DUAL ENROLLMENT
INDUSTRIAL TECHNICIAN
COHORT APPLICATION

Industrial Technician
One-year Certificate of Applied Science (CAS) Program

Job Description and Occupational Outlook:
The modern United States economy, along with the rest of the world, is reliant on the tremendous power of machinery, automation, and technology. However, there’s a major question: who keeps all the equipment running?

Being an Industrial Technician at Great Falls College MSU means having practical, hands-on experience with hydraulics, pneumatics, machining, electricity, and mechanical maintenance that lead to both challenging and rewarding careers. Essentially, if things need fixed, you can bet that our graduates can troubleshoot them.

Do you know what aviation, manufacturing, health care, energy, and entertainment industries have in common? Equipment breaks. This means that Industrial Technicians have the ability to explore jobs in nearly all sectors of the economy, making them extremely attractive to employers.

Industrial Technician CAS Curriculum Outcomes:

**GRADUATES ARE PREPARED TO:**
- Demonstrate effective oral and written communication skills appropriate to the welding industry.
- Demonstrate measuring methods and apply mathematical concepts to solve problems.
- Identify and practice safe workplace habits.
- Demonstrate familiarity with basic electrical tools and the ability to troubleshoot a basic electrical system.
- Demonstrate familiarity with basic mechanical tools and the ability to repair a basic mechanical system.
- Demonstrate a basic understanding of hydraulic and pneumatic systems.
- Develop and practice professional standards of workplace communication and interpersonal skills.
- Demonstrate an understanding of motor control circuits and how they operate.
- Identify and use specific tooling used in machining process.
- Demonstrate a basic understanding of programmable logic controllers.

Cohort information and Important Dates:
While there is no formal application to become a member of the Industrial Technician Cohort, only 12 spots are available in the program. Applications are accepted on a first come, first serve basis. Students enrolling in the cohort will be considered before students taking 1-2 classes in this area.

Applications for Dual Enrollment are due by **5pm on Wednesday, August 16**.

Cohort Information:
Classes for the Fall 2023-Spring 2024 cohort will be held on campus from **11:30 a.m. to 5:00 p.m. Monday-Friday**.
Class list can be found on Page 3 of the application packet.
- Fall semester is August 21, 2023-December 15, 2023
- Fall break: October 16-20, 2023
- Spring semester is January 8, 2024-May 3, 2024
- Spring break: March 4-8, 2024
ELIGIBILITY CHECKLIST - PLEASE CAREFULLY REVIEW AND CHECK EACH BOX BEFORE TURNING IN YOUR PACKET:

☐ I am (1) at least 16 years of age or a high school junior AND (2) enrolled at a high school that has a current dual enrollment agreement with Great Falls College MSU.

☐ I understand that as part of this cohort, classes are Monday-Friday on campus from as early as 11:30am until 5pm.

☐ I understand that only college courses numbered 100-level and above are eligible for dual credit. Additionally, priority for on-line and on-campus courses is given to degree seeking Great Falls College MSU students; there is no guarantee that requested courses will be available.

☐ I understand that if I plan to enroll in Math, Writing, and/or Science courses, I need to either:
  ✓ Attach proof of required placement scores (ACT, SAT, or Accuplacer) OR
  ✓ Make arrangements to take the Accuplacer (can be scheduled through Great Falls College MSU Testing Center http://students.gfcmsu.edu/testing/guidelines.html or (406) 268-3711).

☐ All enrollment forms have been carefully reviewed and signed by:
  ✓ Me (the student) AND
  ✓ My Parent/Guardian AND
  ✓ My High School Counselor.

ONCE YOU’RE ACCEPTED AND ENROLLED IN CLASSES AT GFC MSU:

1. **You will receive** an official Welcome Letter notifying you of your acceptance to Great Falls College MSU, providing you with your Student ID and dual enrollment class schedule, and directing you to the next steps.

2. **You will receive** an email notification from Great Falls College MSU eLearning Department explaining how to use your online account and our on-line learning platform (D2L/Brightspace).

3. **You may receive** a bill in the mail from Great Falls College MSU Student Accounts Office:
   - Students enrolling in dual enrollment courses are eligible for two free courses (up to six credits) through the 1-2-FREE Program (Implemented Fall 2018).
   - Any additional dual enrollment courses are billed at 50% of regular tuition costs. Dual enrollment students are exempt from all mandatory fees but may be assessed course/program fees.
   - If a bill is assessed for dual enrollment courses, students will receive it by mail. Payment of all dual enrollment costs is required at the start of term. Dual enrollment students are responsible for complying with applicable campus payment policies, procedures, and methods.

