programs. Ranken reserves the right to change course offerings, course registrations, policies or procedures as it deems necessary. Current policies and procedures can be found in the student handbook.

NONDISCRIMINATION POLICY
Ranken Technical College complies with Title VII of the Civil Rights Act of 1964. The College does not discriminate on the basis of race, color, religion, age, gender, sexual preference, national or ethnic origin, or disability in the administration of its educational policies, admission policies, scholarship or loan programs and other college programs.

STUDENTS WITH DISABILITIES POLICY
In compliance with the Rehabilitation Act of 1973 and the Americans with Disabilities Act of 1990, Ranken Technical College provides access for students with disabilities. The Student Achievement Center makes every effort to give each student with a disability an equal opportunity to participate in the mainstream of college life at Ranken. Further information on this policy may be found in the student handbook.

SEXUAL HARASSMENT
In keeping with the College’s efforts to treat all members of the Ranken community with dignity and respect, it is the policy of Ranken Technical College that any form of sexual harassment of students or employees at the College is unacceptable and will not be tolerated. Further information on this policy may be found in the student handbook.

SUBSTANCE ABUSE
It is the goal of Ranken Technical College to protect the public health and environment of the College community by promoting an environment free of substance abuse.

DRESS AND APPEARANCE POLICIES
As part of Ranken’s commitment to prepare and train students fully for their future careers, the College has policies on appearance, including apparel, jewelry and casual days. Students should refer to the Student handbook “Dress and Appearance Policies” section.

ANNUAL NOTIFICATION UNDER THE FAMILY EDUCATIONAL RIGHTS AND PRIVACY ACT (FERPA)
Ranken Technical College will compile a number of important records in the course of a student’s application, enrollment and attendance. These include:
- Admissions record
- Academic record
- Financial Aid/Business Office Account record
- Attendance record
- Disciplinary record

Note: The academic transcript of a student is created and maintained by the submission of various other records from faculty and support staff. The academic transcript of a student will be released by Ranken Technical College properly. The records that support the academic transcript have retention limits, as defined in the College’s FERPA policy.

RELEASE OF STUDENT INFORMATION
Generally, the College will not release any information about a student to outside individuals without having first received written permission from the student. All students should complete a Release of Information Authorization for inclusion in the academic record on file in the Registrar’s office. On occasion, the College may provide such information under state or federal laws, to auditors, accreditors or other official reviewers.

The release of certain information is not considered a violation of a student’s rights to privacy; the College is permitted to release this information routinely, unless a student specifically asks it not to be released. At Ranken, this general information is considered to be name, program of study, participation in recognized activities, dates of enrollment and academic honors, certificates or degrees earned.

BOOKSTORE REFUNDS
Items returned must be accompanied by a receipt.
All textbooks are returnable for a full refund within 30 days of purchase if the books are deemed resalable by bookstore management.
Textbooks are returnable for a full refund when a class is cancelled or when a student tests out of the class (if books are in resalable condition).
Tools are returnable for a full refund within 30 days of purchase if they are deemed resalable by bookstore management. Resalable tools are tools that have not been used, engraved, marked on, damaged or abused in any way.
Defective tools may be returned for an even exchange with bookstore management approval. Used tools are not returnable except in special circumstances as determined by bookstore management.

Students withdrawing from the College have 30 days from the Last Date of Attendance (LDA) in which to retrieve tools. If tools are not retrieved after 30 days, they become the property of Ranken Technical College.

FOR ALL OTHER STUDENT POLICIES AND PROCEDURES, PLEASE REFER TO THE STUDENT HANDBOOK.
The Automotive Collision Repair Technology program operates in 20,000 square feet of shop space devoted exclusively to student training utilizing the Inter-Industry Conference on Automotive Collision Repair (I-CAR) Enhanced Delivery Curriculum.

In this real-world setting, students repair late model collision-damaged vehicles with modern equipment such as frame machines, computerized electronic measuring systems, mig welders, a resistance welder, downdraft spray booths, prep stations, spot welding equipment and a Hunter four-wheel computerized alignment machine.

After returning vehicles to pre-accident condition, they are either sold or driven by Ranken administration and faculty.

The program is certified in all four areas by the National Institute for Automotive Service Excellence (ASE) and the National Automotive Technicians Education Foundation (NATEF) in all four areas of auto body repair: Non-Structural, Structural, Refinishing and Mechanical/Electrical.

