

## AIR CONDITIONING, HEATING AND REFRIGERATION (10-601-1)

### *Admission Requirements*

#### CHIPPEWA VALLEY TECHNICAL COLLEGE

620 West Clairemont Avenue Eau Claire, WI 54701-6162  
Admissions Phone: 715-852-1300 or Toll Free: 1-800-547-2882 Ext 1300

[www.cvtc.edu](http://www.cvtc.edu)

**STARTING DATES:** August and January

**LENGTH OF PROGRAM:** Associate Degree – Two Years

#### **STEPS FOR ADMISSION:**

1. Submit an online [Application for Admission](#)
2. \$30 application processing fee – this must be paid *at time of application*
3. **Education requirement:** Applicant must be a high school graduate, or have completed the High School Equivalency Diploma (HSED) or the General Education Development Certificate (GED)  
*Note:* If you have an international diploma or degree, additional admission requirements may apply.
4. **COMPASS<sup>®</sup> Pre-entry Assessment.** COMPASS<sup>®</sup> is an un-timed, computerized test of **reading, pre-algebra, algebra, and writing.** Scores are used for class placement advisement purposes.

- **To schedule a testing appointment:** For more information and to schedule a COMPASS<sup>®</sup> appointment, visit our website: <http://www.cvtc.edu/pages/198.asp> . **Testing Fee: \$20.**

If you do not have access to the internet, please contact the Assessment Center at 1-800-547-2882 or 715-833-6200.

- **Substitutions of the COMPASS<sup>®</sup>** will be made for those that can provide proof of one of the following:
  - ~ **ACT<sup>®</sup>**: Applicants must achieve a minimum composite score of **18** on the ACT<sup>®</sup>. Reading, Math, and English scores are required for class placement and advisement purposes only – no minimum. If the ACT<sup>®</sup> composite score does not meet the minimum, applicants will need to take the COMPASS<sup>®</sup> pre-entry assessment.
  - ~ **Associate Degree, Bachelor's Degree or higher:** A transcript is required showing proof of degree awarded.

**Once all the above items have been completed,** you will be considered for enrollment based on current openings in the program. It is to your benefit to apply on-line ([Application for Admission](#)) and complete all required items as soon as possible.

#### **Notes:**

- ▶ **Financial Aid:** Information on financial aid eligibility, procedures and deadlines may be obtained by going to the Financial Aid website at: <http://www.cvtc.edu/pages/313.asp> or by calling 715-833-6200 or 1-800-547-2882.
- ▶ **Transfer Credits:** Applicants with postsecondary credits should submit an official transcript for evaluation and possible transfer credit.
- ▶ **General Education Course Prerequisites:** Many associate degree General Education courses require a minimum COMPASS<sup>®</sup> or ACT<sup>®</sup> score. Students who do not meet the minimum score must either re-test to achieve a higher score or complete an appropriate Prepared Learner course with a “C” grade or better before registering for the associate degree course. For more information on Prepared Learner courses and General Education course cut-off scores, contact an Enrollment Assistant at 715-833-6505 or 1-800-547-2882, extension 6505, or check out the College’s website at [www.cvtc.edu/pages/198.asp](http://www.cvtc.edu/pages/198.asp) .

**Admission requirements are subject to change without notice.**