CONGRATULATIONS!

You are entering the world of Career and Technical Education at one of the most exciting times in recent history!

As “Baby Boomers” retire at a record pace and demand increases for workers with a blend of technological and traditional skills, double-digit demand is created for many of the careers we prepare students for.

Partnerships with everything from global tech giants to automotive dealerships, hotels and video game design firms offer a multitude of work-based learning opportunities to our students. As a result, Capital Region BOCES is redefining what a career and technical education means for students now and in their future.

During your time at BOCES, you can earn not only industry experience, but professional certifications, college credits and skills that bridge a multitude of careers.

As you prepare to enter the next phase of your educational career, let us, through our expert educators, business partners, work-based learning opportunities, higher education partners and hands-on learning, provide you with all that you need to ensure success in life.

In closing, let me congratulate you on making an excellent choice to explore your options at Capital Region BOCES Career and Technical School. I look forward to seeing you working toward a bright future!

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Jeff Palmer,
Director of Career and Technical Education

The Capital Region Career & Technical School offers campus tours, individual and group visits, open houses and various events throughout the year. Presentations to schools and community groups are also available. Call 518-862-4801 for the Albany program, 518-295-3000 for the Schoharie campus or 518-356-8461 for the Center for Advanced Technology at Mohonasen. Visit our website at: https://www.capitalregionboces.org/career-technical-education/

What graduates have to say...

“The learning I did at BOCES propelled me to be a state assemblyman.”

Assemblyman Chris Tague, 1986 graduate

“By partnering with BOCES, we now feel like we have access to a growing pipeline of young people who can be potential employees.”

Patricia Sheremeta, Greno Industries

The Capital Region BOCES does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs, activities, employment, and admissions; and provides equal access to the Boy Scouts and other designated youth groups. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Director of Human Resources, at hrdirector@neric.org, 518-862-4910, or 900 Watervliet-Shaker Road, Albany, NY 12205.

Inquiries concerning the application of the Capital Region BOCES non-discrimination policies may also be referred to the U.S. Department of Education, Office for Civil Rights (OCR), 32 Old Slip, 26th Floor, New York, NY 10005, phone: 646-428-3900, fax: 646-428-3843, TDD: 800-877-8339, or email: OCR.NewYork@ed.gov.

Produced in cooperation with the Capital Region BOCES Communications Service, 2020
## CAREER & TECHNICAL EDUCATION PROGRAMS

### LOCATION LEGEND

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<tr>
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### Programs

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<td>Additional Opportunities</td>
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### Testimonial

“Capital Region BOCES taught me professionalism, accountability, and exposed me to a realistic workplace setting.”

Aidan Enders, 2020 Diesel Tech graduate
COMPONENT SCHOOL DISTRICTS

The Capital Region BOCES Career & Technical School is operated by the Capital Region Board of Cooperative Educational Services (BOCES) and is accredited by the Middle States Association of Colleges and Schools.

Capital Region BOCES provides a range of educational and support services to 23 school districts located in Albany, Schenectady, Schoharie and southern Saratoga counties.

› Berne-Knox-Westerlo Central
› Bethlehem Central
› Burnt Hills-Ballston Lake Central
› Cobleskill-Richmondville Central
› Cohoes City
› Duanesburg Central
› Green Island Union Free
› Guilderland Central
› Menands Union Free
› Middleburgh Central
› Mohonasen Central
› North Colonie Central
› Ravena-Coeymans-Selkirk Central
› Schalmont Central
› Schenectady City
› Schoharie Central
› Scotia-Glenville Central
› Sharon Springs Central
› Sharon Springs Central
› South Colonie Central
› Voorheesville Central
› Watervliet City

PAVING THE WAY FOR STUDENTS

We want to make it as easy as possible for students to pursue Career & Technical Education. That’s why the Capital Region Career & Technical School offers the following advantages and options for students and their home high schools:

CREDITS
Students completing a career and tech program earn four high school credits per year.

TRANSPORTATION
Transportation is provided by home school districts, and the school day at Career & Tech is structured so students can return to their high school for after-school activities/sports.

LINKING MATH, SCIENCE AND ENGLISH INTO THE WORKPLACE
Integration of academics at Career & Tech meets the needs of students and their high schools, as well as teaches students how to use the skills in their respective fields of choice.

Career & Tech Math or Career & Tech Science is part of most first-year programs. The courses are team-taught by a certified math or science teacher along with a career and technical education teacher. Students learn to apply math and/or scientific concepts to their specific career field and present evidence of lab work and projects in their portfolios.

English 12, known as Technical Communication & Portfolio, is part of the second-year (and select first year) programs and is also team-taught. Students create a portfolio highlighting their Career & Tech abilities and communication skills. These portfolios, which include a résumé, work samples and career-related reading, writing and research, are often used for college courses and/or employment applications.

THE 4+1 PATHWAY TO GRADUATION
New York state regulations allow for multiple pathways to graduation that recognize the importance of engaging students in rigorous and relevant academic programs. The regulations recognize students’ interests in Career/Technical Education by allowing an approved pathway assessment to meet the students’ graduation requirements.

Students who successfully complete all requirements earn a technical endorsement to be designated on the high school diploma. This endorsement carries the same value and prestige as an Advanced Regents Diploma and communicates to future employers that the student is both highly skilled in a technical field and is career ready. Of the dozens of programs offered by the Capital Region BOCES, two dozen programs are approved to meet the criteria for a Career and Technical Endorsement.

WORK-BASED LEARNING (WBL)
There is no substitute for the kind of hands-on experience that a work-experience education program offers. By using the business community as a classroom, students are familiarized with the “work world” and gain proficiency in life skills ranging from managing appointments and greeting the public to dressing appropriately. Students also become aware of personal strengths and weaknesses, work independently and gain valuable content-area technical skills. This is why work-based learning is a critical component of the curriculum at Capital Region BOCES Career and Technical School.

Our Work-Based Learning program is a state-registered Cooperative Career & Technical Education Work Experience Program (Co-OP) and can be tailored to suit the needs of a diverse student population. The Co-OP internship program offers WBL experiences at area businesses. The Co-OP program provides either paid or un-paid opportunities where students learn and practice related occupational skills on the job. The student, classroom instructor or WBL coordinator obtains the placement related to the student’s career and technical class.
LEADERSHIP ORGANIZATIONS

SKILLSUSA
Learn about leadership. Travel. Compete. Help others. Meet career professionals. Make new friends. Have fun. Students who join SkillsUSA do all this and more. Our campuses have active chapters of this national student organization. Annual SkillsUSA competitions at the local, regional, state and national levels enable students to showcase their career and technical, professional and interpersonal skills. They also learn about teamwork and citizenship. SkillsUSA students additionally organize community service events and school activities and give back to the community in multiple ways.

NATIONAL TECHNICAL HONOR SOCIETY
The National Technical Honor Society (NTHS) recognizes students for excellence at both the Capital Region BOCES Career & Technical School and their home high schools. As NTHS members, students are formally recognized for scholarship, citizenship, skill, honesty, service, responsibility, leadership and knowledge. To be inducted into the NTHS, students must achieve a 92 or higher average at Career & Tech, an 85 or higher overall average at their home high schools, have five or fewer absences and have positive behavioral records.