**ASSOCIATE OF TECHNOLOGY, ASSOCIATE OF SCIENCE OR CERTIFICATE OF TECHNOLOGY**

Based on the tasks established by ASE/NATEF and I-CAR, this two-year program provides students with skills to restore collision damaged vehicles to industry standards. The importance of certification and training continues to increase in the industry among collision repair facilities and insurance companies. In response to this demand, a graduate of the program has the potential to receive 70 I-CAR Gold Points and four ASE certifications. Graduates may also qualify for a Sikkens certification.

**Program graduates are trained in:**
- Unibody and full frame damage analysis
- Writing estimates manually and electronically
- Making non-structural repairs in metal and plastics
- Performing welding and cutting operations in steel and aluminum
- Straightening structural steel and aluminum
- Replacement of structural components
- Steering and suspension repair and alignments
- Air conditioning systems relating to collision damage
- Diagnosing electrical and electronic problems
- Refinishing systems and the processes to restore the original finish to industry standards

Upon completing the program, graduates are qualified for positions as collision repair technicians and automotive refinish technicians, with the option to pursue careers in management, estimating and sales.

Students interested in earning the certificate of technology will take all Automotive Collision Repair Technology courses and three general education courses.

Upon completion of the associate degree program, students are eligible for the Bachelor of Science in Applied Management (BSAM) program — and could graduate with a bachelor’s degree in as little as two short years.

**PROGRAM COURSES**

<table>
<thead>
<tr>
<th>Semester</th>
<th>Course Code</th>
<th>Course Title</th>
<th>Hours</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>First Semester</td>
<td>ACR1111</td>
<td>Non-Structural Analysis and Damage Repair Theory</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ACR1112</td>
<td>Non-Structural Analysis and Damage Repair Shop</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>Second Semester</td>
<td>ACR1211</td>
<td>Structural Analysis and Collision Repair Theory</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ACR1212</td>
<td>Structural Analysis and Collision Repair Shop</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>Third Semester</td>
<td>ACR2111</td>
<td>Collision Mechanical Components Theory</td>
<td>6</td>
<td></td>
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<tr>
<td></td>
<td>ACR2112</td>
<td>Collision Mechanical Components Shop</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td>Fourth Semester</td>
<td>ACR2211</td>
<td>Painting and Refinishing Theory</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td></td>
<td>ACR2212</td>
<td>Painting and Refinishing Shop</td>
<td>8</td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td>Total Technical Credit Hours Required</td>
<td>56</td>
<td></td>
</tr>
</tbody>
</table>
AUTOMOTIVE COLLISION REPAIR TECHNOLOGY (CONTINUED)

COURSE DESCRIPTIONS

ACR1111 NON-STRUCTURAL ANALYSIS AND DAMAGE REPAIR THEORY
Covers worker protection and personnel safety relative to the collision repair industry. The course emphasizes vehicle identification, estimating systems and terminology used in the collision repair process. Students will learn how to properly analyze frontal, side and rear impacts along with performing a mechanical systems analysis. This section also covers basic cosmetic straightening of steel and body filler applications.

An overview of plastic repair methods using welding and adhesives. An introduction to restraint systems and advanced application of movable and stationary glass. Six credit hours.

ACR1112 NON-STRUCTURAL ANALYSIS AND DAMAGE REPAIR SHOP
Emphasizes application of principles studied in ACR1111 to hands-on shop work. Eight credit hours.

ACR1211 STRUCTURAL ANALYSIS AND COLLISION REPAIR THEORY
Introduces the Steel GMA (MIG) welding process, preparing the students for the I-CAR Automotive Steel MIG Welding qualification test. Includes a study of restraint systems and advanced application of movable and stationary glass. An overview of the oxyacetylene/plasma cutting process is covered along with a section on aluminum welding used in repairing today’s modern vehicles. This section prepares the student for the Automotive Aluminum GMA Welding Qualification Test. Includes a study of restraint systems and advanced application of movable and stationary glass. Six credit hours.

ACR1212 STRUCTURAL ANALYSIS AND COLLISION REPAIR SHOP
Emphasizes application of principles studied in ACR1211 to hands-on shop work. Eight credit hours.

MNG1224 AUTOMOTIVE SERVICE MANAGEMENT
This online course provides students with an understanding of the characteristics, organization, structure, operations and management of the automotive service business. Students will gain a sound foundation of the automotive service business as they prepare for business or other careers. The objectives of this course are accomplished through the use of case studies and critical thinking exercises and are designed to meet the objectives of the Automobile Service Consultant (ASE). Three credit hours.

