

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: 715-833-6246 or Toll Free at 1-800-547-2882 ext 6246

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 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 Pre-entry Assessment.** Compass 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 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** will be made for those that can provide proof of one of the following:
 - ~ **ACT:** Applicants must achieve a minimum composite score of **18** on the ACT. Reading and Math scores are required for class placement and advisement purposes only – no minimum. If the ACT composite score does not meet the minimum, applicants will need to take the COMPASS 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.

→Continued on next page →

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 715-833-6252.
- ▶ **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.