OTHER IMPORTANT INFORMATION

**Release of Information**
The Dual Credit Program is a joint program between Great Falls College MSU and your high school. As a joint program, the college and your high school have determined that it is administratively necessary for enrollment, attendance, and grades earned in college courses be shared with your high school. No academic information from Great Falls College MSU will be released to your parents/guardians unless you expressly consent to such disclosure via the **Release of Information** section on the Registration Form. Additionally, for high school students taking college-credit only courses, the college will not release information to your parents/guardians unless you expressly consent to such disclosure via the **Release of Information** section on the Registration Form.

**Disability Services**
Great Falls College MSU can provide accommodations for students with documented disabilities. If you require accommodations, please submit a written request to Disability Services. More information can be found at http://students.gfcmsu.edu/disabilityservices/

**Policies, Procedures & Deadlines**
Dual credit students are subject to the college’s official timelines, catalog, policies, and procedures. It is important to note the procedure for adding, dropping, or withdrawing classes. Find out more information at http://admissions.gfcmsu.edu/dualenrollment/
Dual Enrollment Industrial Technician Cohort Application for Admission

(You must submit this application if this is the first time you are applying for dual enrollment OR you are not currently enrolled in dual credit classes. Admission using this application does NOT constitute permanent or regular admission to the college.)

Applying for which term: [ ] Fall [ ] Spring [ ] Summer Year: ________

Personal Information—REQUIRED

Full Legal Name: ___________________________ ___________________________ ___________________________

Last First Middle

Date of Birth: _____/_____/_____

Social Security Number: ___________________________

*Provision of the SSN is voluntary & used to distinguish individuals of the same or similar names

Mailing Address: ___________________________ City: __________ State: _____ Zip: ______

Permanent Address: ___________________________ City: __________ State: _____ Zip: ______

E-mail: ___________________________ Phone: ___________________________ Cell: __________________

Country of Citizenship: ___________________________

If not U.S., are you a permanent resident alien of the U.S.? Yes No

Name of High School or Home School: ___________________________

Expected Graduation Year: ________

Voluntary Statistical Information

Montana institutions of higher education using this application do not discriminate in admission or the provision of services nor employment policies on the basis of race, gender, national origin, marital status, creed, religion, color, age or physical or mental handicap. Providing the following information requested by this section is voluntary and the information provided is for statistical analysis only

Gender: ☐ Male ☐ Female

Ethnicity: ☐ Hispanic or Latino ☐ Not Hispanic or Latino

Indicate all races that apply:

☐ American Indian or Alaskan Native (primal tribal affiliation and reservation)

☐ Asian (country of origin)

☐ Black or African American

☐ Hawaiian or Pacific Islander

☐ White

*If other, please specify: ___________________________

Safety & Security Questions—REQUIRED

An affirmative response to any of these questions will not automatically prevent admission, but you will be asked to provide additional information. This information will be reviewed by a campus committee to ensure campus safety. Any falsification or omission of data may result in a denial of admission or dismissal.

Have you ever been convicted of a felony? (Please include instances of deferred sentencing) ☐ Yes ☐ No

Have you ever been subjected to court-ordered confinement for threatening or causing physical or emotional injury to persons or property? ☐ Yes ☐ No

Have you ever been disciplined, suspended from, or placed on probation at any education institution for non-academic reasons? ☐ Yes ☐ No

Have you ever been required to register as a sexual or violent offender? ☐ Yes ☐ No

I hereby certify that to the best of my knowledge the foregoing information is true and complete without evasion or misrepresentation. I understand that if it is later found otherwise, it is sufficient cause for rejection or dismissal. If my application for admission is approved, I agree to abide by the present and future rules and regulations, both academic and nonacademic, and the scholastic standards of the appropriate institution, its colleges, schools, departments and institutes, including but not limited to those rules, regulations and standards stated in the catalog. I further acknowledge that if I fail to adhere to these regulations or meet these requirements, my registration may be canceled.

Applicant’s complete legal signature: ___________________________

Notice of Nondiscrimination: It is the policy of the Office of the Commissioner of Higher Education that there will be no discrimination or harassment on the grounds of race, color, sex, marital status, religion, national origin, age, sexual orientation, or disability in any educational programs, activities, or employment. Persons having questions about equal opportunity and nondiscrimination should contact the Office of the Commissioner of Higher Education MOA Coordinator at kbrooke@montana.edu
Dual Enrollment Industrial Technician Cohort Registration Form

(This form must be submitted each semester of intended enrollment. If you did not enroll in dual credit classes in the previous semester, you must also submit the Application for Admission in addition to this form.)