WFD1224 AUTOMOTIVE JOB SEARCH SUCCESS
Automotive job search success is an online course that focuses on the fundamental tools and techniques to obtain an automotive job. Students will create a resume, including references and an updated work history. Students explore interview techniques, gather information in cover and thank you letters and become knowledgeable of appropriate behaviors and attitudes for a successful job search. One credit hour.

GENERAL EDUCATION COURSES Hours Prerequisites

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Area of Study</th>
<th>Credit Hours</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>ENG1101</td>
<td>College Comp. I</td>
<td>3</td>
<td>Placement Exam or ENG1099</td>
</tr>
<tr>
<td>ENG1099</td>
<td>College Comp. II</td>
<td>3</td>
<td>ENG1101, COM1105</td>
</tr>
<tr>
<td>PSY1206</td>
<td>Intro to Psychology</td>
<td>3</td>
<td>ENG1099 (Co. Req.)</td>
</tr>
<tr>
<td>PHY2100</td>
<td>College Comp. III</td>
<td>3</td>
<td>ENG1099 (Co. Req.)</td>
</tr>
<tr>
<td>CIT1100</td>
<td>Computer Literacy</td>
<td>2</td>
<td>ENG1099 (Co. Req.)</td>
</tr>
<tr>
<td>CIT1110</td>
<td>Computer Literacy</td>
<td>2</td>
<td>ENG1099 (Co. Req.)</td>
</tr>
<tr>
<td>MTH1100</td>
<td>Elementary/Intermediate Algebra</td>
<td>3</td>
<td>ENG1099 (Co. Req.)</td>
</tr>
<tr>
<td>MTH2110</td>
<td>Elementary/Intermediate Algebra</td>
<td>3</td>
<td>ENG1099 (Co. Req.)</td>
</tr>
</tbody>
</table>

Important Note: Only courses in which a grade of “C” or higher is earned may be applied toward this Ranken degree.
EVENING PROGRAM CERTIFICATE IN AUTOMOTIVE COLLISION REPAIR
The Automotive Collision Repair Technology program operates in 20,000 square feet of shop space devoted exclusively to student training on current model vehicles with collision damage. In this real-world setting, students use modern equipment such as three types of electronic measuring systems, body and frame machines, downdraft spray booths, computerized mixing systems, prep stations, MIG welders and a resistant spot welder. The department utilizes the Inter-Industry Conference on Automotive Collision Repair (I-CAR) Enhanced Delivery Curriculum and is NATEF certified in all four areas. The following sections are stand-alone and can be taken in any sequence. These classes meet on Mondays and Wednesdays or Tuesdays and Thursdays from 6:00 p.m. to 9:30 p.m.

PROGRAM COURSES

<table>
<thead>
<tr>
<th>Section One</th>
<th>Course Description</th>
<th>Hours</th>
<th>Prerequisites</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACR0111 Refinishing</td>
<td>This course covers the theory of steering and suspension as it relates to a collision. Students will learn different types of suspensions and their components along with performing four wheel alignments.</td>
<td>6</td>
<td>ACR0110 Structural</td>
</tr>
<tr>
<td>ACR0112 Structural</td>
<td>This course covers the theory and practical applications involved in measuring systems, diagnosing unibody damage and comprehending specification manuals. Students are also given instruction on collision theory, structural damage analysis skills and correction procedures on unibody and bodyover-frame vehicles. Six credit hours.</td>
<td>6</td>
<td></td>
</tr>
<tr>
<td>ACR0113 Mechanical Collision Repair</td>
<td>This course covers the theory of steering and suspension as it relates to a collision. Students will learn different types of suspensions and their components along with performing four wheel alignments. Emphasis is placed on understanding all alignment angles; this will enable a student to help diagnose damage to the vehicle’s structure and suspension parts. This course examines electrical circuit types and circuit theory. Included is discussion of parallel and series circuits and how voltage, amperage and resistance affect each other. Students will understand the theory of automotive air conditioning systems using 134a refrigerants. Both the function and the design of various restraint systems, including seat belts, seat belt tensioners and air bags will be discussed. Students will perform common collision-related diagnosis and repairs in these areas. Six credit hours.</td>
<td>6</td>
<td></td>
</tr>
</tbody>
</table>

For students interested in furthering their education, these courses can be credited toward the Bachelor of Science in Applied Management (BSAM) degree.