COMMUNITY SERVICE
Community service is a significant aspect of learning at Capital Region BOCES Career & Technical School. Our students have built houses and pavilions; helped area veterans; raised awareness about cancer and other illnesses; conducted food, toy and blood drives; and raised funds for a variety of causes. Every class participates in community service, and many activities are coordinated by students active in SkillsUSA. Students also team up to help each other when the need arises on their own campuses, and they often put their new career-related skills to good use by participating in charitable events in their communities.
### INTEGRATED CREDITS

#### ALBANY CAMPUS PROGRAMS

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## COLLEGE ARTICULATION AGREEMENTS

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# College Articulation Agreements

## Schoharie Campus Programs

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<th>Program</th>
<th>HVCC</th>
<th>SUNY SCCC</th>
<th>SUNY Alfred</th>
<th>SUNY Cobleskill</th>
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## The Center for Advanced Technology at Mohonasen

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<td>Manufacturing &amp; Machining Technology</td>
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"Capital Region BOCES is integral to us for finding workers and building a workforce."

Cory Acovangelo, Carver Industries

"I learned all of the basic skills that will set me apart from others in college."

Shane Campbell, 2020 culinary graduate from CRCS
AUTO BODY COLLISION REPAIR AND REFINISHING TECHNOLOGY

ALBANY CAMPUS

Auto Body Collision Repair and Refinishing Technology is a two-year program in which students learn about ever-changing materials, methods, and technology in this high-paying industry. Students explore career opportunities as well as participate in a work-based learning experience at various local collision repair centers.

REFINISHING - YEAR ONE

Students learn how to repair and refinish today's vehicles and return them to pre-accident condition. They use single-stage paint, base coat clear coat as well as three stage pearl finishes. From preparing for paint to spraying paint and adding the final details, students learn what is needed to get cars looking good again. Students also work towards obtaining an Automotive Service Excellence (ASE) certification.

COLLISION REPAIR - YEAR TWO

Students repair damaged vehicles back to pre-accident condition. They learn the proper way to repair vehicles per the manufacturer’s recommendations. Students perform high-tech welding methods such as MIG and STRSW as well as Nitrogen plastic welding. Additionally, students will create damage appraisals, calculate repair costs and establish estimates. Students can work towards obtaining an Automotive Service Excellence (ASE) certification.

The program is accredited by the National Institute for Automotive Service Excellence (ASE).
AUTOMOTIVE TRADES TECHNOLOGY

ALBANY CAMPUS & SCHOHARIE CAMPUS

From computerized diagnostics to hands-on repair, students in the Automotive Trades Technology program learn how to service and maintain all types of cars and light trucks. This two-year program covers a range of topics, from engine theory and introduction to hybrid vehicle technology to specialized tools and equipment and customer service and shop management.

Students work on late-model vehicles donated by auto manufacturers as well as actual customer vehicles that are brought to class for servicing and repair.

In this ASE Education Foundation-accredited program, students can earn ASE/EPA 609, SP/2, Hunter Engineering and ASE certifications. Capital Region BOCES is a Ford ACE School (Automotive Career Exploration) and Subaru-U School.

AUTOMOTIVE SERVICES

ALBANY CAMPUS

The Automotive Services program is designed for students who are interested in working on vehicles and small engines and want to learn both in the classroom and in a hands-on garage.

Students learn about basic automotive and small engine maintenance and repair, general service station duties, and exhaust and engine systems. They work on donated and student vehicles and engines and build key skills such as teamwork, communication and customer service.

CAREER OPPORTUNITIES

› Car prep/detailer
› Tire maintenance and repair technician
› Lubrication technician
› Small engine technician

UNITS OF STUDY

› Basic engine theory: two-stroke
› Basic engine theory: four-stroke
› Battery and charging systems service
› Brake and suspension service
› Parts removal and installation
› Tire technology, service and repair
› Oil change and fluid service
› Shop safety awareness

* Students can earn up to three career and tech elective credits.

DID YOU KNOW?

On average, Career and Tech students exceed ALL New York State high school standards.
AYES AUTOMOTIVE TECHNICIAN

ALBANY CAMPUS

The Automotive Youth Educational Systems (AYES) program is a national auto industry program supported by BMW, GM, Toyota, Audi, Honda, Subaru, SkillsUSA and more.

In this ASE Education Foundation-accredited program, students learn the basics of auto technology and may have the opportunity to work as paid interns at sponsoring auto dealerships. They learn about engines, electrical and computer systems, suspension and brakes and receive an introduction to hybrid vehicle technology. They have the opportunity to earn college credit and work toward an associates degree through Hudson Valley Community College through the University in High School Program.

Students interested in enrolling in AYES must be recommended to the program by an automotive instructor, and complete a transcript review and interview process.

Upon completion of the program, students can earn ASE/EPA 609, SP/2 and ASE certifications. Career-related information can be found at: www.ayes.org.

BUILDING TRADES

ALBANY CAMPUS

Students in the Building Trades program at the Albany campus learn through standardized craft training programs developed by the National Center for Construction Education and Research (NCCER) and gain valuable experience through on- and off-campus projects.

They learn about safety, green construction, reading blueprints along with receiving extensive training in home energy efficiency.

Students who pass the written exams and performance tests gain a portable skill set and may earn NCCER certifications, which are recognized by contractors and employers across the country.

“IT’S INTERESTING TO LEARN STUFF YOU CAN USE. SKILLS THAT YOU CAN USE IN THE REAL WORLD AND GET A JOB WITH...”

- Darrell Deronceray, an AYES senior from Niskayuna
CONSTRUCTION: RESIDENTIAL/HEAVY EQUIPMENT

SCHOHARIE CAMPUS

Opportunities abound for experienced construction professionals and equipment operators. Residential Construction/Heavy Equipment students rotate through three key areas: general construction techniques and tools, preventive equipment maintenance and equipment operation.

They learn through a standardized craft training program developed by the National Center for Construction Education and Research (NCCER).

Students also learn how to operate and maintain backhoes, skid steers and excavators. Work-based experiences, field trips, guest speakers and competitions reinforce hands-on and classroom learning.

Residential Construction/Heavy Equipment students who pass written and performance exams can earn NCCER certifications, which are recognized nationwide by contractors and employers.

Upon completion of the program, they may continue their education through the Commercial Construction/Heavy Equipment program or enter the workforce, apprenticeship programs or college.

This program is the recipient of the Associated Equipment Distributors Foundation Five-year Certificate of Excellence.

COSMETOLOGY

ALBANY CAMPUS & SCHOHARIE CAMPUS

Cosmetology students learn the competencies and skills needed to pass the New York state practical and written licensing exams through a program that meets the state-required 1,000 hours of instruction.

Students attend Cosmetology for two years. There is a mandatory summer program after completion of the first year, to complete a required 120 hours of study. They apply theory and skills, and strengthen competencies through hands-on experiences including a clinic open to the community and a salon internship. Academics are integrated, and students may earn college credits.

CAREER OPPORTUNITIES
- Cosmetology salon or school owner
- Cosmetic or equipment salesperson
- Hair care product salesperson
- Hair colorist/specialist
- Hair stylist
- Makeup artist or demonstrator
- Manicurist/nail technician
- Product educator
- Receptionist/salon manager
- Research technician

UNITS OF STUDY
- Bacteriology
- Decontamination and infection control
- Properties of the hair and scalp
- Shampooing, rinsing, conditioning
- Hair cutting and coloring
- Artistry in hair styling
- Thermal hair styling
- Permanent waving
- Chemical hair relaxing/soft curl permanents
- The artistry of artificial hair
- Manicuring and nail disorders
- Hair removal
- Cells, anatomy and physiology
- Chemistry
- The salon business
- Financial planning

INTEGRATED HIGH SCHOOL CREDITS
- CTE Science (1st year)
- English 12 (2nd year)

COLLEGE ARTICULATION
- Bryant & Stratton
- SUNY Cobleskill
- SUNY Schenectady County Community College

CONSTRUCTION: RESIDENTIAL/HEAVY EQUIPMENT

CAREER OPPORTUNITIES
- Home builder
- Carpenter’s assistant
- Construction equipment operator
- Forestry equipment operator
- Equipment maintenance technician
- Laborer
- Lumber yard worker

UNITS OF STUDY
- Safety
- Hand and power tools
- Blueprints
- Basic rigging
- Basic equipment operation and maintenance
- Residential construction technologies
- Communication and employability skills
- Construction Math

INTEGRATED HIGH SCHOOL CREDITS
- CTE Math

COLLEGE ARTICULATION
- SUNY Alfred
- SUNY Cobleskill
- University of Northwestern Ohio
CRIMINAL JUSTICE

ALBANY CAMPUS & SCHOHARIE CAMPUS

Security, law enforcement and the criminal justice field are central to sound management of public and private enterprise. Open to juniors and seniors, the Criminal Justice program teaches students about the history, theory, practices and recent developments in these professions. They learn about police, court and prison systems, operation of security and protection programs and security procedures in public, commercial and residential settings.

