

PROGRAM INFORMATION

Program Name	Class Code	Clock Hours	Weeks	Program Tuition
Building Maintenance	BM30	900	30	\$14,249

Program Objectives

This program will provide a fundamental knowledge of methods, materials and equipment used in skilled maintenance and repair work such as carpentry, electrical and plumbing. The program will also provide a fundamental knowledge and skills of safety standards for carpentry, electrical and plumbing maintenance repairs. Upon completion of training, the student will be able to operate, in accordance with safety regulations, equipment and hand and power tools used in building maintenance; plan, coordinate and perform skilled building maintenance in area of assignment and be able to read and understand instruction manuals, blueprints, plans and drawings. Additionally, students will demonstrate proficiency in customer service, the use of the internet, and job search skills.

Methods of Instruction

This program will be taught through a combination of lectures, hands-on classroom/shop/lab projects, small group, and individual projects.

Methods of Evaluation

Students will be evaluated using a variety of traditional methods including, but not limited to, performance evaluations and/or electronic assessments. CET does not allow the use of notes, open book, open computer/laptop, and cell phones while testing, unless otherwise authorized by the CET Education Department following industry standards.

Scoring Criteria

Students will be required to pass each competency evaluation with a minimum passing score of 70%.

Graduation Requirements

To be eligible for a Graduation Certificate students must complete 100% of the actual program hours and must complete all program competencies within 100% and 150% of the scheduled program hours.

Toolkit Voucher

Students enrolled in this program become eligible to receive a voucher to purchase industry related tools upon completing more than 60% of the program. The voucher is **only to purchase tools related to the field**. Students are responsible for safeguarding the voucher; replacements are not issued for lost or stolen vouchers.

Instructional Equipment

Students in this program will have access to a variety of

Program Competencies		Hours
1.	Building Maintenance Related English	90
2.	Basic Math	90
3.	Safety Standards	75
4.	Blueprint Reading	75
5.	Carpentry	140
6.	Electrical	140
7.	Plumbing	140
8.	Interior Maintenance	50
9.	Exterior Maintenance	50
10.	Job Preparedness	20
11.	Customer Service Skills	10
12.	Basic Computer Skills	20
Total Hours of Instruction		900

Because instruction is personalized, competency completion time may vary among students.

tools, equipment, and shop materials and supplies for training on a daily basis, including, but not limited to: propane torches, pipe cutters, framing and claw hammers, access to computer systems running Windows 7 and Office 2016.

Instructional Materials and Uniforms

The cost of required program books is included in the tuition. In some programs, students may receive two uniform items and protective equipment. Students may purchase additional uniform items.

Through utilization of bulk purchasing practices, non-profit pricing opportunities, and the customization of textbooks, CET is able to provide books to students at below competitive market rates. Prices are subject to change without notice.

Note: Students who receive federal financial aid may have the right to opt out of having CET provide books, toolkits, and uniforms, and choose to purchase these items on their own. This cost will be deducted from the published program tuition; students opting out must do so at enrollment or prior to the end of the 10-day cancellation period.

Students may not opt out of purchasing books that have been customized for CET training programs and PPE, which has been approved to meet industry health and safety standards. Students will be required to sign a statement of receipt for issued items. For more information, see page 18 of the Student Catalog.

Program Schedule: BM30X: M – F, 8:00am – 3:00pm