



## FY25 Program Guidelines for High School Students

Updated 8/7/2024

Admissions hours: Monday - Thursday 8:00 AM – 6:00 PM  
 Fridays 8:00 AM – 4:00 PM

Contact: Elaine Larsen: 801-627-8457 or Emily Goddard: 801-627-8323

Admissions Office (801) 627-8463

Testing requirements are identified by program below  
 (Additional Info).

Testing Appointments can be scheduled online or call (801) 395-3742.

Program	Additional Info	Guidelines	Program Hours Support classes will vary	
<b>Automotive Service Technology</b>	<b>HS fee - \$70</b>  <b>Valid learner's permit required.</b>  <b>No admissions testing requirement</b>	<b>This program is taught on our BDO campus.</b> Students are encouraged to start the first Start Week of each month. <b>In person</b> Scheduling options are: Limited-time (every other day) or Part-time (every day) Morning, Afternoon or Evening	<u>Day</u>  M-F  8-11 AM or 12-3 PM	<u>Evening</u>  M-TH 5-9 PM
<b>Barbering</b>	<b>Program Cost (Full kit. See website for pricing)</b> <a href="https://www.otech.edu/barbering/">https://www.otech.edu/barbering/</a>  <b>Seniors Only</b> <b>This includes the summer before their senior year</b>  <b>Specific Start Dates</b> <b>No Admissions testing requirement</b>	<b>Initial enrollment must be 8-3</b> – this is for the Basics portion of their training. Basics lasts 2 weeks if attending every day, A/B days take 4 weeks. <b>Specify start date (A or B) on high school authorization form.</b>  <b>In person. Attendance is required.</b>  Returning students need to meet with the Program Coordinator prior to enrolling 801-395-3796  <i>Undocumented students may enroll in Barbering; however, proof of lawful presence is required to obtain a Barbering license. A criminal conviction also may prevent licensure.</i>	<u>Day</u> M-F 8 AM – 3 PM (or an Ogden or Weber School district A/B schedule)  M-TH 8 AM –4 PM (Non-A/B schedules)	<u>Evening</u>  M-TH 5-9 PM

<b>Business</b>	<p>HS fee- \$70</p> <p><b>GPA 3.0 or 17 on ACT in reading</b></p>	<p>This program is available in person or online.</p> <p><b>Scheduling options are either online or:</b></p> <p><b>In person</b> - Limited-time (every other day) or Part-time (every day) Morning, Afternoon or Evening</p>	<p><b>Day</b></p> <p>M-F 8 – 11 AM or 12 – 3 PM</p>	<p><b>Evening</b></p> <p>M-TH 5-9 PM</p>
<b>CNC Machinist Technician</b>	<p>Program Cost (Tooling U 290-day subscription – see website for pricing)</p> <p><a href="https://www.otech.edu/cnc-machinist-technician/">https://www.otech.edu/cnc-machinist-technician/</a></p> <p><b>No admissions testing requirement</b></p>	<p>This program is a pre-requisite for the Machinist Program.</p> <p><b>In person</b></p> <p>Scheduling options are: Limited-time (every other day) or Part-time (every day) Morning, Afternoon or Evening</p>	<p><b>Day</b></p> <p>M-F</p> <p>8-11 AM or 12-3 PM</p>	<p><b>Evening</b></p> <p>T-TH 3-8 PM</p>
<b>Composites</b>	<p>HS fee - \$70</p> <p><b>No admissions testing requirement</b></p>	<p>This program is taught on our BDO campus.</p> <p><b>In person</b></p> <p>Scheduling options are: Limited-time (every other day) or Part-time (every day) Morning, Afternoon or Evening</p>	<p><b>Day</b></p> <p>M-F</p> <p>8-11 AM or 12-3 PM</p>	<p><b>Evening</b></p> <p>T-TH 4-9 PM</p>
<b>Program</b>	<b>Additional Info</b>	<b>Guidelines</b>	<b>Program Hours</b> Support classes will vary	
<b>Computer Aided Design</b>	<p>HS fee - \$70</p> <p><b>No admissions testing requirement</b></p>	<p><b>In person</b></p> <p>Scheduling options are: Limited-time (every other day) or Part-time (every day) Morning, Afternoon or Evening</p>	<p><b>Day</b></p> <p>M-F 8-11 AM or 12-3 PM</p>	<p><b>Evening</b></p> <p>M-TH 5-9 PM</p>
<b>Construction</b>	<p>HS fee - \$70</p> <p><b>No admissions testing requirement</b></p>	<p><b>Next class will be June 2 – August 1, 2025</b></p> <p><b>In person</b></p> <p>Part-time or Full-time</p> <p>Students must do a full-time schedule if they plan to earn their certificate.</p>	<p><b>Day</b></p> <p>M-F 8–11 AM or 12-3 PM</p>	<p><b>Evening</b></p> <p>N/A</p>

