

REFUND POLICY

For complete policy information, please see Locklin Technical College's current Curriculum Guide & Student Handbook.

RULES & REGULATIONS FOR CONDUCT

Locklin Tech students are expected to understand and adhere to the rules and regulations as set forth in the Curriculum Guide & Student Handbook, as well as, the District's Student Code of Conduct. Policies from these documents have been enacted to ensure all students are safe and benefit from the learning opportunities while on the campus of Locklin Technical College.

MISSION STATEMENT

The mission of Locklin Technical College is to prepare students for current and emerging high-demand careers through collaboration with community stakeholders. Expanding opportunities and access to training programs will provide a talent pipeline to meet regional workforce demands.

VISION STATEMENT

The vision of Locklin Technical College is to empower students for career success, lifelong learning and commitment to community. We strive to be the first choice for career education and training.

ACCREDITATION

This institution is accredited by:

Council on Occupational Education
7840 Roswell Road
Building 300, Suite 325
Atlanta, Georgia 30346
800.917.2081
www.council.org



It is the policy of the School Board of Santa Rosa County to admit students to district schools and programs without regard to race, color, religion, gender, age, marital status, sexual orientation, pregnancy, disability, political or religious beliefs, national or ethnic origin, or genetic information. The School Board complies with the Americans with Disabilities Act of 1990 (ADA) making it unlawful to discriminate against a qualified individual with a disability who can perform the essential functions of his or her job with reasonable accommodations. Complaint procedures aligned in School Board Policy 2.70, are available to anyone alleging unlawful discrimination.

To request auxiliary aids or services, or if you need this publication in an alternative format, please contact Student Services at 850.983.5700 Ext. 209. TTY users may contact the free nationwide Telecommunications Relay Service (TRS) by dialing 7-1-1 for assistance.



PLEASE CONTACT US FOR MORE INFORMATION

Locklin Technical College
5330 Berryhill Road
Milton, Florida 32570
850.983.5700
www.locklintech.com

Maria LaDouceur, Principal ~ Ext. 204
Keith Hines, Assistant Principal ~ Ext. 205
Katie Predmore, Guidance Counselor ~ Ext. 213
Pam Boutwell, Financial Aid & VA Benefits ~ Ext. 211
Jolie Hullett, Career Specialist ~ Ext. 227
Cathy Simmons, Student Registration ~ Ext. 209



Heating, Ventilation, Air-Conditioning/Refrigeration (HVAC/R) 1 & 2

The Heating, Ventilation, Air-Conditioning/Refrigeration (HVAC/R) programs prepare students for employment or advanced training in the heating, air-conditioning, and refrigeration and ventilation industry. Courses focus on broad, transferable skills, stresses the understanding of the heating, air-conditioning, refrigeration and ventilation industry and demonstrates elements of the industry such as planning, management, finance, technical and production skills, the underlying principles of technology, and health, safety and environmental issues. Course contents include but are not limited to designing, testing and repairing heating, ventilation, air-conditioning and cooling (HVAC) systems. Classroom, shop and lab activities are all an integral part of this program.

HVAC/R 1 includes:

- **Introduction to HVAC/R** - 250 Hours
- **HVAC/R Fundamentals** - 250 Hours
- **HVAC/R Service Practices** - 250 Hours

HVAC/R 2 includes:

- **HVAC/R Intermediate Service Practices** - 250 Hours
- **HVAC/R Advanced Service Practices** - 350 Hours

OR

- **HVAC/R Advanced Commercial and Industrial Service Practices** - 350 Hours
- HVAC/R 1 is a prerequisite for the HVAC/R 2 program.*

AVAILABILITY

Students may enroll in a program throughout the school year at the start of each quarter providing space is available.



TUITION/FEES/OTHER COSTS

See a current *Cost of Attendance for Adult Students* for up-to-date tuition, fees and other program expenses.

ADMISSION & PROOF OF RESIDENCY

Students may apply for admission to Locklin Technical College by submitting a completed *Application for Adult Students* and application fee. This does not guarantee admittance into any program of study.

In accordance with Florida Statutes, students shall be classified as residents or nonresidents for the purpose of assessing tuition. The residency determination must be documented by the submission of written or electronic verification that includes two or more identifying documents pursuant to Section 1009.21, Florida Statutes. For more information please visit the Official Internet Site of the Florida Legislature ([Title XLVIII, Section 1009.21](#)) or contact Student Services. Students must also provide official transcripts or documentation of a high school diploma, GED®, or schedule an appointment with the Guidance Counselor to discuss other options.

BASIC SKILLS ATTAINMENT

Students who do not meet eligible exemptions will be required to take a Post-Secondary Readiness (PSR) test within the first six-weeks of enrollment. For inquiries regarding PSR testing, fees, or to schedule testing, please contact Student Services.

Students who score below the program's required basic skills of Math - 10.0, and Language and Reading - 9.0 will have to remediate through Applied Academics for Adult Students. Upon completion of remediation, there is a nominal fee for each section requiring retesting.

FINANCIAL AID

Locklin Technical College has a Financial Aid Counselor/VA Specialist to assist students who qualify for a Pell Grant or Veterans Benefits. Locklin's school code is **017198**. The application process for Pell may be completed online at www.fafsa.gov and for Veterans Benefits at www.gibill.va.gov. Locklin Tech also accepts Florida Pre-Paid, Florida Bright Futures Scholarships, Workforce Innovation & Opportunity Act, Vocational Rehabilitation and various other community resources.

LENGTH OF PROGRAMS

HVAC/R 1

1350-hours

HVAC/R 2

750-hours

600-hours

Adult students may be enrolled either full-time or part-time in one of the A/C, Refrigeration & Heating Tech programs. Adult students enrolled full-time earn 900-hours per school year. A full-time student can complete both the HVAC/R 1 and HVAC/R 2 programs consecutively in 3-semester.

INDUSTRY CERTIFICATION

The Contren Learning Series curriculum used in this program prepares students for valuable industry certifications from the National Center for Construction Education and Research (NCCER). Accomplishments are documented through NCCER's national registry. In addition to NCCER certification, students may attain the following industry recognized certifications: the Environmental Protection Agency (EPA) certification, North American Technician Excellence (NATE) certification, and ICE Certification prior to leaving the program to be eligible for employment in a job requiring work with refrigerants.

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 (PSR score) and classroom/shop hours.

EMPLOYMENT OPPORTUNITIES

Employment of heating, air-conditioning, and refrigeration mechanics and installers is projected to increase and remain in demand through at least the year 2024. Commercial and residential building construction will be a driving force for employment growth. However, the growing number of sophisticated climate-control systems is also expected to increase demand for qualified technicians. Job opportunities for HVAC technicians are expected to be excellent, particular for those who have completed training at an accredited technical school. (Source: www.bls.gov)