ASSOCIATE OF APPLIED SCIENCE
Ranken is offering an Associate of Applied Science degree as a part of the evening program curriculum. You can earn your associate degree with a combination of Ranken’s standard evening school courses as well as our new online courses. You can also transfer credit from other accredited technical training programs, or have your technical work experience evaluated for possible transfer credit. (30 technical credit hours required for graduation.) For all General Education course requirements, please turn to page 89. For more information about the BSAM degree, please turn to page 92.

As technology and electronics continue to influence the automotive industry, many of St. Louis’ largest car manufacturers, dealerships and repair shops are in need of skilled technicians capable of solving new and complex problems.

To meet this need, Ranken offers an Automotive Maintenance Technology (AMT) program that provides students with the comprehensive knowledge and skills required by leading automotive manufacturers and factories today. Known for its high standards, the Chicago Pneumatic Tool Company and Bobcat Publishing recognized Ranken as one of the top 20 automotive programs in its 2009 National School of the Year Contest. Additionally, our students regularly compete and win top honors at the local, state and district levels of the SkillsUSA (formerly VICA) competition. Last year, Ranken AMT students won first place in the national SkillsUSA competition.

ASSOCIATE OF TECHNOLOGY, ASSOCIATE OF SCIENCE OR CERTIFICATE OF TECHNOLOGY
Ranken’s AMT program provides students with two years of hands-on training and instruction in diagnosing and repairing automotive problems and malfunctions. Combining traditional and modern industry practices, the program develops student proficiencies in the following areas:

- Engine repair
- Automatic transmission/transaxle
- Manual drivetrain and axles
- Suspension and steering
- Brakes
- Electrical/electronic systems
- Heating and air conditioning
- Engine performance

During the last 40 days of the program, students will gain real-world experience as they participate in an on-site automotive practicum in which they will service and repair customer vehicles.

For students interested in employment with the region’s leading auto manufacturers, Ranken currently offers several options; the General Motors Automotive Service Education Program (ASEP), the Toyota/ Lexus Technicians Education Network (T-LENE), and the Honda/Acura Professional Automotive Career Training (FACT). All programs train on late model vehicles and incorporate a professional internship in a dealership or repair shop during the final semester.

The GM ASEP program has specific technician training initiatives to assist GM dealers in developing their next generation of technicians. The GM ASEP program offers training for technically inclined students pursuing a career in servicing and maintaining GM vehicles at area Buick, Cadillac, Chevrolet, GMC or AC Delco Total Service Satisfaction (TSS) service centers.

In Ranken’s Import Maintenance Technology program all of the training will be focused on import training and curriculum. The program incorporates hands-on training and on-the-job experience at a sponsoring import dealer under the supervision of a mentor technician. Toyota T-LENE program and American Honda’s PACT programs are specifically designed to help individuals build their automotive career within a Toyota, Lexus, Honda or Acura dealership.

Students who wish to pursue a high performance option may do so at the end of their third semester. AIT (Automotive Import Technology) courses are focused on Toyota T-LENE and Honda PACT specific curriculum and include technology common to all vehicles with an emphasis on import brands.

GMT (General Motor Technology) courses are based on the General Motor Automotive Service Educational Program (ASEP), which provides GM specific technician training initiatives to assist GM dealers in educating their next generation of technicians. These programs are designed to better prepare students for equipment that is more brand specific than general automotive classes.

Upon completion of the associate degree program, students are eligible for the Bachelor of Science in Applied Management (BSAM) program – and could graduate with a bachelor’s degree in as little as two short years.
SECTION HEAD

AMT/GMT/AIT2103 CHASSIS & CLIMATE CONTROL THEORY
The Chassis portion of this course includes steering and suspension and brakes. The steering and suspension sections includes how to identify, diagnose and replace steering and suspension components such as rack and pinion steering, Macpherson struts, shocks, ball joints and tie rod ends. Students will learn essential line work components, using the latest in road force wheel balancing equipment. Students will also learn how to properly align a vehicle using the latest laser alignment equipment. In the brakes section, students will learn how to complete a proper brake job on both drum and disc systems. Students will use the most up-to-date car brake lathes and true rotors, which are mandatory for most warranty repairs in dealerships. Students will also learn how to diagnose and repair ABS and stability control systems. Climate Control instruction is included in this course, students will learn how to service R134a systems by diagnosing and replacing A/C components. Students will also use a variety of A/C recovery and refill machines.

Six Credit Hours.