Controls Technician	<p>HS fee - \$70</p> <p><b>No admissions testing requirement</b></p>	<p><b>Hybrid</b></p> <p>It is recommended that students complete Manufacturing Technician and Industrial Automation prior to enrolling in this program.</p> <p><i>Hybrid instruction is a mixture of remote and classroom learning coordinated by the instructor.</i></p>	<p><b>Hybrid</b></p> <p>Limited time Part-time</p>	
Cosmetology	<p><b>Program Cost</b> (Full kit. See website for pricing) <a href="https://www.otech.edu/cosmetology/">https://www.otech.edu/cosmetology/</a></p> <p><b>Seniors Only</b> This includes the summer before their senior year.</p> <p><b>Specific Start Dates</b></p>	<p><b>Initial enrollment must be 8-3</b> – this is for the Basics portion of their training. Basics on an A/B schedule last about 18 weeks.</p> <p>Returning students need to meet with the Program Coordinator prior to enrolling 801-627-8407.</p> <p><i>Undocumented students may enroll in Cosmetology; however, proof of lawful presence is required to obtain a Cosmetology license. A criminal conviction also may prevent licensure</i></p>	<p><b>Day</b></p> <p>M-F 8 AM – 3 PM</p> <p>(or an Ogden or Weber School district A/B schedule)</p>	<p><b>Evening</b></p> <p>M-TH 4-9 PM or M-TH 5-9 PM</p>
Culinary Arts	<p>HS fee - \$70</p> <p><b>No admissions testing requirement</b></p>	<p><b>Students must be enrolled in Culinary from 8 AM -2 PM during the day or 3 – 8 PM in the evening.</b></p> <p>Returning students need to meet with the Program Coordinator prior to enrolling 801-627-8357</p> <p><b>In person</b></p> <p>Daytime: Part-time (if coming on their A/B schedule) Evening: Part-time (three days a week required)</p>	<p><b>Day</b></p> <p>M-F 8 AM – 2 PM</p>	<p><b>Evening</b></p> <p>M-TH 3-8 PM</p>
Dental Assisting	<p><b>Program Cost (See website for pricing.)</b> <a href="https://www.otech.edu/dental-assisting/">https://www.otech.edu/dental-assisting/</a></p> <p><b>All students must test</b> (or 17 on ACT in reading)</p>	<p>Students may enroll at the beginning of the second semester of their Junior year.</p> <p>Students will pay \$32.00 for a background check and the results must come back <u>prior</u> to enrollment.</p> <p><b>All students must complete and submit program checklist in the Admissions Application (signed background check and uploaded receipt from Tiburon).</b></p> <p><i>Hybrid instruction is a mixture of remote and classroom learning coordinated by the instructor.</i></p>	<p><b>Hybrid</b></p> <p>Limited time only</p>	

Digital Design	HS fee - \$70  <b>GPA 3.0 or 17 on ACT in reading</b>	<b>In person</b>  Scheduling options are: Limited-time (every other day) or Part-time (every day) Morning, Afternoon or Evening	<b>Day</b> M-F  8 – 11 AM or 12-3 PM	<b>Evening</b> M-TH  5 – 9 PM
<b>Program</b>	<b>Additional Info</b>	<b>Guidelines</b>	<b>Program Hours</b> Support classes will vary	
Electrical Apprenticeship	Program Cost (See website for pricing.) <a href="https://www.otech.edu/electrician-apprentice/">https://www.otech.edu/electrician-apprentice/</a>  <b>No admissions testing requirement</b>	Students need to be licensed as an Electrician Apprentice for this program and working in the field.  <b>In person, lock-step semester enrollment</b>  Level A classes start in August Level B classes start in January	<b>N/A</b>	<b>Evening</b>  1 <sup>st</sup> and 2 <sup>nd</sup> year – M-W 6-9 PM
Electrical Trades Preparation	Program Cost (See website for pricing.) <a href="https://www.otech.edu/electrical-trades-preparation/">https://www.otech.edu/electrical-trades-preparation/</a>  <b>No admissions testing requirement</b>	<b>Hybrid</b>  Limited-time or part-time  <i>Hybrid instruction is a mixture of remote and classroom learning coordinated by the instructor.</i>	<b>Hybrid</b>  Limited time Part-time	

