



# Career Plan of Study

## 2011-2012 Service Careers

Cluster: Architecture & Construction    Pathway: Maintenance/Operations  
 Career Major: Service Careers Custodial Technician

Learner Name \_\_\_\_\_ Date \_\_\_\_\_

Learner Signature \_\_\_\_\_ Advisor Signature \_\_\_\_\_

Parent/Guardian Signature (if required) \_\_\_\_\_ Student Status \_\_\_ Secondary \_\_\_ Post-Secondary

	Grade	Completed	Hours
<b>Recommended Course Sequence</b>			
General Construction Safety and First Aid			30
Safety Practices for Custodial Technicians			60
Advanced Cleaning Chemicals			45
Introduction to Custodial Floor Care Equipment			120
Advanced Upholstery and Carpet Maintenance			45
Advanced Office Maintenance and Cleaning			150
Operation of Floor Care Equipment			150
Advanced Custodial Service Skills			150
Advanced Restroom Maintenance			195
Workforce Staging			30
Service Careers Life Skills			30
Automotive Service Detailing for Delivery			30
<b>Total Hours</b>			<b>1035</b>

**CUSTODIAL TECHNICIAN**    Year \_\_\_\_\_ Name \_\_\_\_\_

**Articulation: Northern Oklahoma College Credit**

Post-Secondary	Northern Oklahoma College	High Plains Tech Courses	Grade	Date Completed	Instructor Signature	

Career Enhancement	Work-Based Learning Options		Certifications		
			<b>BrainBench Certifications</b>		
	<small>(A = Active, NA = Not Active)</small> Years _____ <input type="checkbox"/> Member <input type="checkbox"/> Committee Member <input type="checkbox"/> Officer <input type="checkbox"/> Committee Chair <input type="checkbox"/> State Competitions <input type="checkbox"/> National Competitions Other: _____				
	Clinical Site                      Date _____		<b>Oklahoma Department of Career Tech Recommended Certifications</b>		
	Location _____				

\*\*High Plains Technology Center does not condone discrimination with regard to race, color, national origin, religion, gender, age, disability or veteran status in enrollment or employment, nor in the educational programs or activities which it operates.

**\*To earn a Completion Certificate, student must maintain an 80% in each course and pass required certification exams.**



**EARLY CARE & EDUCATION TEACHER ASSISTANT** Year \_\_\_\_\_ Name \_\_\_\_\_

**Articulation: Northern Oklahoma College Credit**

Post-Secondary	Northern Oklahoma College		High Plains Tech Courses	Grade	Date Completed	Instructor Signature

Career Enhancement	Work-Based Learning Options		Certifications			
			<b>BrainBench Certifications</b>			
	<small>(A = Active, NA = Not Active)</small> Years _____ _____ Member                      _____ Committee Member _____ Officer                      _____ Committee Chair _____ State Competitions      _____ National Competitions Other: _____					
			<b>Oklahoma Department of Career Tech Recommended Certifications</b>			

Special Notes:

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# Career Plan of Study

## 2011-2012 Health Careers Certification

Cluster: Agriculture, Food and Natural Resources

Pathway: Plant and Soil Science

Career Major: Service Careers Horticulture Technician

Learner Name \_\_\_\_\_

Date \_\_\_\_\_

Learner Signature \_\_\_\_\_

Advisor Signature \_\_\_\_\_

Parent/Guardian Signature (if required) \_\_\_\_\_

Student Status  Secondary  Post-Secondary

	Grade	Completed	Hours
<b>Recommended Course Sequence</b>			
Service Careers Life Skills			30
Orientation to the Horticulture Industry			45
Landscape Tool Operation			120
Preventive Maintenance for Horticulture Equipment			60
Tractor/Backhoe Operations			75
Landscape Grounds Keeping			120
Landscaping Designs Considerations			60
Landscaping Design Process			60
Principles of Horticulture			30
Fertilizers and Soils			90
Propagation of Horticulture Plants			90
Greenhouse Management			120
Forklift Safety for Horticulture Technicians			75
Workforce Staging			30
<b>Total Hours</b>			<b>1005</b>

**HORTICULTURE ASSISTANT**    Year \_\_\_\_\_ Name \_\_\_\_\_

**Articulation: Northern Oklahoma College Credit**

Post-Secondary	Northern Oklahoma College	High Plains Tech Courses	Grade	Date Completed	Instructor Signature

Career Enhancement	Work-Based Learning Options		Certifications		
			<b>BrainBench Certifications</b>		
	<small>(A = Active, NA = Not Active)</small>				
	Years _____				
	___ Member	___ Committee Member			
	___ Officer	___ Committee Chair			
	___ State Competitions	___ National Competitions			
	Other:				
	Date _____		<b>Oklahoma Department of Career Tech Recommended Certifications</b>		
	Location _____				
Special Notes:					
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# Career Plan of Study

## 2011-2012 Service Careers

Cluster: Architecture & Construction    Pathway: Maintenance/Operations  
 Career Major: Service Careers Custodial Floor Care Technician

Learner Name \_\_\_\_\_ Date \_\_\_\_\_

Learner Signature \_\_\_\_\_ Advisor Signature \_\_\_\_\_

Parent/Guardian Signature (if required) \_\_\_\_\_ Student Status \_\_\_ Secondary \_\_\_ Post-Secondary

	Grade	Completed	Hours
<b>Recommended Course Sequence</b>			
Service Careers Life Skills			30
Custodial Safety Practices			30
Custodial Services			75
Introduction to Cleaning Chemicals			15
Floor Care Equipment			30
Introduction to Rest Room Maintenance			15
Upholstery and Carpet Maintenance			15
Workforce Staging			30
<b>Total Hours</b>			<b>240</b>

