

CATALOG ADDENDUM TO  
**South Plainfield Campus**  
2023-2025  
Official School Catalog  
Volume VIII

**REVISE the program codes for the following programs:**

**Diesel and Truck Service Technology.....Page 7**

MHTX100—CERTIFICATE PROGRAM

**Heavy Equipment Service Technology.....Page 8**

HETX100—CERTIFICATE PROGRAM

**EFFECTIVE AUGUST 15, 2023**

**REVISE the first paragraph of the following policy on page 26:**

**Attendance**

The technical nature of the training and graduate employability goals of the programs offered requires that students attend classes on a regular basis. Our expectation is that students will attend all sessions for courses in which they are registered. Class attendance is monitored daily commencing with the student's first official day of attendance and a student will be considered withdrawn from a course or courses when any of the following criteria are met:

- The fourteenth consecutive calendar day of absence (two weeks) with the exception of published holidays and breaks;
- Cumulative absences prevent the student's ability to master the course content during the remainder of the scheduled course, term, or semester as determined by the course syllabus.

**EFFECTIVE OCTOBER 1, 2023**

**REVISE the first paragraph of the following policy on page 26:**

**Make-Up**

Upon return to school following an absence, students are required to turn in any work that was due while they were absent in order to receive up to the original 100% credit. A reduction in credit for make-up work will be applied to all late submissions based on the following criteria:

- Up to 90% credit for all work turned in up to one week late from the date of your return.
- Up to 80% credit for all work turned in up to two weeks late from the date of your return.
- Any work turned in after two weeks late will receive a grade of 0%.

Availability for make-up on high stakes assessments (e. g. mid-terms and final exams) may be limited, and the date and time of make up on high stakes assessments must be agreed upon by faculty. Regardless of the timeframes referenced above, all work must be completed in a timely manner in order to process final grades, grade appeals and/or to resolve incomplete grades.

Any exceptions due to extenuating circumstances are managed at the discretion of the Director of Education and/or the Campus President. Documentation may be required to justify extenuating circumstances.

**REVISE the following policy on page 26:**

## **Attendance**

The technical nature of the training and graduate employability goals of the programs offered requires that students attend classes on a regular basis. Our expectation is that students will attend all sessions for courses in which they are registered. Class attendance is monitored daily commencing with the student's first official day of attendance and a student will be considered withdrawn from a course or courses when any of the following criteria are met:

- The fourteenth consecutive calendar day of absence (two weeks) with the exception of published holidays and breaks.
- Cumulative absences prevent the student's ability to master the course content during the remainder of the scheduled course, term, or semester as determined by the course syllabus.

Approved employment interviews (established per school policy) are not counted as absences for attendance purposes.

Students receiving funds from any state or federal agency may be subject to the additional attendance requirements of that specific agency.

A Pending Course Schedule (PCS) student status is a temporary period of non-attendance not to exceed a maximum of 60 calendar days. The status is intended to support student progression and is applied when a student has a course that is not available due to, but not limited to, interruption in their enrollment because of a course failure, a shift change, a leave of absence, or failure to meet graduation requirement. The PCS status is not included in the 150% maximum timeframe calculation.

*Note: Calendar day calculations include all days visible on a calendar without exception.*

**REVISE the first sentence of the third paragraph in the following policy on page 30:**

## **Withdrawals and Incomplete Grades**

An "I"ncomplete is given to students who do not complete a test or required course work.

**REVISE the following policy on page 22:**

## **Learning Resource Center**

At Lincoln, we are dedicated to providing students with learning resources that enhance their educational journey and career readiness. Our learning resource system includes a wealth of online tools and facilities. Central to this system is our Learning Resource Center (“LRC”) that offers students access to a vast collection of online databases covering hundreds of subjects that are available 24/7. These databases house a variety of digital materials, including eBooks, scholarly journals, market reports, dissertations, working papers, streaming videos, and electronic journals. Both our online and campus-based LRC offer a focused setting to enhance the overall learning experience.

**ADD the following policy to the ACADEMIC INFORMATION section on page 31:**

## **Independent Study**

In certain circumstances a student is unable to take a course at its scheduled time or a student might need a course to graduate that is not scheduled in the time remaining in his or her program. When this situation occurs, the school may authorize the student to take the course through independent study. In order to take a course through independent study, an approved plan must be signed by the applicable staff members at the school.