Industrial Automation	HS fee - \$70  <b>No admissions testing requirement</b>	<b>Hybrid</b>  <i>Hybrid instruction is a mixture of remote and classroom learning coordinated by the instructor.</i>	<b>Hybrid</b> Limited time Part-time	
<b>Program</b>	<b>Additional Info</b>	<b>Guidelines</b>	<b>Program Hours</b> Support classes will vary	
Information Technology	HS fee - \$70  <b>GPA 3.0 or 17 on ACT in reading</b>	<b>Hybrid</b>  It is recommended that students complete this program before enrolling into Networking and Cybersecurity.  <i>Hybrid instruction is a mixture of remote and classroom learning coordinated by the instructor.</i>	<b>Hybrid</b> Limited time Part-time	
Machinist	<b>CNC Machinist Technician is a pre-requisite</b>	<b>In person</b>  Scheduling options are: Limited-time (every other day) or Part-time (every day) Morning, Afternoon or Evening	<b>Day</b> M-F  8-11 AM  12-3 PM	<b>Evening</b>  T-TH  3-8 PM

<b>Manufacturing Technician</b>	<p style="text-align: center;">HS fee - \$70</p> <p style="text-align: center;"><b>No admissions testing requirement</b></p>	<p><b>Hybrid</b></p> <p>It is recommended that students take this program prior to enrolling into Industrial Automation.</p> <p><i>Hybrid instruction is a mixture of remote and classroom learning coordinated by the instructor.</i></p>	<p style="text-align: center;"><b>Hybrid</b></p> <p style="text-align: center;">Limited time Part-time</p>
<b>Math (WSU 950, 990 and 1010)</b>	<p style="text-align: center;">HS Fee - \$70</p>	<p>Students need to take a placement test in the Math department prior to enrolling (unless they intend to enroll in 0950). Students should email either Ken Choi (<a href="mailto:ken.choi@otech.edu">ken.choi@otech.edu</a>) or Lori Jo Webster (<a href="mailto:lorijo.webster@otech.edu">lorijo.webster@otech.edu</a>) to schedule an appointment. Available testing times are below:</p> <p style="padding-left: 40px;">Monday-Friday 8:00 AM - 3:00 PM. Arrive by 1:00PM.</p> <p style="padding-left: 40px;">Monday-Thursday 5:00 PM – 8:00 PM. Arrive by 6:00 PM</p> <p><i>Hybrid instruction is a mixture of remote and classroom learning coordinated by the instructor.</i></p>	<p style="text-align: center;"><b>Hybrid</b></p> <p style="text-align: center;">Limited time only</p>
<b>Medical Assistant</b>	<p>Program Cost (see website for pricing) <a href="https://www.otech.edu/medical-assistant/">https://www.otech.edu/medical-assistant/</a></p> <p style="text-align: center;"><b>All Students must test (or 17 on ACT in reading)</b></p>	<p><b>Juniors</b> need to meet with Rebecca Mitchell <a href="mailto:rebecca.mitchell@otech.edu">rebecca.mitchell@otech.edu</a> 801 627-8426 or <a href="mailto:kelsee.grow@otech.edu">kelsee.grow@otech.edu</a> 801 627-8445 prior to testing. This can be by phone or email</p> <p>Students will pay \$32.00 for a background check <u>prior</u> to enrollment.</p> <p><b>All students must complete and submit program checklist in the Admissions Application (signed background check and uploaded receipt from Tiburon) and then contact the Medical Assistant Admissions Advisor, 801-627-8426.</b></p> <p><i>Hybrid instruction is a mixture of remote and classroom learning coordinated by the instructor.</i></p>	<p style="text-align: center;"><b>Hybrid</b></p> <p style="text-align: center;">Limited time only</p>
<b>Medical Coding and Billing</b>	<p style="text-align: center;">HS Fee - \$70</p> <p style="text-align: center;"><b>All students must test (or 17 on ACT in reading)</b></p>	<p><b>Hybrid</b></p> <p><i>Hybrid instruction is a mixture of remote and classroom learning coordinated by the instructor.</i></p>	<p style="text-align: center;"><b>Hybrid</b></p> <p style="text-align: center;">Limited time only</p>
<b>Program</b>	<b>Additional Info</b>	<b>Guidelines</b>	<b>Program Hours</b> Support classes will vary