AMT/GMT/AIT2104 CHASSIS & CLIMATE CONTROL SHOP
This course is a hands-on, shop application of course AMT/GMT/AIT 2103.

Eight credit hours.

AMT/GMT2121 AUTOMOTIVE DRIVETRAIN SYSTEMS THEORY
This course covers the diagnosis, repair, and service of automatic transmissions, manual transmissions and both four- and all-wheel drive transfer cases; which includes the diagnosis and service procedures of U-joints and constant velocity joints. Three credit hours.

AMT/GMT2122 AUTOMOTIVE DRIVETRAIN SYSTEMS SHOP
This course is a hands-on, shop application of AMT/GMT2121 in a shop setting. Four credit hours.

AMT/AIT2203 AUTOMOTIVE LINE
The line shop is a hands-on application of all automotive areas in an actual shop atmosphere with service and repair of customer vehicles, including training in service-writing and parts techniques. Seven credit hours.

AMT/GMT/AIT2222 AUTOMOTIVE PROFESSIONAL INTERNSHIP
Incorporates on-the-job experience at a sponsoring dealer or service center under the supervision of a mentor technician. The service manager and the Ranken coordinator evaluate this internship. Seven credit hours.

MNG1224 AUTOMOTIVE SERVICE MANAGEMENT
This online course provides students with an understanding of the characteristics, organization, structure, operations and management of the automotive service business. Students will gain a sound foundation of the automotive service business world as they prepare for business or other careers. The objectives of this course are accomplished through the use of case studies and critical thinking exercises and are designed to meet the objectives of the Automobile Service Consultant (ASE). Three credit hours.

MTH1224 AUTOMOTIVE JOB SEARCH SUCCESS
Automotive job search success is an online course that focuses on the fundamental tools and techniques to obtain an automotive job. Students will create a resume, including references and an updated work history. Students explore interview techniques, gather information in cover and thank you letters and become knowledgeable of appropriate behaviors and attitudes for a successful job search. One credit hour.

COURSE DESCRIPTIONS

AMT/AIT1001 AUTOMOTIVE FOUNDATION THEORY
The Foundation class includes an introduction to the automotive service industry with the emphasis on the skills needed to gain entry level employment. Students will learn how to prepare a repair orders and navigate electronic information systems such as Alldata, Mitchell and other factory OEM systems. This class will also cover the use of a digital meter to test electrical circuits and how to operate scan tools to retrieve trouble code information from vehicle computers. Students will be trained to work safely in an automotive shop environment and follow a strategic approach in the repair process. The Automotive Foundation class will also include a section of training on automotive engines. Students will learn how to diagnose and service gasoline engines by removing, disassembling and measuring components; this process will be completed with re-assembly, installation and adjustments. Students will also learn how to properly perform fluid maintenance services on modern automotive vehicles. Six credit hours.

AMT/AIT1002 AUTOMOTIVE FOUNDATIONS SHOP
Hands on application of AMT/AIT 1001 in a shop setting. Eight credit hours.

AMT/GMT/AIT1203 AUTOMOTIVE ELECTRONICS & ENGINE CONTROLS THEORY
This course is an in-depth study of the diagnosis and repair of electrical problems. Three main sections of electrical are covered in the curriculum; engine control systems, body electronics and computer networking.

The Engine control system portion covers fuel injection, ignition systems and emission system. The OBD II platform will be taught and students will learn how to use a variety of diagnostic tools such as scan tools, lab scopes, and amp probes. The body electronic section will include all of the power accessories such as windows, seats and door locks. It will also include how to safely diagnose and repair air bag systems. Students will learn how to diagnose and repair computer communication and networking problems and also learn about the proper procedures to replace and program a factory computer on a modern vehicle. Six credit hours.

AMT/GMT/AIT1204 AUTOMOTIVE ELECTRONICS & ENGINE CONTROLS SHOP
Hands-on application of AMT/1110 in a shop setting. Eight credit hours.

AMT/GMT/AIT2103 CHASSIS & CLIMATE CONTROL THEORY
The Chassis portion of this course includes steering and suspension and brakes. The steering and suspension sections includes how to identify, diagnose and replace steering and suspension components such as rack and pinion steering, Macpherson struts, shocks, ball joints and tie rod ends. Students will learn essential line work components, using the latest in road force wheel balancing equipment. Students will also learn how to properly align a vehicle using the latest laser alignment equipment. In the brakes section, students will learn how to complete a proper brake job on both drum and disc systems. Students will use the most up-to-date car brake lathes and true rotors, which are mandatory for most warranty repairs in dealerships. Students will also learn how to diagnose and repair ABS and stability control systems. Climate Control instruction is included in this course, students will learn how to service R134a systems by diagnosing and replacing A/C components. Students will also use a variety of A/C recovery and refill machines.