Applying for which term: [ ] Fall [ ] Spring [ ] Summer Year: __________

Personal Information REQUIRED

Full Legal Name: _______________________________

Last First Middle

Student ID#: ________________________________ Date of Birth: ________________________________

*You will have a Student ID if you have previously been enrolled at Great Falls College MSU

Mailing Address: ______________________________ City: __________ State: _____ Zip: _______

Permanent Address: __________________________ City: __________ State: _____ Zip: _______

E-mail: _______________________________________ Phone: ____________________ Cell: __________

Name of High School or Home School: __________________________ Expected Graduation Year: __________

Name of high school guidance counselor: __________________________

Release of Information REQUIRED

The college and your high school have determined that it is administratively necessary for enrollment, attendance, and grades earned in college courses be shared with your high school. No academic information from Great Falls College MSU will be released to your parents/guardians unless you consent to such disclosure below.

I hereby authorize Great Falls College MSU to discuss and/or release the following information to my parent(s)/guardian(s) as designated below: Please check the appropriate boxes below.

[ ] Grades [ ] Attendance [ ] Conduct
[ ] Bills [ ] Enrollment [ ] Health or Safety Information

[ ] Additional Information: ______________________________________________________________________________

Name of designated parent(s)/guardian(s): ____________________________________________

Student signature __________________________ Date of Authorization: ______________________

*student’s consent expires at end of 1 year from date of student signature

Cost & Billing Information REQUIRED

Party responsible for payment: __________________________ Relationship to Student: __________________________

Mailing Address: ______________________________ City: __________ State: _____ Zip: _______

Phone: __________________________ E-mail: __________________________

Designation of a responsible party indicates consent for the college to discuss the bill with the party designated.
One-year Certificate of Applied Science (CAS) Program

This pathway is recommended for Juniors and Seniors. Each 8-week course through Great Falls College counts as .5 high school credits. Students are expected to take high school courses and electives needed to meet graduation requirements.

Students can join this program in the Fall or Spring. Those who begin in the Spring will need to complete the Fall requirements the following Fall.

### Fall 2023 - Use this information to complete Page 4

<table>
<thead>
<tr>
<th>1st 8-Week Block</th>
<th>Course</th>
<th>Course Title</th>
<th>CRN</th>
<th>Instructor</th>
<th>Credits</th>
<th>Dual Credit (DC) OR College Credit (CC)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>NRGY 120-100</td>
<td>Industrial Safety and Rigging</td>
<td>37182</td>
<td>Hardman</td>
<td>3</td>
<td>DC CC</td>
</tr>
<tr>
<td></td>
<td>NRGY 130-100</td>
<td>Fundamentals of Mechanical Systems</td>
<td>37183</td>
<td>Hardman</td>
<td>3</td>
<td>DC CC</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2nd 8-Week Block</th>
<th>Course</th>
<th>Course Title</th>
<th>CRN</th>
<th>Instructor</th>
<th>Credits</th>
<th>Dual Credit (DC) OR College Credit (CC)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>M 111-200</td>
<td>Technical Mathematics</td>
<td>37107</td>
<td>Walker</td>
<td>3</td>
<td>DC CC</td>
</tr>
<tr>
<td></td>
<td>MCH 130-200</td>
<td>Machine Shop</td>
<td>37184</td>
<td>Hardman</td>
<td>3</td>
<td>DC CC</td>
</tr>
<tr>
<td></td>
<td>NRGY 110-200</td>
<td>Fundamentals of Hydraulic/Pneumatic Systems</td>
<td>37185</td>
<td>Hardman</td>
<td>3</td>
<td>DC CC</td>
</tr>
</tbody>
</table>

### Spring 2024 - You will enroll in these classes later in the Fall

<table>
<thead>
<tr>
<th>Course</th>
<th>Course Title</th>
<th>CRN</th>
<th>Instructor</th>
<th>Credits</th>
<th>Dual Credit (DC) OR College Credit (CC)</th>
</tr>
</thead>
<tbody>
<tr>
<td>ECP 100</td>
<td>First Aid and CPR (can take fall OR Spring Friday mornings OR provide CPR card)</td>
<td>1</td>
<td></td>
<td></td>
<td>DC CC</td>
</tr>
<tr>
<td>COMX 102</td>
<td>Interpersonal Skills in the Workplace</td>
<td>2</td>
<td></td>
<td></td>
<td>DC CC</td>
</tr>
<tr>
<td>WRIT 104</td>
<td>Workplace Communications</td>
<td>2</td>
<td></td>
<td></td>
<td>DC CC</td>
</tr>
<tr>
<td>ELCT 120</td>
<td>Basic Industrial Controls</td>
<td>3</td>
<td></td>
<td></td>
<td>DC CC</td>
</tr>
<tr>
<td>ELCT 250</td>
<td>Programmable Logic Controllers</td>
<td>3</td>
<td></td>
<td></td>
<td>DC CC</td>
</tr>
<tr>
<td>ETEC 101</td>
<td>AC/DC Electronics I</td>
<td>3</td>
<td></td>
<td></td>
<td>DC CC</td>
</tr>
<tr>
<td>ETEC 103</td>
<td>AC/DC Electronics II *</td>
<td>3</td>
<td></td>
<td></td>
<td>DC CC</td>
</tr>
</tbody>
</table>