<p><b>Nail Technician</b></p>	<p><b>Program Cost (See website for pricing.)</b>  <a href="https://www.otech.edu/nail-technician/">https://www.otech.edu/nail-technician/</a></p> <p><b>Seniors Only</b>  This includes the summer before their senior year</p> <p><b>No admissions testing requirement</b></p>	<p><b>Initial enrollment must be 8 am – 3 pm</b> – this is for the Basics portion of their training. These last about 4 weeks – students can change their hours after this.</p> <p><b>Students will need to buy kits prior to their first day of class (nail, gel and fiberglass) and books.</b></p> <p><i>Undocumented students may enroll in Nail Technician; however, proof of lawful presence is required to obtain a Nail Technician license. A criminal conviction also may prevent licensure</i></p>	<p><b>Day</b></p> <p>M-F 8 AM – 3 PM (Every day of Ogden or Weber District A/B schedules)</p>	<p><b>Evening</b></p> <p>M – TH</p> <p>4-9 PM</p> <p>5- 9 PM (After Basics)</p>
<p><b>Networking and Cybersecurity</b></p>	<p><b>HS fee - \$70</b>  <b>GPA 3.0 or 17 on ACT in reading</b></p>	<p><b>Hybrid</b></p> <p><i>Hybrid instruction is a mixture of remote and classroom learning coordinated by the instructor.</i></p> <p>It is highly recommended that students complete Information Technology first as all of the credits of that 20 credit program will count toward this 30 credit program.</p>	<p><b>Hybrid</b></p> <p>Limited time</p> <p>Part-time</p>	
<p><b>Non-Destructive Inspection (NDI)</b></p>	<p><b>Program Cost (See website for pricing.)</b>  <a href="https://www.otech.edu/non-destructive-inspection-testing-ndi/">https://www.otech.edu/non-destructive-inspection-testing-ndi/</a></p> <p><b>No admissions testing requirement</b></p>	<p><b>This program is taught on our BDO campus.</b></p> <p><b>In person</b></p> <p>Scheduling options are:  Limited-time (every other day) or Part-time (every day)  Morning, Afternoon or Evening</p>	<p><b>Day</b></p> <p>M-F</p> <p>8 - 11 AM</p> <p>or</p> <p>12 – 3 PM</p>	<p><b>Evening</b></p> <p>T-TH 4-9</p>
<p><b>Nursing Assistant</b></p>	<p><b>Program Cost (See website for pricing.)</b>  <a href="https://www.otech.edu/nursing-assistant/">https://www.otech.edu/nursing-assistant/</a></p> <p><b>No admissions testing requirement</b></p>	<p><b>Students MUST attend the first day of class or they will be withdrawn. Select the start date of their schedule for the first week.</b></p> <p><b>Students must be at least 16 on the first day of class – this is a state requirement.</b></p> <p><b>All students must complete and submit program checklist (signed background check and uploaded receipt from Tiburon, TB test and food handler’s permit).</b></p> <p><b>In person – attendance required.</b></p> <p>Limited-time if attending every other day.  Part-time if attending every day or all day on an A/B schedule.</p>	<p><b>Day</b></p> <p>M-F</p> <p>8-11 AM</p> <p>or</p> <p>12-3 PM</p>	<p><b>Evening</b></p> <p>M-TH 4-8</p>