Six Credit Hours.

AMT/GMT/AIT2104 CHASSIS & CLIMATE CONTROL SHOP
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This course is a hands-on, shop application of AMT/GMT2121 in a shop setting. Four credit hours.

AUTOMOTIVE MAINTENANCE TECHNOLOGY (CONTINUED)
EVENING PROGRAM CERTIFICATE IN AUTOMOTIVE MAINTENANCE TECHNOLOGY

This curriculum emphasizes the most modern diagnostic equipment in the automotive maintenance field. Upon completion of the instruction and hands-on experience in diagnosing and repairing automotive problems and malfunctions, students are prepared to enter the job market as entry-level technicians. The program develops student proficiencies in the following areas:

- Engine repair
- Automatic transmission/transaxle
- Manual drivetrain and axles
- Suspension, steering and brakes
- Electrical/electronic systems
- Heating and air conditioning
- Engine performance

Successful completion of all four semesters is necessary to qualify for the certificate. These classes meet on Mondays and Wednesdays or Tuesdays and Thursdays from 6:00 p.m. to 9:30 p.m. For students interested in furthering their education, these courses can be credited toward the Bachelor of Science in Applied Management (BSAM) degree.

ASSOCIATE OF APPLIED SCIENCE

Ranken is offering an Associate of Applied Science degree as a part of the evening program curriculum. You can earn your associate degree with a combination of Ranken's standard evening school courses as well as our new online courses. You can also transfer credit from other accredited technical training programs, or have your technical work experience evaluated for possible transfer credit. (30 technical credit hours required for graduation.)

For all General Education course requirements, please turn to page 89. For more information about the BSAM degree, please turn to page 92.

MNG3012 Risk and Asset Management

This course focuses on the responsibilities involved with the selection, assets. It also deals with planning and decision making dealing with uncertain events as well as controlling risks before they become a problem. The competencies in this course help students gain an understanding of essential maintenance principals to manage an in-house or outsourced maintenance personnel and drivers. The AVR course also deals with both conventional and alternative fuels in centralized and decentralized operations. Three credit hours.

MNG3013 Business Management

This course focuses on leadership skills and development of options, ability to conduct a lifecycle analysis, basic accounting principles, benchmarking, outsourcing decisions and preparing and implementing a fleet budget. Three credit hours.

MNG3010 Professional Skills Development

This course focuses on an organization's rights, boundaries and responsibilities when dealing with leasing companies, automobile dealers, supply or service contractors and insurance companies. Other competencies covered include financial analysis of various acquisition.

MNG3011 Vehicle Maintenance Management

Vehicle maintenance directly impacts productivity, driver satisfaction, corporate image, safety, environmental compliance and the financial bottom line. The competencies in this course help students gain an understanding of essential maintenance principals to manage an in-house or outsourced maintenance personnel and drivers. The AVR course also deals with both conventional and alternative fuels in centralized and decentralized operations. Three credit hours.

MNG3014 Fleet Management

Successful completion of all four semesters is necessary to qualify for a certificate. These classes meet on Mondays and Wednesdays or Tuesdays and Thursdays from 6:00 p.m. to 9:30 p.m. For students interested in furthering their education, these courses can be credited toward the Bachelor of Science in Applied Management (BSAM) degree.

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Successful completion of all four semesters is necessary to qualify for a certificate. These classes meet on Mondays and Wednesdays or Tuesdays and Thursdays from 6:00 p.m. to 9:30 p.m. For students interested in furthering their education, these courses can be credited toward the Bachelor of Science in Applied Management (BSAM) degree.

ASSOCIATE OF APPLIED SCIENCE

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This course focuses on an organization's rights, boundaries and responsibilities when dealing with leasing companies, automobile dealers, supply or service contractors and insurance companies. Other competencies covered include financial analysis of various acquisition.

MNG3011 Vehicle Maintenance Management

Vehicle maintenance directly impacts productivity, driver satisfaction, corporate image, safety, environmental compliance and the financial bottom line. The competencies in this course help students gain an understanding of essential maintenance principals to manage an in-house or outsourced maintenance personnel and drivers. The AVR course also deals with both conventional and alternative fuels in centralized and decentralized operations. Three credit hours.