Hands-on learning teaches patrolling and investigative skills, including radio use, note-taking, evidence gathering, and dealing with safety hazards and emergency situations, as well as lifting fingerprints, photographing and diagramming crime scenes. Criminal Justice students also study civil and criminal law. Students completing the program may enter the profession or continue their education at college or law enforcement or protection academies. Those who are 18 or older may test for New York State Security Officer certification.

CAREER OPPORTUNITIES

› Law enforcement officer at local, state or federal levels
› Information technology security manager
› Security or protection system manager
› Court or security officer
› Corrections or environmental officer
› Military police officer
› Bail enforcement agent
› Private investigator
› Forensic technician
› Prosecutor or defense attorney

UNITS OF STUDY

› Security and information technology
› Protection systems technology
› Risk analysis
› Disaster management
› Investigative functions and techniques
› Crime scene investigation
› Criminal procedures and arrest laws
› Court proceedings
› Patrol functions
› Communication skills
› Contemporary issues
› NYS Security Officer certification
› First aid/CPR

INTEGRATED HIGH SCHOOL CREDITS

› CTE Science (1st year)
› English 12 (2nd year)

COLLEGE ARTICULATION

› Bryant & Stratton
› Columbia-Greene Community College
› Fulton-Montgomery Community College
› SUNY Canton
› SUNY Schenectady County Community College

CULINARY ARTS & HOSPITALITY TECHNOLOGY

ALBANY CAMPUS & SCHOHARIE CAMPUS

From prep cook to executive chef and front desk to resort management, the culinary and hospitality industries offer a world of career possibilities.

Learning takes place in the classroom, kitchen, dining room and the Albany campus’ fully functioning, on-site eatery, Café Anders. Students intern at local restaurants, hotels and other businesses and participate in public service events and culinary skills competitions. They also compete for college scholarships.

Culinary Arts and Hospitality Technology is certified as an American Culinary Federation (ACF) ACCESS program and faculty are ACF-Certified Executive Chefs and Certified Chef Educators.

The program follows a National Restaurant Association Educational Foundation ProStart curriculum.

CAREER OPPORTUNITIES

› Cooking: prep cook / line cook pantry / short-order cook / dishwasher
› Baking: Cake decorator / baker / pastry artist
› Dining room: host / waitperson / bus / person / maitre d’
› Business: restaurant owner / front desk / manager / food & beverage manager
› Dining room service
› Food production
› Baking and cake decorating
› Knife skills
› Business Math

INTEGRATED HIGH SCHOOL CREDITS

› CTE Science (1st year)
› English 12 (2nd year)

COLLEGE ARTICULATION

› New England Culinary Institute
› SUNY Alfred*
› SUNY Schenectady County Community College*

UNITS OF STUDY

› Nutrition
› Meal planning
› Sanitation
› Catering

* Anticipated
A team of Capital Region BOCES culinary students finished in the top 11 at the 2018 and 2019 National ProStart Invitationals.

CULINARY ARTS TECH PREP

ALBANY CAMPUS

Culinary Arts Tech Prep enables high school seniors to earn up to 9 credit hours through SUNY Schenectady County Community College (SUNY SCCC), 15 credit hours through Johnson & Wales University (transferable from SUNY SCCC), and certification through the American Culinary Federation (ACF) ACCESS program. Students who take Culinary Arts as juniors may move up to Tech Prep as seniors, or seniors may enroll in Tech Prep as a one-year course.

Students learn in the classroom, kitchen, Café Anders and the dining room. They also participate in public service events and culinary skills competitions. Career & Tech is an ACF Blue Ribbon ACCESS School.

Interested students must submit a transcript and application.

This program is a direct pathway into the culinary program at SUNY Schenectady County Community College.

CAREER OPPORTUNITIES

- Cooking: prep cook / line cook / pantry / short-order cook / dishwasher
- Baking: cake decorator baker / pastry artist
- Dining room: host / waitperson / bus person / maitre d’
- Business: restaurant owner / front desk manager / food & beverage manager

UNITS OF STUDY

- Nutrition
- Meal planning
- Sanitation
- Catering
- Dining room service
- Food production
- Baking and cake decorating
- Knife skills
- Business Math

INTEGRATED HIGH SCHOOL CREDITS

- English 12

COLLEGE CREDITS

(Note: There is a cost per credit for students seeking them)

- SUNY Schenectady County Community College: 3 credits in Food Prep 1, 3 credits in Elements of Baking, 3 credits in Math for Food Service
- SUNY Cobleskill: 4 credits
- New England Culinary Institute: 3 to 9 credits
CULINARY - FOOD SERVICES

ALBANY CAMPUS

Food Services students prepare for a range of positions by learning in a professional kitchen and dining room, as well as in the classroom. Students put their skills to the test with actual customers in school and the community, and job placement assistance is provided.

Students completing Food Services will have valuable, independent living skills and may begin working or advance to the Culinary Arts & Hospitality Technology program.

Food Services is a career studies program for students who want to learn hands-on at a modified pace. The program is designed to meet individualized educational program provisions through challenging, developmentally appropriate career prep experiences. Career Studies programs are taught by teachers with substantial real-world experience in their trades.

CULINARY - FOOD SERVICES

CAREER OPPORTUNITIES
› Cafeteria attendant
› Baker’s assistant
› Prep cook
› Dining room server
› Food service worker

UNITS OF STUDY
› Knife handling
› Cooking methods
› Cash register operations
› Sanitation and safety
› Equipment identification
› Customer relations
› Dining room service
› Food preparation

* Students can earn one credit per year, up to three Career and Tech elective credits over the course of three years.

DIGITAL MEDIA DESIGN

ALBANY CAMPUS

Digital Media Design prepares students for creative careers in web design, multimedia communications, graphic design and other related areas. During the two-year program students develop professional level skills in Adobe software applications. They learn to apply design processes and design theory in order to improve the quality and consistency of their work.

In addition to digital output, the classroom lab provides specialty printing experiences including wide format poster and banner printing, dye sublimation printing on metal, ceramics and textiles as well as t-shirt transfer printing.

Students demonstrate their technical abilities through the Adobe Certified Expert Program. In a two-year period, it is possible for students to earn up to five industry recognized certifications. This combined with work samples provides students with the opportunity to graduate with an impressive portfolio.

For real world experience, students participate in a variety of work-based learning activities designed to provide professional level practice including exposure to the expectations they will encounter in their future employment.

Students completing the program are prepared for rigorous college and post-secondary programs and/or qualified for entry level jobs within the visual communications field.