*Indicates prerequisite or qualifying ACT, SAT, or Accuplacer test score needed

+ Grade of C- or above is required for graduation in all above courses.
*Please use our online Class Scheduling tool at [https://prodmyinfo.montana.edu/pls/gfagent/bzkcrse.PW_SelSchClass](https://prodmyinfo.montana.edu/pls/gfagent/bzkcrse.PW_SelSchClass) to search for classes and locate course information. Students must satisfy all course prerequisites and provide placement test scores when required. Registration cannot be processed unless documented scores are attached or on file at Great Falls College MSU. All students using this registration form will follow the college’s official timelines, catalog, policies, and procedures.

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**ON CAMPUS AND/OR ONLINE COURSES (Taught through GFC MSU)**

<table>
<thead>
<tr>
<th>1ST 8-Week Block</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Course</td>
<td>Course Title</td>
</tr>
<tr>
<td>Ex: CSCI 105-180</td>
<td>Computer Fluency</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>2nd 8-Week Block</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Course</td>
<td>Course Title</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Full Semester</th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Course</td>
<td>Course Title</td>
</tr>
</tbody>
</table>

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**CONCURRENT COURSES (Taught in High Schools)**

<table>
<thead>
<tr>
<th>Course</th>
<th>Course Title</th>
<th>CRN Course Reference Number</th>
<th>Instructor</th>
<th>Credits</th>
<th>Dual Credit (DC)</th>
</tr>
</thead>
</table>

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**Approval REQUIRED**

**Student Name (Print):** _____________________________________________________________

**Student Signature:** ________________________________________________________________ Date: __________________________

*Required

**Parent/Guardian Signature:** _______________________________________________________ Date: __________________________

*Required

**High School Counselor or Principal Signature:** ______________________________________ Date: __________________________

*The High School official signature certifies that the student meets the requirements for dual credit or College-only credit, is enrolled at a Montana high school accredited by the Board of Public Education and has verification of all required immunizations on file at the high school.

**College Counselor or Advisor Signature:** ______________________________________ Date: __________________________

*The College official signature certifies that the student meets the requirements for dual enrollment and is enrolled in the appropriate college courses.
This Page is Optional! - Only complete if you meet eligibility.

Dual Enrollment Student

Application for Hardship Scholarship

Eligibility for the Hardship Scholarship is determined by completion of this form, including all signatures and dates. Verification of financial need is determined by Method 1 or Method 2 listed below and accompanying documentation (if applicable).

Students enrolling in dual enrollment courses through Great Falls College Montana State University are eligible for two free courses (up to six credits) through the **1-2-FREE Program**. After a student has utilized the free courses, they may be eligible to receive a scholarship to cover any tuition that exceeds what is covered through the **1-2-FREE Program**. If the student is determined eligible, they may enroll in additional dual enrollment courses free of charge (course, program fees and textbook costs may apply).

Students must reapply **each semester** for the scholarship. If a student meets the criteria, the scholarship will automatically be applied to their student account at Great Falls College MSU.

**Student Information—REQUIRED**

Full Legal Name: _____________________________________________

<table>
<thead>
<tr>
<th>Last</th>
<th>First</th>
<th>Middle</th>
</tr>
</thead>
</table>

Date of Birth: _____/_____/______  Student ID#: ____________________________  Enrollment Term: ______________

Student Signature: ____________________________________________ Date: __________

Parent/Guardian Signature: ______________________________________ Date: __________

*Students under 18 years require a parent/guardian signature. Emancipated minors do not require a parent/guardian signature.

**Scholarship Eligibility Verification—REQUIRED**

Please select which verification method you choose and complete the appropriate section

[ ] **VERIFICATION METHOD 1 (by the High School)**

I verify this student is eligible for free and reduced lunch and/or is a McKinney/Vento participant and is therefore eligible for the scholarship.

Printed Name of High School Official: _______________________________________

Title: ________________________________

High School Official Signature: ____________________________ Date: __________

[ ] **VERIFICATION METHOD 2 (by the student)**

I verify I and/or my primary household is participating in one of the programs listed below and therefore eligible for the scholarship.

Check any/all boxes that apply AND provide documentation

- [ ] I receive free or reduced school lunch.
- [ ] My household participates in SNAP/WIC.
- [ ] I am a McKinney-Vento participant.
- [ ] My household receives a Section 8 housing voucher.
- [ ] My household participates in TANF.
- [ ] A household member receives SSI.
- [ ] My household participates in Head Start.
- [ ] A household member participates in Medicaid and/or Healthy Montana kids.