Program	Additional Info	Guidelines	Program Hours Support classes will vary	
Pharmacy Technician	<p><b>Program Cost (See website for pricing.)</b>  <a href="https://www.otech.edu/pharmacy-technician/">https://www.otech.edu/pharmacy-technician/</a></p> <p><b>All Students must test (or 17 on ACT in reading)</b></p> <p><b>* Math testing required to enroll</b> in Pharmacy Technician</p> <p><b>Seniors only</b></p> <p>Students must have UT Driver's License or State ID to register.</p>	<p>Students 18 or older are required to do a background check <u>prior</u> to enrollment.</p> <p><b>It is recommended that only Seniors enroll.</b> Students need instructor approval to enroll in the summer before their senior year. Students should be 18 before finishing Pharmacy II and start OJT. They will not be able to do their OJT until they are 18.</p> <p><i>Hybrid instruction is a mixture of remote and classroom learning coordinated by the instructor.</i></p> <p>*Alternate documentation for Math testing HS Math with a B or better within the past three years. ACT score of 17</p> <p><b>All students must complete and submit program checklist in the Admissions Application (signed background check and uploaded receipt from Tiburon).</b></p> <p><b>Students must meet with the Program Coordinator, Christina Stephens, 801-627-8322 and then contact the Pharmacy Technician Admissions Advisor, 801-627-8426.</b></p> <p><b>Students who are 18 also require a Utah Criminal History Report and DOPL Trainee license.</b></p>	<p><b>Hybrid</b></p> <p>Limited time only</p>	
Phlebotomy	<p><b>Program Cost (see website for pricing)</b>  <a href="https://www.otech.edu/phlebotomy/">https://www.otech.edu/phlebotomy/</a></p> <p><b>All Students must test (or 17 on ACT in reading)</b></p>	<p><b>Must be 18 years of age prior to enrolling in the program.</b></p> <p>Students will pay \$32.00 for a background check <u>prior</u> to enrollment.</p> <p><b>All students must complete and submit program checklist in the Admissions Application (signed background check and uploaded receipt from Tiburon and documentation showing completion of required immunizations and TB testing) and then contact the Phlebotomy Admissions Advisor, 801-627-8426.</b></p> <p><i>Hybrid instruction is a mixture of remote and classroom learning coordinated by the instructor.</i></p>	<p><b>Hybrid</b></p> <p>Limited time only</p>	

<b>Plumbing Apprenticeship</b>	<b>Program Cost (See website for pricing.)</b> <a href="https://www.otech.edu/plumber-apprentice/">https://www.otech.edu/plumber-apprentice/</a>  <b>No admissions testing requirement</b>	This program does semester enrollment.  <b>In person, Lock-step semester enrollment</b> Fall Semester classes start in August Spring Semester classes start in January		<b>Evening</b>  M, W 6-9 PM
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<b>Practical Nursing</b>	If any of the following pre-requisite courses are concurrent at your school, you may want to suggest students take them in preparation for this program. This program is not open to high school students.			
	<ul style="list-style-type: none"> <li>• Zoology 2100 (Human Anatomy or HTHS 1110 Integrated Anatomy &amp; Physiology I or Equivalent) – 4 CR</li> <li>• Zoology 2200 (Human Physiology or HTHS 1111 Integrated Anatomy &amp; Physiology II or Equivalent) – 4 CR</li> <li>• Nutri LS 1020 – Foundations in Nutrition or Equivalent – 3 CR</li> <li>• Psych 1010 – Introduction to Psychology or Equivalent – 3 CR</li> </ul>			

<b>Software Development</b>	<b>HS fee- \$70</b>  <b>Reading</b> <b>GPA 3.0 or 17 on ACT in reading</b>	<b>Hybrid</b> Scheduling options are: Limited-time (every other day) or Part-time (every day)  Morning, Afternoon or Evening  This is a hybrid program, but they would like students to be able to attend in person as much as possible.	<b>Daytime</b>  M – F 8 – 11 AM or 12 3 PM	<b>Evening</b>  M-TH 5 – 9 PM
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<b>Welding Technology</b>	<b>HS fee - \$70</b>  <b>No admissions testing requirement</b>	<b>In person</b> Scheduling options are: Limited-time (every other day) or Part-time (every day) Morning, Afternoon or Evening	<b>Day</b>  M-F  8-11 AM or 12-3 PM	<b>Evening</b>  M-TH 6-10 PM
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