DIGITAL MEDIA DESIGN

CAREER OPPORTUNITIES
› Web designer
› Digital photographer or videographer
› Graphic designer

UNITS OF STUDY
› Adobe Photoshop
› Adobe Illustrator
› Adobe InDesign
› Web Design
› Interface Design
› Specialty Printing
› Presentations and Critiques
› Design concepts and theory

INTEGRATED HIGH SCHOOL CREDITS
› CTE Math (1st year)
› English 12 (2nd year)

COLLEGE ARTICULATION
› SUNY Schenectady County Community College
› Bryant & Stratton
DIESEL TECH

ALBANY CAMPUS

Diesel Tech students work on late-model trucks and diesel engines to gain knowledge and experience. They learn electrical and electronic theory, which they apply to computerized control systems used on today’s trucks. Students also learn how to service and maintain steering, suspension, chassis and braking systems and are taught about alternative fuels and hybrid vehicles. Students also learn vehicle air conditioning recovery and recycling service procedures and may test for EPA-approved certification.


Diesel Tech at Career & Tech is the only high school-level program in the state to earn certification by the National Automotive Technician Education Foundation/ Institute for Automotive Service Excellence.

ELECTRICAL TRADES

ALBANY & SCHOHARIE CAMPUSES

Experienced electricians are in serious demand. The Electrical Trades program offers students the opportunity to learn basic electrical skills and to progress to the cutting edge of 21st-century green technologies.

Students learn fundamental skills in electrical theory, and through classroom instruction and hands-on shop lessons, they can become successful residential wiring professionals. In each theory class and lab, students construct the circuits discussed, gaining skill and experience as they move from residential into commercial and industrial wiring. The materials, meters and methods used in Electrical Trades give students an in-depth understanding of their field and the knowledge needed to work with the latest environmentally friendly technologies.

Electrical Trades students may earn advanced standing in the National Joint Apprenticeship and Training Committee (NJATC) and International Brotherhood of Electrical Workers (IBEW) programs.

CAREER OPPORTUNITIES

› Diesel engine technician
› Auto/bus/truck technician
› Fleet technician
› Dealership technician
› Heavy equipment technician
› Service manager

UNITS OF STUDY

› Safety and Pollution Prevention
› Engine Mechanical Systems
› Engine Management Systems
› Heating, Ventilation, and Air Conditioning
› Basic Hydraulics Operation and Maintenance
› Basic Electrical Measurements
› Starting and Charging Systems
› Vehicle Electrical/Electronic Systems
› Drive Train Inspections and Maintenance
› Chassis Inspections and Maintenance
› Air Brake, Steering and Suspension Systems
› Hydraulic Brake Systems
› Cab and Body Inspections and Maintenance
› Work Based Learning

INTEGRATED HIGH SCHOOL CREDITS

› CTE Science (1st year)
› English 12 (2nd year)

COLLEGE ARTICULATION

› Hudson Valley Community College
› SUNY Alfred*
› SUNY Cobleskill
› Universal Technical Institute*
› University of Northwestern Ohio
* Anticipated

CAREER OPPORTUNITIES

› Electrician’s assistant
› Residential, industrial electrician
› Locomotive electrician
› Utility company repairer
› Electrical inspector
› Cable television installer
› Construction electrician
› Commercial electrician
› Plant maintenance electrician
› Communications installer
› Electrical materials salesperson
› Crane maintenance technician
› Elevator service and maintenance technician
› Hospital electrician
› Basic estimator
› Traffic signal and street lighting technician

UNITS OF STUDY

› Electrical theory
› Basic blueprints and estimating
› Residential wiring
› Control equipment
› Photovoltaic systems (basic)
› Motors and generators
› Lighting branch circuits and fixtures

INTEGRATED HIGH SCHOOL CREDITS

› Math (1st year)
› English 12 (2nd year)

COLLEGE ARTICULATION

› Hudson Valley Community College*
› NJATC (IBEW)*
› SUNY Delhi*
› SUNY Alfred
* Anticipated
ENTERTAINMENT TECHNOLOGY
CENTER FOR ADVANCED TECHNOLOGY
AT MOHONASEN AND PROCTORS

Explore what happens backstage and in the studios through Entertainment Technology, a program offered in partnership with Proctors in Schenectady.

The program is based in classrooms, a studio theatre and for the senior year Proctors where students experience the world of theatre and film production, hands-on building skills and knowledge. Students learn about the technical aspects of theatre and film production including history, art and design interpretation, scenery, construction and painting techniques, tools and equipment, sound and recording, stage electrics and lighting, costuming and makeup.

Backstage education is complemented by experiences in performance, art, music and practical building trades in a fun and creative atmosphere. Internships and job shadowing advance students’ marketable skills while helping them explore careers.

First-year students can earn credit for integrated science, and second-year students can earn credit for integrated English. Upon completion of the program, students are well-prepared to continue their studies at college or enter the workforce.

This program is a direct pathway into the Entertainment Technology program at Fulton-Montgomery Community College (FMCC).

ENGINEERING TECHNICIAN
CENTER FOR ADVANCED TECHNOLOGY
AT MOHONASEN

To create a steady pipeline of technicians, GLOBALFOUNDRIES, in collaboration with Capital Region BOCES Career and Technical School, will train and prepare students for careers in the US, and around the world, as maintenance technicians, process technicians and production technicians.

Students learn about the semi-conductor industry, as well as clean room protocol, safety, electronics, hand tool usage, automation, tool extraction and repair, valve operation and repair and much more.

Those completing the course are eligible to be interviewed for a position at GLOBALFOUNDRIES.

ENGINEERING TECHNICIAN

CAREER OPPORTUNITIES
› Production technician
› Process technician
› Maintenance technician

UNITS OF STUDY
› Clean room protocol
› Safety
› Electronics
› Hand tool usage
› Automation
› Tool extraction and repair
› Valve operation and repair

INTEGRATED HIGH SCHOOL CREDITS
› English 12
› CTE Math 12

COLLEGE ARTICULATION
› Fulton-Montgomery Community College
› SUNY Canton

ENTERTAINMENT TECHNOLOGY

CAREER OPPORTUNITIES
› Theatre technician
› Lighting/sound technician
› Costumer/costume assistant
› Stage manager/stagehand
› Stage carpenter
› Scenery/set fabricator
› Production manager/assistant
› Performer/director/producer
› Union apprentice
› Theatre/acting coach
› Audiovisual technician/projectionist

UNITS OF STUDY
› History of the stage and theatre spaces, language and terminology
› Theatre safety and procedures
› Drafting and set models
› Staging and set design
› Stage carpentry and set construction
› Scenic painting techniques
› Drops and curtains
› Fly systems and operations
› Theatrical rigging
› Stage electrics
› Lighting instruments, dimmers and controls
› Lighting for productions
› Audio systems and production
› Audio mixing for productions
› Props, design and construction
› Wardrobe and costume production
› Theatrical makeup design and prosthetics

INTEGRATED HIGH SCHOOL CREDITS
› CTE Science (1st year)
› English 12 (2nd year)

COLLEGE ARTICULATION
› Fulton-Montgomery Community College
GAME DESIGN AND IMPLEMENTATION

CENTER FOR ADVANCED TECHNOLOGY AT MOHONASEN

Game Design and Implementation is a two-year program for students interested in the creative worlds of video game design, 3-D modeling, and computer programming. Students learn the history of games from ancient times to present. They create board games, card games and dice games while learning the fundamentals of Game Design. Then students create digital games using Game Maker software, GameSalad and Unity. Students will explore various art concepts during the first year and 3D modeling during the second year. Finally, students will design their own video games in groups as well as create a virtual video game design company.