MNG3014 Fleet Management

Successful completion of all four semesters is necessary to qualify for a certificate. These classes meet on Mondays and Wednesdays or Tuesdays and Thursdays from 6:00 p.m. to 9:30 p.m. For students interested in furthering their education, these courses can be credited toward the Bachelor of Science in Applied Management (BSAM) degree.

ASSOCIATE OF APPLIED SCIENCE

Ranken is offering an Associate of Applied Science degree as a part of the evening program curriculum. You can earn your associate degree with a combination of Ranken's standard evening school courses as well as our new online courses. You can also transfer credit from other accredited technical training programs, or have your technical work experience evaluated for possible transfer credit. (30 technical credit hours required for graduation.)

For all General Education course requirements, please turn to page 89. For more information about the BSAM degree, please turn to page 92.

MNG3012 Risk and Asset Management

This course focuses on the responsibilities involved with the selection, assets. It also deals with planning and decision making dealing with uncertain events as well as controlling risks before they become a problem. The competencies in this course help students gain an understanding of essential maintenance principals to manage an in-house or outsourced maintenance personnel and drivers. The AVR course also deals with both conventional and alternative fuels in centralized and decentralized operations. Three credit hours.

MNG3013 Business Management

This course focuses on leadership skills and development of options, ability to conduct a lifecycle analysis, basic accounting principles, benchmarking, outsourcing decisions and preparing and implementing a fleet budget. Three credit hours.

MNG3010 Professional Skills Development

This course focuses on an organization's rights, boundaries and responsibilities when dealing with leasing companies, automobile dealers, supply or service contractors and insurance companies. Other competencies covered include financial analysis of various acquisition.

MNG3011 Vehicle Maintenance Management

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MNG3010 Professional Skills Development

This course focuses on an organization's rights, boundaries and responsibilities when dealing with leasing companies, automobile dealers, supply or service contractors and insurance companies. Other competencies covered include financial analysis of various acquisition.
The High Performance Racing Technology (HPRT) program adds the excitement of aftermarket engine performance improvement to our standard automotive technician training. Our specialized training allows students to design and build any type of high performance engine using a wide variety of aftermarket engine components and control systems and tune it for maximum output and drivability using various data acquisition tools and dynamometers.

In order to gain a foundation of mechanical repair, students in the HPRT program will share a basic first semester with the Automotive Maintenance Technology (AMT) program. Upon completion of the first semester, students will be able to focus on the HPRT curriculum, including engines and tuning.

ASSOCIATE OF TECHNOLOGY OR ASSOCIATE OF SCIENCE
Ranken's HPRT program provides students with two-and-a-half years of hands-on training in diagnosing and repairing automotive problems and malfunctions. Combining traditional and modern industry practices, the program develops student proficiencies in the following areas:

- Engine repair
- Automatic transmission/transaxle
- Manual drivetrain and axles
- Suspension and steering
- Brakes

In addition to the positions offered to AMT graduates, HPRT graduates accept gainful employment in automotive careers that have an emphasis in engines and tuning.

Upon completion of the associate degree program, students are eligible for the Bachelor of Science in Applied Management (BSAM) program—and could graduate with a bachelor's degree in as little as two short years.

PROGRAM COURSES

<table>
<thead>
<tr>
<th>First Semester</th>
<th>Hours</th>
<th>Prerequisites</th>
</tr>
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<tbody>
<tr>
<td>AMT/AIT1001</td>
<td>6</td>
<td></td>
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<tr>
<td>AMT/AIT1002</td>
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<tr>
<td>Second Semester or</td>
<td></td>
<td></td>
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<tr>
<td>ARH2202 High Performance Engines</td>
<td>12</td>
<td>AMT/AIT1001</td>
</tr>
<tr>
<td>ARH2222 High Performance Tuning</td>
<td>12</td>
<td>AMT/AIT1002</td>
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<tr>
<td>Fourth Semester</td>
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<tr>
<td>AMT/GMT2122 Chassis &amp; Climate Control Theory</td>
<td>6</td>
<td>AMT/AIT1001</td>
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<tr>
<td>AMT/GMT2124 Chassis &amp; Climate Control Shop</td>
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<td>AMT/AIT1002</td>
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<td>Fifth Semester</td>
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<tr>
<td>AMT/GMT2121 Automotive-Driver Training Systems Theory</td>
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</tr>
<tr>
<td>AMT/GMT2122 Automotive-Driver Training Systems Shop</td>
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<tr>
<td>AMT/AIT2222 Automotive Line air</td>
<td>7</td>
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<tr>
<td>AMT/GMT21222 Automotive Professional Internship</td>
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<td>Total Technical Credit Hours Required</td>
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HIGH PERFORMANCE RACING TECHNOLOGY (CONTINUED)

