

## DIESEL/HEAVY EQUIPMENT TECHNICIAN (TRUCK TECHNICIAN) (32-412-1)

### *Admission Requirements*

#### CHIPPEWA VALLEY TECHNICAL COLLEGE

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

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

**STARTING DATE:** August

**LENGTH OF PROGRAM:** Technical Diploma – Two Year

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

1. Submit [Application for Admission](#)
2. \$30 application processing fee – this must be paid *at time of application*
3. **Education Requirement\***: Applicants who did not graduate from high school, are not currently high school seniors, and did not receive an HSED or GED diploma must complete the following:

A COMPASS<sup>®</sup> pre-entry Ability to Benefit assessment:

- Achieve scores of at least 25 in math, 62 in reading, and 32 in writing, and
- Complete a counseling session with a counselor.

**\*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** and **math**. Scores are used for 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 and Math 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.

#### **ADDITIONAL PROGRAM REQUIREMENTS:**

The following items **must be completed** prior to starting classes. Applicants will receive the necessary forms along with dates for completion once he/she has been accepted for the program.

- **Verification of valid driver's license**
  - a. Applicant must possess a valid driver's license through the duration of the program.
  - b. CVTC will periodically check with the student to verify if she/he possesses a valid license.
  - c. Once enrolled in the program, the student is responsible for informing the Diesel/Heavy Equipment Technician instructor on the next school day if a loss of license occurs.
- **DOT (Department of Transportation) Physical Exam form**
  - a. A physical is required to obtain Commercial Drivers License (CDL). Applicants are responsible for physical exam expenses. The Admissions Office will notify you at the appropriate time with a specific deadline.
  - b. A CDL is required to graduate from training program.
- **Results of Controlled Substance Testing**
  - a. Initial test results must be submitted before starting classes. Applicants are responsible for testing expenses.
  - b. The Admissions Office will notify you at the appropriate time with a specific deadline.
  - c. Random testing is required once enrolled in the program.

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**Notes:**

- ▶ **Financial Aid:** Information on financial aid eligibility, procedures and deadlines may be obtained by going to the Financial Aid website: <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 to the Admissions Office for evaluation and possible transfer credit.

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