GAME DESIGN AND IMPLEMENTATION

CAREER OPPORTUNITIES
› Game designer, developer or specialist
› Website or webpage developer
› Graphic designer or specialist
› Animator or illustrator
› Video game tester

UNITS OF STUDY
› The evolution of games
› Game Design
› 2-D game design with Game Maker
› Mobile game design with GameSalad
› Computer programming
› Story line writing
› 3-D game design with Unity
› 3-D modeling with 3D Max Studio
› Business of Video Games
› Special projects

INTEGRATED HIGH SCHOOL CREDITS
› CTE Math (1st year)
› English 12 (2nd year)

COLLEGE ARTICULATION
› Bryant & Stratton* (anticipated)
› Fulton-Montgomery Community College
› SUNY Canton
› SUNY Schenectady County Community College

GLOBAL FASHION STUDIES

ALBANY CAMPUS

Students enrolled in Global Fashion Studies have the opportunity to study creative design and core business concepts while applying them to the world of fashion. Further exploration will include careers in fashion, merchandising, marketing, retailing and e-tailing.

With society’s ever-increasing focus on fashion trends, star apparel and more, this field is perfect for students with strong design skills, a strong imagination or just a desire to stand out. Leadership skills are emphasized along with creativity, problem-solving, writing, communications and presentation skills. In addition, students are exposed to state-of-the-art technology skills used by fashion industry professionals.

Hands-on fashion career exploration is included in all phases of this course. As a college prep program, students may have opportunities to research and visit top fashion colleges during their course studies.

Students will be guided through the development of a fashion trade portfolio showcasing their best work.

Work-based learning opportunities will be available to students to work with local retailers at area shopping malls to learn visual display and merchandising.

After completing Global Fashion Studies, students may start their careers or advance their education at two- or four-year colleges such as Fashion Institute of Technology in New York City, Laboratory Institute of Merchandising in New York City, Mount Ida College in Boston, Herkimer County Community College or Fashion Institute of Design and Merchandising in California.

GLOBAL FASHION STUDIES

CAREER OPPORTUNITIES
› Fashion Merchandiser
› Fashion Buyer
› Production Manager
› Technical Designer
› Visual Merchandiser
› Planner
› Retail Manager
› Stylist/Personal Shopper
› Fashion Designer
› Retail management
› Careers in fashion

INTEGRATED HIGH SCHOOL CREDITS
› CTE Math (1st year)
› English 12 (2nd year)

COLLEGE ARTICULATION
› Bryant & Stratton*
› Herkimer County Community College
› SUNY Buffalo
› The Laboratory Institute of Merchandising, Manhattan
* Anticipated

UNITS OF STUDY
› Fashion drawing
› Hand sewing
› Basic machine sewing
› Dye techniques
› Fabric and garment care
› Fibers and textiles
› Clothing construction
› Pattern making
› Visual merchandising
› Merchandising
MANUFACTURING & MACHINING TECHNOLOGY

CENTER FOR ADVANCED TECHNOLOGY AT MOHONASEN

Manufacturing & Machining Technology was developed in cooperation with local businesses and industries, colleges and professional associations to meet our region’s growing demand for advanced manufacturing professionals.

Students focus on skilled manufacturing, machining and advanced manufacturing, and learn how products are taken from concept to consumer using the latest technology to compete in a global marketplace.

They learn computer-aided design (CAD), engineering drawing and sketching and a number of computer programs used in today’s highly technical manufacturing operations. Students benefit from partnerships with such advanced manufacturers as Greno Industries Inc., GE Energy, Simmons Machine Tool, PVA and Atlas Copco, which offer opportunities for field trips, job shadowing and internships.

MANUFACTURING & MACHINING TECHNOLOGY

CAREER OPPORTUNITIES
› Assembler
› Production technician
› CAD designer
› CNC programmer and machinist
› Machinist
› Inspector

UNITS OF STUDY
› Industrial relations, safety and health
› Geometric dimensioning and tolerancing
› Tools and procedures
› Bench work and layout
› Metal cutting technology
› Drilling machines
› Lathes and milling machines
› Advanced lathe operations
› Advanced milling operations
› Computer Numerical Control operations (CNC)
› Computer-Aided Design
› Computer-Aided Manufacturing
› Metallurgy
› Grinding
› Internships and job shadowing
› Careers and career pathways

INTEGRATED HIGH SCHOOL CREDITS
› CTE math (1st year)
› CTE English 12 (2nd year)

COLLEGE ARTICULATION
› Hudson Valley Community College
› SUNY Alfred
› SUNY Canton

HEATING, VENTILATION, AIR CONDITIONING & REFRIGERATION (HVAC/R)

ALBANY CAMPUS

The Heating, Ventilation, Air Conditioning and Refrigeration (HVAC/R) program gives students a solid career foundation. The HVAC/R field offers job opportunities that outnumber qualified professionals (visit www.BLS.org and search “HVAC” for more information).

In a state-of-the-art classroom, students are prepared to test for federal Environmental Protection Agency (EPA) certification, which is required to work in the industry. Career information is available at www.ari.org, www.acca.org, and www.rses.org.

HEATING, VENTILATION, AIR CONDITIONING & REFRIGERATION (HVAC/R)

CAREER OPPORTUNITIES
› Service technician
› Business owner
› Salesperson
› Plant utilities assistant
› Plant utilities engineer
› Factory representative
› Distributor representative
› Maintenance supervisor
› Installer
› Specifying engineer
› Service manager

UNITS OF STUDY
› Warm-air furnaces
› Steam and hot-water boilers
› Gas burners, oil burners and controls
› Air conditioning
› Heat pumps
› Refrigeration
› Electrical controls

INTEGRATED HIGH SCHOOL CREDITS
› CTE Science (1st year)
› English 12 (2nd year)

COLLEGE ARTICULATION
› Hudson Valley Community College*
› SUNY Canton
› SUNY Delhi*
› University of Northwestern Ohio
* Anticipated
NEW VISIONS: HEALTH CAREERS

OFF CAMPUS

The New Visions Health Careers program is a one-year, honors-level course that is designed for high school seniors interested in a career in medicine. This is a competitive, rigorous, immersion-based program located at St. Peter’s Hospital and Ellis Medicine. Students obtain up to 130 observation hours in over 30 different clinical rotations. Clinical rotations take place at their respective hospitals and several off-site clinics throughout the region. Students learn about different health related careers and career opportunities through clinical rotations, guest speakers, medical grand rounds, and field trips. As a result, students form a clearer vision of their college and career goals by acquiring first-hand knowledge of the day-to-day demands and rewards of various health care professions. The course provides an integrated curriculum that covers the subject areas of bioethics, anatomy and physiology, public health policy, economics of healthcare and explores the role of government in health care.

Albany College of Pharmacy and Health Sciences Scholarship

The Albany College of Pharmacy and Health Sciences (ACPHS) offers a New Visions Scholarship, totaling $10,000 and guaranteed for a maximum of four years. High school seniors who enroll at ACPHS and have completed the New Visions Health Careers program will automatically receive this $2,500 award annually.

NEW VISIONS: HEALTH CAREERS

CLINICAL ROTATIONS

(Includes, but are not limited to the following)

- Cardiac Services
- Physical Therapy
- Ambulatory Services
- Emergency Department
- Respiratory Therapy
- Sleep Center
- Clinical Nutrition
- Pharmacy
- Dental Center
- Perfusion
- Orthopedics
- Patient Registration
- Laboratory Medicine
- Anatomical Pathology
- Operating Room
- Medical Imaging
- Labor and Delivery
- Pediatrics

HIGH SCHOOL CREDITS

- English 12 Honors: 1 credit
- Participation in Government Honors: 1/2 credit
- Economics Honors: 1/2 credit
- Introduction to Medical Science: 1 credit
- Health Policy & Careers: 1 credit

COLLEGE ARTICULATION

- Bryant & Stratton
- Maria College
PET TECH

ALBANY CAMPUS

Pet Tech is a program designed for students who are interested in working with small domestic animals to learn basic care. Skills taught include pet grooming, care and best practices for boarding animals. Students also learn about customer service, written and spoken communication, office and computer skills, phone etiquette, budgeting and money management, inventory and ordering, advertising, basic accounting and business math — all skills necessary to operate in a business and retail setting. Pet Tech also builds skills in problem-solving and organizing and provides challenging, developmentally appropriate career prep experiences.