MNG1224 AUTOMOTIVE SERVICE MANAGEMENT
This online course provides students with an understanding of the characteristics, organization, structure, operations and management of the automotive service business. Students will gain a sound foundation of the automotive service business world as they prepare for business or other careers. The objectives of this course are accomplished through the use of case studies and critical thinking exercises and are designed to meet the objectives of the Automobile Service Consultant (ASE). Three credit hours.

WFD1224 AUTOMOTIVE JOB SEARCH SUCCESS
Automotive job search success is an online course that focuses on the fundamental tools and techniques to obtain an automotive job. Students will create a resume, including references and an updated work history. Students explore interview techniques, gather information in cover and thank you letters and become knowledgeable of appropriate behaviors and attitudes for a successful job search. One credit hour.

EVENING PROGRAM CERTIFICATE IN HIGH PERFORMANCE RACING TECHNOLOGY
The High Performance Racing Technology (HPRT) evening program allows students to gain training in aftermarket engine performance improvement. Our specialized instruction allows students to design and build any type of high performance engine using a wide variety of aftermarket engine components and control systems, to tune it for maximum output and drivability using various data acquisition tools and dyno meters.

The focus is on both engines and tuning. Students entering this program must have a foundation of mechanical repair. Past Ranken Automotive Maintenance Technology (AMT) associate degree graduates are automatically qualified to enter into the program. Past Ranken AMT certificate graduates or current automotive technicians may enter the program with approval from the automotive division chair. Classes typically meet Monday–Thursday, 6:00 p.m. – 10:00 p.m. For more information about the acceptance requirements for the HPRT program, please contact the Admissions office at (314) 286-4809.

HPRT graduates accept employment in automotive machine shop/race shops, automotive tuner/repair shops, aftermarket parts manufacturers/suppliers, professional racing teams and aftermarket tool manufacturers/suppliers. Successful completion of both semesters is necessary to qualify for a certificate.

For students interested in furthering their education, these courses can be credited toward the Bachelor of Science in Applied Management (BSAM) degree.

ASOCIATE OF APPLIED SCIENCE
Ranken is offering an Associate of Applied Science degree as a part of the evening program curriculum. You can earn your associate degree with a combination of Ranken’s standard evening school courses as well as our new online courses. You can also transfer credit from other accredited technical training programs, or have your technical work experience evaluated for possible transfer credit. (30 technical credit hours required for graduation.)

For all General Education course requirements, please turn to page 87.
For more information about the BSAM degree, please turn to page 90.

PROGRAM COURSES

<table>
<thead>
<tr>
<th>PROGRAM COURSES</th>
<th>Hours</th>
<th>Prerequisites</th>
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<tr>
<td>First or Second Semester</td>
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<tr>
<td>AHP2202 High Performance Engines</td>
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<td>AMT associate degree from Ranken or successful completion of the online course.</td>
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<tr>
<td>AHP2220 High Performance Tuning</td>
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<td>Total Technical Credit Hours for Certificate Completion</td>
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COURSE DESCRIPTIONS

AHP2202 HIGH PERFORMANCE ENGINES
Contains training on the entire engine machining process. Starting from engine teardown and ending with assembly and dynometer performance verification, students learn all of the required machining processes for rebuilding a stock type engine. Throughout the course, students also learn the math and science behind the development of a proper high performance power plant while also learning to assemble a high performance engine properly. They will be able to run a complete dyno test to find out how close they are to their desired performance. Twelve credit hours.

AHP2220 HIGH PERFORMANCE TUNING
This offers a highly interactive look at many of the engine performance and control components used in the high performance tuning industry. Intake and cylinder head air flow improvements such as increased valve size, porting, bigger throttle bodies and exhaust systems are among some of the topics covered. This course covers a wide variety of engine fuel and ignition control systems. The design and application of turbocharger and supercharger systems for gasoline and diesel engines will also be covered, along with nitrous and propane injection. Students learn carburetor modification and tuning and power train gearing and suspension systems. Twelve credit hours.