Occupational Development  AAS
Career & Technical Division

Program Description:
The Occupational Developmental Degree is designed to meet two major needs:

1. To provide for cooperatively sponsored educational opportunities leading to the Associate in Applied Science degree for students in an U.S. Department of Labor registered apprenticeship training program.

2. To provide a mechanism for Mountwest Community & Technical College to deliver educational programs in a variety of occupational fields to businesses and industries having an immediate need for such programs.

The United States Department of Labor, Bureau of Apprenticeships and Training (BAT) identify eligible apprenticeship programs. Components of the degree program include the following: general education, classroom instruction, and on-the-job training.

Occupational Development students must meet all college admission and performance standards. Credits earned through either approved apprenticeship programs or through industry-based education and training programs will not be added to the students’ collegiate transcripts until they have completed at a minimum three program credit hours from Mountwest Community & Technical College and have obtained at least a 2.00 GPA.

The student who graduates with the Associate in Applied Science Degree in Occupational Development will possess:

- Supervisory Skills
- Computer Software Skills
- Relevant Essential Math Skills
- Written and Oral Communication Skills
- Trade Skills
- Desire for lifelong learning

Employment Opportunities:
- Work as journeyman

Program Admission Requirements:
The college adheres to an open admission policy which means applicants with a high school diploma or a GED are eligible for admission. Applicants with neither a high school diploma nor a GED may be admitted on a conditional basis.

Contact Information:
Jenna Parker
Room 255
Phone: 304-710-3414
E-mail: parker54@mctc.edu
**Occupational Development**, Major Code - **CO10**

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<thead>
<tr>
<th>Name:</th>
<th>ID Number 942-</th>
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<tbody>
<tr>
<td>CAPS SCORES:</td>
<td>MATH:</td>
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</table>

**COL 101 Faculty:**

**Educational Counselor:**

**Faculty Advisor:**

### COURSE REQUIRED

<table>
<thead>
<tr>
<th>COURSE</th>
<th>REQUIREMENTS</th>
<th>SEM</th>
<th>HRS</th>
<th>GR</th>
<th>SUBSTITUTE/REPEAT CRS</th>
<th>SEM</th>
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<tbody>
<tr>
<td>ENL 111</td>
<td>Written Communication&lt;sup&gt;3&lt;/sup&gt;</td>
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<tr>
<td>COM</td>
<td>Communication&lt;sup&gt;4&lt;/sup&gt;</td>
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<tr>
<td>IT 101</td>
<td>Fundamentals of Computers&lt;sup&gt;5&lt;/sup&gt; (EDGE)</td>
<td>3</td>
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<td></td>
<td>General Education Elective&lt;sup&gt;6&lt;/sup&gt;</td>
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<td></td>
<td>Quantitative Skills Course&lt;sup&gt;7&lt;/sup&gt;</td>
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<td>Quantitative Skills/Science Course&lt;sup&gt;8&lt;/sup&gt;</td>
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<tr>
<td></td>
<td>Social Science Course&lt;sup&gt;9&lt;/sup&gt;</td>
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Classroom Instruction in the Occupation<sup>10</sup>
450-750 Classroom/Laboratory contact hours of Occupational Education converted to credit hours at the usual ratio of 15:1 classroom or 30:1 laboratory. Maximum credit hours: Up to 40 credit hours

On-the-Job Training in Occupation<sup>11</sup>
Maximum of 2,400 contact hours of on-the-job training, converted to credit hours on a ratio of 200:1, can be counted toward the A.A.S. degree. A statement of the total number of contact hours experienced on the job by the student may be placed on the college record. This credit will be recorded immediately prior to graduation from the college.

| HOURS REQUIRED FOR GRADUATION: 60 |
|---|---|

**DEVELOPMENTAL COURSES REQUIRED**

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<tr>
<th>COURSE</th>
<th>REQUIREMENTS</th>
<th>SEM</th>
<th>HRS</th>
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<th>SEM</th>
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**Earn A Degree Graduate Early (EDGE):**

This program provides students the opportunity to receive credit for their high school EDGE courses.

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<sup>1</sup> Student must be employed in an occupation and complete an U.S. Department of Labor registered apprenticeship program.

<sup>2</sup> Students must complete a minimum of 3 credit hours with Mountwest Community & Technical College to establish academic residency.

<sup>3</sup> ENL 111 has a prerequisite of ENL 095, or placement in 100-level English, and REA 098, or placement in 100-level reading.

<sup>4</sup> Either COM 112, Oral Communication, and COM 125, Interpersonal Communication fulfills Mountwest General Education and State Communication Skills requirements for Occupational Development Degree. COM 112, and COM 125 have a prerequisite of REA 098, or placement in 100-level reading.

<sup>5</sup> IT 101 fulfills state General Education Elective Requirement for Occupational Development Degree and General Studies Core.

<sup>6</sup> Contact the program coordinator to select a course. The following courses fulfill General Education Electives requirement for Occupational Development and General Education Core Degree: any COM, any ENL, EC 102, any HIST, IT 107 or IT 150, any PSYC, or any SS courses.

<sup>7</sup> Three Quantitative Skills (Mathematics) credits are required to earn the Occupational Development Degree.

<sup>8</sup> Six total Quantitative Skills/Laboratory Science Experience credits are required to earn the Occupational Development Degree. Each graduate must successfully complete at least one college-level mathematics course. Students may complete the six credit requirement with a second college-level mathematics course or select a laboratory science course from the following: BIOL 101, SCI 110, SCI 120, SCI 201, or BIOL 257. Contact the Program Coordinator for acceptable other courses.

<sup>9</sup> To fulfill Social Science Course requirements for Occupational Developmental and General Education Core Degree, select from EC 102, any HIST, any PSYC or any SS courses.

<sup>10</sup> Must provide a copy of the U.S. Department of Labor Apprenticeship certificate to verify completion of the classroom portion of the apprenticeship instruction. College credit for the Apprenticeship instruction will be recorded immediately prior to graduation from college.

<sup>11</sup> A letter must be received from employer to verify this employment, contact the program coordinator to receive credit for the OJT.