CAREER OPPORTUNITIES

› Dog day care assistant
› Pet sitter
› Dog walker
› Kennel attendant

UNITS OF STUDY

› Animal feeding
› Nutrition
› Cleaning of equipment
› Maintaining proper living spaces
› Animal monitoring
› Recording of diet, physical condition, and behavior
› Basic animal examinations for signs of illness or injury
› Animal exercise
› Animal bathing and grooming needs
› Basic animal training and obedience
› Pet care and pet sitting business essentials

* Students can earn up to three career and tech elective credits.

RETAIL & OFFICE SERVICES

ALBANY CAMPUS

This program is designed for students who are interested in working with others in an office, retail or customer service setting and want to learn basic, business-related skills. Students learn about customer service, written and spoken communication, office and computer skills, budgeting and money management, inventory and ordering, advertising, basic accounting and business math.

Retail & Office Services students also build skills in problem-solving, organizing, business and telephone etiquette and working as a team. They rotate through internships in retail and office locations. They work hands-on and as a team at the Campus Store and in the classroom. By gaining experience during class and in the field, students are well-prepared to get a job and keep it. They benefit both personally and professionally. Retail & Office Services is a career studies program for students who want to learn hands-on, at an alternative pace. The program provides challenging, developmentally appropriate career prep experiences.

CAREER OPPORTUNITIES

› Students completing this program may seek employment in office, retail or other professional settings or continue their education as adult students.

UNITS OF STUDY

› Entry-level business, retail and office skills
› Customer service and basic business communication skills
› Keyboarding and Microsoft Office
› Cash register operation
› Inventorying and ordering
› Money management, budgeting and business accounting
› Marketing and advertising
› Basic office equipment
› Employability skills and workplace learning

* Students can earn up to three career and tech elective credits.
STERILE PROCESSING TECHNICIAN
CENTER FOR ADVANCED TECHNOLOGY AT MOHONASEN

Sterile processing technicians decontaminate, inspect, package and sterilize equipment and devices used in the health care environment. These items range from complex devices to simple, hand-held surgical instruments.

Sterile Processing Technicians serve a vital role in the health care industry, combating the spread of hospital-borne illnesses, as well as diseases.

Sterile Processing Technicians find employment in hospitals, ambulatory surgical centers, medical laboratories, birth centers and other facilities where sterilized equipment is needed.

UNITS OF STUDY
- Infection control practices
- Decontamination and sterilization guidelines
- Microbiology
- Anatomy
- Medical terminology and surgical procedures
- Material management functions

INTEGRATED HIGH SCHOOL CREDITS
- CTE Science
- English 12 (2nd year)

COLLEGE ARTICULATION
- Bryant & Stratton
- Maria College

NETWORK CABLING TECHNICIAN/SMART HOME TECHNOLOGY
ALBANY CAMPUS

Every building in America is wired with either traditional copper wire or the newer fiber optic cable. As society becomes more and more reliant on instantaneous communication and data retrieval, the importance of this wire and cable grows.

Network cabling technicians are the men and women who install the networks, wires and cables that connect computers, telephones, and energy management systems. The Network Cabling Technician/Smart Home Technology program utilizes C-Tech, an international workforce development company specializing in curriculum development, to provide industry recognized certificates. Using those certificates, students can begin careers in telecommunication, audio/visual and telephone industries, or have a head start on careers as they pursue further education.

Additionally, this program includes training in wireless systems and antenna installation which is crucial to the roll-out of 5G across America.

UNITS OF STUDY
- Introduction to Telecommunications
- Network Cabling: Copper
- Network Cabling: Fiber
- Network Bonding and Grounding
- Energy Management and Smart Home Technologies
- Wireless Systems and Antenna Installation
- Telephone Systems and Voice over IP
- Home Entertainment Systems

INTEGRATED HIGH SCHOOL CREDITS
- CTE Math (1st year)
- English 12 (2nd year)

COLLEGE ARTICULATION
- SUNY Schenectady County Community College

*This program provides multi-certificate options therefore, it would be appropriate for a senior to take this course as a one-year program.
TWO-YEAR SEQUENCE OF HEALTH CAREERS

A ONE-YEAR OR TWO-YEAR COURSE OPTION
ALBANY AND SCHOHARIE CAMPUSES

With double-digit job growth forecast across the nurse assistant, home health aide, personal care assistant and direct support professional careers, this is a great program for someone looking to get into the healthcare industry! Students can take courses both their junior and senior years or take just a one-year program to earn certification as a Direct Support Professional (DSP), Home Health Aide (HHA), Personal Care Aide (PCA) or a separate one-year program to earn certification as a Certified Nurse Assistant (CNA). Through both plans students will earn American Heart Association BLS/CPR and First Aid certifications while also gaining valuable hands-on experience in area healthcare and direct support facilities. Below is the breakdown of how the sequences works:

**CERTIFIED NURSE ASSISTANT - YEAR ONE SEQUENCE**

Students learn total patient care through training in the classroom and off campus. They prepare to take the Certified Nurse Assistant examination (Prometric) that qualifies CNAs to work in any nursing home in New York state. Students complete 108 hours of clinical work in a nursing home.

**DIRECT SUPPORT PROFESSIONAL/HOME HEALTH AIDE/PERSONAL CARE AIDE – YEAR TWO**

Students will learn through clinical training and classroom preparation how to provide valuable skills in conjunction with professional nurses in a home health care setting. Services range from health-related tasks such as obtaining vital signs to doing laundry, personal care and housekeeping. Students will complete 108 hours in a clinical setting.

New for the 2020-21 school year, students will also learn about the burgeoning demand for DSPs. These professionals assist people with developmental disabilities of all ages and ability levels. Students learn the skills necessary for a career that’s all about helping people with developmental disabilities live fulfilling lives. Students gain such important skills as putting people first; developing positive relationships; being professional; supporting the health and safety of a person with a developmental disability; assisting them in their needs for life at home and being active members of their community; the health and safety of a person with a developmental disability; assisting them in their needs for life at home and being active members of their community.

CAREER OPPORTUNITIES

- Certified Nurse Assistant (CNA)
- Home Health Aide (HHA)
- Personal Care Aide (PCA)
- Rehabilitation aide
- Hospice companion
- Direct Support Professional (DSP) in a group home, apartments, or in a person’s home, as well as in a community-based day setting
- Direct Support Professional who assists people to gain their independence through career exploration

UNITS OF STUDY

**YEAR ONE**

- Introduction to nurse assistance
- Scientific principles
- Basic human needs and communication
- Infection control practices
- Safety and mobility
- Measuring and recording vital signs, height & weight
- Patient care and comfort measures
- Principles of nutrition
- Body systems, common disorders and related care procedures
- Expanded role of the nurse
- Response to basic emergencies
- Employment and career opportunities

**YEAR TWO**

- Medication administration
- Introduction to pharmacology
- Growth and development Introduction to direct support professional, home health aide and personal care aide
- Scientific principles
- Basic human needs and communication
- Infection control practices
- Safety and mobility
- Measuring and recording vital signs, height & weight
- Client care and comfort measures

INTEGRATED HIGH SCHOOL CREDITS

- CTE Science (CNA year)
- English 12 (DSP/HHA/PCA year)

COLLEGE ARTICULATION

- Bryant & Stratton
- Maria College
- SUNY Schenectady County Community College
WELDING & METAL FABRICATION
ALBANY CAMPUS & MOHONASEN CENTER FOR ADVANCED TECHNOLOGY

Welding & Metal Fabrication students learn the skills and techniques necessary for success in a career that values well-trained, experienced workers. They learn shielded metal arc welding (SMAW); (MIG), oxy-fuel cutting and tungsten inert gas (TIG) welding, plasma cutting and oxy-fuel cutting.

They also learn about the operation of welding and metal fabrication machinery, blueprint reading and shop theory.

Upon completion, students are prepared to seek employment or proceed with more advanced training at a technical school or college. Career information may be found at www.aws.org.

WELDING & METAL FABRICATION

CAREER OPPORTUNITIES
› Orbital welding technician
› TIG welder
› Sheet metal fabricator
› Pipe fitter/welder
› Ornamental ironworker
› MIG welder
› Structural welder/Iron worker
› Production welder
› Quality control/welding inspector
› Boilermaker

UNITS OF STUDY
› Shielded metal arc welding
› Gas tungsten arc welding
› Oxyfuel welding
› Plasma arc cutting
› Sheet metal layout and development
› Fabrication procedures
› Gas metal arc welding
› Flux cored arc welding
› Automated Orbital GTAW

INTEGRATED HIGH SCHOOL CREDITS
› CTE Science (1st year)
› English 12 (2nd year)

COLLEGE ARTICULATION
› Alfred State*
› SUNY Canton
› SUNY Delhi*
* Anticipated

VOCATIONAL TRAINING & TRANSITION
ALBANY CAMPUS


The Vocational Training & Transition program at the Albany campus provides students with the opportunity to put all of the pieces together and start building a future. Students discover their strengths, build self-esteem and gain confidence in their abilities.

At the same time, they receive training with an emphasis on job-related skills, leadership and organizational skills, and decision-making skills.

Students have the opportunity to apply their knowledge and skills at local businesses, including Crossgates Mall and Price Chopper.

The Vocational Training & Transition program is a career studies program for students who want to learn hands-on at a modified pace. The program is designed to meet individualized educational program provisions through challenging, developmentally appropriate career prep experiences.

VOCATIONAL TRAINING & TRANSITION

CAREER OPPORTUNITIES
› Students completing this program may seek employment or continue their studies as adult students.

UNITS OF STUDY
› Workplace values
› Communication skills
› Cooking skills
› Sanitation and workplace safety
› Basic office equipment
› Basic food preparation
› Recycling
› Warehouse operations
› Courier and mail room practices

* Students can earn up to three career and tech elective credits.
OFF CAMPUS

In an effort to provide students with the widest variety of career and technical education opportunities, Capital Region BOCES and Questar III BOCES (Rensselaer/Columbia/Greene counties) are accepting students in programs offered solely by each BOCES. The following programs are available at Questar III BOCES for students in the Capital Region BOCES region.

For more information on the programs, please visit www.questar.org.

**New Visions: Science, Technology, Engineering & Math (STEM)**

*For high school seniors only*

STEM students are at the forefront of technology in all fields. They explore careers that combat world hunger, rescue the environment, save thousands of children from fatal diseases, and help millions of people live more comfortable and productive lives. Students study how to implement state-of-the-art science as they explore the world of technology and engineering.

Located at Rensselaer Polytechnic Institute (RPI) in Troy, students participate in laboratory experiments and interact with scientific professionals.

**New Visions: Scientific Research & World Health**

*For high school seniors only*

Gain a worldwide perspective on health while learning how scientific and mathematical principles are applied to promote health and prevent disease. Located at the University at Albany’s Health Sciences Campus in East Greenbush, students learn in health-focused research environments. The program integrates rigorous academics with hands-on experiences. Students observe, interact with and learn from professionals conducting research and practicing public health in the community.

**New Visions: Visual & Performing Arts**

*For high school seniors only*

This program provides opportunities to explore a wide array of careers in the visual and performing arts. Based at The Arts Center of the Capital Region in Troy, the program blends an integrated curriculum in college-level English, music, art, theatre and film studies with hands-on experience in a creative academic environment.

Students participate in both workshops and classroom instruction. They also gain valuable insights into career options by working directly with local visual and performing artists, such as jewelry designers, photographers, dancers and actors and through visiting art galleries and attending live theater productions.

**Pathways in Education**

*For high school seniors only*

Based at the University at Albany, this program prepares students for a career in the field of education. Along with the college coursework, this program incorporates hands-on experiences including observations, shadowing, and internship experiences with a variety of inspiring professionals in the field of education. Students will also have mastery of the content needed to obtain a NYS Level 1 Teaching Assistant certification for immediate employment.

**Alternative Learning Program**

*For high school seniors only*

This program offers options for students who are in danger of not completing high school, who have difficulty with attendance, grades or motivation, who have faced behavioral challenges leading to the potential for suspension or need assistance to pass Regents exams required for graduation.
EQUIVALENcy DIPLOMA FOR HIGH SCHOOL STUDENTS

High School Equivalency (HSE) prepare adults over the age of 16 for the Test Assessing Secondary Completion (TASC) diploma exam. Adult learners will receive classroom instruction that focuses on self-paced learning and individualized lessons language arts, reading, writing, math, social studies and science. Enrollment is continuous, and students can test when they are ready and classes are offered throughout the capital district.

ENGLISH AS A NEW LANGUAGE

Capital South Campus
20 Warren Street, Albany, NY 12202.

Non-native English speakers who wish to improve their English skills can enroll in our English-as-a-Second Language program. Classes are provided to help improve reading, writing, listening, and speaking skills. Classes are free to students age 16 years or older.

POST-HIGH SCHOOL

VARIOUS CAMPUSES

The Capital Region BOCES Adult Education program provides the next step in the education ladder for some students after they graduate high school.

Building Trades

Opportunities are skyrocketing for those with a knowledge of the construction industry. In this 400-hour adult education course, students learn the skills necessary to build themselves a solid future through a training program developed by the National Center for Construction Education and Research (NCCER).

Students will also receive Occupational Safety and Health Administration (OSHA) 10-hour certification and National Center for Construction Education and Research (NCCER) Carpenter Certification.

Electrical Trades

Get hands-on experience learning to repair, install, maintain and troubleshoot residential and commercial electrical wiring systems along with switches and controls.

A 150-hour Residential Electrical course is offered in the fall and a separate 150-hour Commercial Electrical course is offered in the spring. These courses are taught by experienced electricians, and will provide adults with fundamental skills and training. Students can take one or both courses.

Forklift Operator

This course provides classroom and hands-on training necessary to earn an “Operator’s Permit Card,” as required by the Occupational Safety and Health Administration (OSHA). This card lets potential employers know that you have achieved a basic level of knowledge and competency with regard to forklift operation.

Students must be 18 years or older to take the course and attend both days of the course to earn certification. It’s also recommended that they have a valid driver’s license.

Front End Web Development

Adults can learn the coding and technical skills necessary to build websites through hands-on practice, tutorials, assignments, as well as individual and group assignments. Through lecture and individual assignments, students will establish solid foundations in key tools of front end development. Participants will learn: HTML, CSS, Bootstrap, jQuery, JavaScript/jQuery, Collaborative workplace/ version control tool Github and much more.

Albany Can Code Front End Web Development Certification is awarded to program completers!

HVAC/R Certification & Training Program

Career opportunities abound for certified Heating, Ventilation, Air Conditioning and Refrigeration (HVAC/R) technicians. Capital Region BOCES Career & Technical School’s 500-hour HVAC/R Certification & Training program provides adult students with the education, training and experience needed to earn valuable national certifications, such as the Federal Environmental Protection Agency (EPA) and the 10-hour OSHA certifications.

The program offers adult students a convenient location at Career & Tech’s Albany (Colonie) campus and a schedule suited to their needs. Graduates have advanced their careers with regional employers, including Northeast Heating & Cooling.

Welder Training Program

The program for adult learners teaches the welding skills employers need and provides workers with the right specializations and certifications to meet the demands of today’s competitive jobs. This 500-hour training and program prepares individuals for careers in welding. Education for both the future workforce and the advancement of skills for existing welders is an integral part of the Welder Certification program. The curriculum combines hands-on technical training, supporting classroom lessons in weld theory and on-line practice modules.

Students can obtain New York Department of Transportation (DOT) certification. Upon successful completion, students will earn the following national credentials:

• Department of Transportation (DOT) Certification.
• Occupational Safety and Health Administration (OSHA) 10-Hour Construction Safety Card.
HEALTH CAREERS
FOR ADULT STUDENTS

ALBANY CAMPUS

The demand for educated health care professionals is growing exponentially as our society ages. A wide range of rewarding career opportunities are available in our region and nationwide. The Capital Region BOCES Health Careers Center, established in 2009, is dedicated to adult learners’ personal and professional needs and features classrooms, labs and offices focusing on health careers education.

Direct Support Professional/Certified Nurse Assistant/Home Health Aide/Personal Care Aide

New Students will learn through clinical training and classroom preparation how to provide valuable skills in conjunction with professional nurses in a home health care setting. Services range from health-related tasks such as obtaining vital signs to doing laundry, personal care and housekeeping. Students will complete 108 hours in a clinical setting.

New for the 2020-21 school year, students will also learn about the burgeoning demand for DSPs. These professionals assist people with developmental disabilities of all ages and ability levels. Students learn the skills necessary for a career that’s all about helping people with developmental disabilities live fulfilling lives.

Students gain such important skills as putting people first; developing positive relationships; being professional; supporting the health and safety of a person with a developmental disability; assisting them in their needs for life at home and being active members of their community; the health and safety of a person with a developmental disability; assisting them in their needs for life at home and being active members of their community.

CAREER OPPORTUNITIES
› Certified Nurse Assistant (CNA)
› Home Health Aide (HHA)
› Personal Care Aide (PCA)
› Rehabilitation aide
› Hospice companion
› Direct Support Professional (DSP) in a group home, apartments, or in a person’s home, as well as in a community-based day setting
› Direct Support Professional who assists people in gaining their independence through career exploration

COLLEGE ARTICULATION
› Maria College

Practical Nursing

Nursing is one of the nation’s fastest growing and highest-demand jobs, offering ambitious men and women a challenge with many rewards. The Practical Nursing for Adult Students program encompasses 1,100 hours of classroom and clinical study and offers both full-day and part-time study programs. Students learn about all levels of patient care, and they participate in hands-on, supervised clinical experiences at local health care facilities. Upon completion, they are prepared to take the National Council Licensure Examination to become Licensed Practical Nurses. The program also provides a solid foundation for college. Satisfactory completion of an entrance exam is required of all students enrolling in Practical Nursing.

CAREER OPPORTUNITIES
› Hospital staff nurse (surgery, cardiac, neuroscience, pediatrics, rehabilitation)
› Occupational health nurse
› Nursing home nurse
› Physician’s office or clinic nurse

COLLEGE ARTICULATION
› Ellis Medicine, Belanger School of Nursing
› Hudson Valley Community College
› Maria College
› New York state LPN-to-RN Articulation Model
› Samaritan School of Nursing
› Memorial School of Nursing
› Excelsior College

DID YOU KNOW?

Did you know? Adults in most programs find employment even before they graduate from BOCES!
Sterile Processing Technician

Sterile Processing Technicians are on the front lines in the war against germs and are essential in keeping health care environments safe for patients. These technicians decontaminate, inspect, package and sterilize equipment and devices used in the health care environment. These items can range from complex medical devices to simple hand-held surgical instruments and are essential to patient care and successful patient outcomes.

Sterile Processing Technicians find employment in hospitals, ambulatory surgery centers, medical laboratories, birth centers and other facilities where sterilized equipment is needed. They must be knowledgeable about infection control practices, decontamination and sterilization guidelines and protocols, microbiology, anatomy, medical terminology and surgical procedures and various material management functions.

CAREER OPPORTUNITIES
› Ambulatory Surgical Centers
› Hospital processing technician
› Manufacturer representative
› Oral surgery centers
› Veterinary hospitals

COLLEGE ARTICULATION
› Maria College
› Bryant & Stratton

CAPITAL REGION BOCES PREPARES STUDENTS FOR COLLEGE AND CAREER

Taking classes at Capital Region BOCES Career and Technical School gives students lifelong skills — whether they pursue careers or college after graduating.

CAREER AND TECH STUDENTS LEARN:
• Responsibility: To be prepared and ready to learn.
• Work ethic/professionalism: To consistently demonstrate positive work habits by completing assigned tasks on time and as instructed. Students also learn to regularly maintain a clean, safe and productive work environment and to prepare themselves for work with proper dress and hygiene.
• Interpersonal skills: To consistently demonstrate positive interaction skills and to respond appropriately to their peers, bosses and customers.
• Teamwork: To consistently work collaboratively and cooperatively with others.
• Response to supervision: To respond to supervision positively and to accept constructive feedback.
• Problem solving: To regularly explore all options and consider all alternatives when solving problems independently.
• Time management: To consistently meet assigned deadlines and manage multiple tasks and projects with minimal supervision.
• General workplace technology skills: To demonstrate the proper use of information technology with minimal support.
• Language skills-oral communication: To consistently speak clearly and effectively and to demonstrate an understanding of the audience’s needs.
• Language skills (reading/writing): To demonstrate entry-level literacy skills and comprehend written material, including work-related documents. Students must also write clearly for a multitude of audiences.
CAREER CLUSTERS

The nearly three dozen programs Career and Tech offers students can be divided among eight different career clusters. A career cluster is a group of jobs and industries that are related by skills or products. The federal government identifies 16 career clusters; our programs are divided among the clusters we provide as follows:

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WHY CHOOSE CAREER & TECH?
Capital Region BOCES Career & Technical School is a great place to learn, build experience and explore a career before entering college, a technical school, the military or the workforce.

Career & Tech is different from a traditional high school. It’s a place where students really connect their studies to real-world understanding — and success!

AT CAREER & TECH, YOU CAN:
- Enter a career pathway and immerse yourself in a profession or trade by spending a half-day learning hands-on and gaining experience.
- Earn credit not only for a career and technical education subject, but also for integrated academic courses such as math, science and English 12.
- Better understand — and even enjoy — academic subjects by learning them in the context of something that interests you.
- Earn college credit and valuable career certifications while still in high school, saving time and money.
- Learn from New York State-certified teachers who are experts in their career fields.
- Learn not only in classrooms and labs equipped with the latest technology, but also through field trips, guest speakers and work-based experiences.
- Sharpen all of your skills and gain a competitive advantage in a career, college and your future!

BUSINESS AND EDUCATION PARTNERSHIPS
Hundreds of representatives of business, industry and secondary and higher education serve on our school’s business and education partnership advisory committees and work closely with our faculty and staff. They help our school stay apprised of employment needs and trends, keep course offerings current and develop new programs. Committee members also provide students and alumni with valuable opportunities for job exploration, shadowing, internship, apprenticeship and part- and full-time employment.