If the school grants the student permission to take the course through independent study, the student must agree in writing to the study plan including the syllabus that outlines the learning objectives, texts, course requirements, evaluation criteria, meeting dates, and examination dates for the course.

A student must meet the following conditions to take a course through independent study:

1. Successfully completed at least 50% of the credit hours required in the program;
2. Have an overall cumulative grade point average (CGPA) of at least 2.0;
3. Making satisfactory academic progress (SAP).

No more than 10% of a program offering is permitted to be delivered via independent study. Further, there may be some courses that do not lend themselves to independent studies. The school reserves the right to deny any student the ability to take a course through independent study.

**ADD the following policy to the ADMISSIONS section on page 16:**

## **Admission Procedures**

Persons desiring to make application for admission should contact the School directly, or speak with an Admissions Representative. Applicants must:

1. Be interviewed by an Admissions Representative or other member of the School staff.
2. Complete an Enrollment Agreement (Student Contract).
3. Submit information which may be required to determine individual qualifications by program such as, but not limited to, proof of high school diploma or equivalent.
4. Complete any required entrance examination or learner assessment, if applicable.

REVISE the last bullet in the following policy on page 16:

## Criteria for Admission

- Provide a fully executed Enrollment Agreement.

ADD as the last paragraph to the following policy on page 30:

## Withdrawals and Incomplete Grades

Should this effect the students expected graduation date, students are notified via the web-based student portal (**Lincoln's Student Portal**).

REVISE the following policy on page 23:

## Official Student Communication

Replace (**MyCampusLinc**) with (**Lincoln's Student Portal**)

ADD the following policy to the GENERAL STUDENT INFORMATION section on page 23:

## Emergency Preparedness

Emergency preparedness information can be obtained in the following link:

[https://www.lincolntech.edu/download/consumer/HS\\_ERP.pdf](https://www.lincolntech.edu/download/consumer/HS_ERP.pdf)

**EFFECTIVE DECEMBER 5, 2023**

ADD the following program to CAREER PROGRAMS on page 6:

## Diesel and Truck Service Technology with Transport Refrigeration

MHTX100TR–CERTIFICATE PROGRAM

*Program fact sheet to follow*

**EFFECTIVE DECEMBER 7, 2023**

REVISE the following policy on page 19:

## State Refund Policy\*

*\*Plus charges for transportation (if necessary), student fees and (if purchased from the School) tools.*

## **STUDENT FEE, TECHNOLOGY FEE, TRANSPORTATION, BOOKS, TOOLS & UNIFORMS REFUND POLICY**

Students who cancel enrollment or withdraw after receiving books and supplies may return these items if they are in good condition within five (5) days following a cancellation notice or twenty (20) days following date of withdrawal. Any refund due for student fees, bus fees or technology fees will be prorated based on use.

# Diesel and Truck Service Technology with Transport Refrigeration

## MHTX100TR—CERTIFICATE PROGRAM

DAY/AFTERNOON/EVENING PROGRAMS



Education Foundation

total instructional hours. . . . . 1680

total semester credits\* . . . . . 70

weeks to complete (day/aft/eve). . . approximately 72 (including holidays and scheduled breaks)

\*The listing of credits is not meant to imply that credits can be transferred into college or other private career school programs. Transfer credits are at the sole discretion of the receiving school.

CIP CODE: 47.0613

SOC CODE: 49-3031

### program objective

This program is designed to prepare students for entry into the diesel and truck career field. Students enrolled in this program will learn theory, functions, diagnostics, and repair of diesel engines, truck systems and transport refrigeration units. Using industry standard tools and equipment, students will diagnose and repair electrical and mechanical systems on diesel engines, trucks, trailers, and mobile refrigeration units. Upon successful completion of the program, the graduate should possess knowledge and versatility in the diesel and truck repair field to qualify for entry-level positions as a mechanic, technician, mechanic's helper, or a fleet service technician in truck dealerships, fleet maintenance departments, private repair enterprises, or franchised truck repair organizations. The specialized training in transport refrigeration units should provide additional employment opportunities for the graduate at operations that require these knowledge and skill. After successful completion

of the TRT101, TRT102 and TRT103 courses, the student will be able to take the ESCO Universal Refrigeration Certification Test, 608 and the Motor Vehicle Air Conditioning Certification Test, 609. Students will be required to complete out-of-class assignments in each course.

In addition to the technical training, a critical aspect of a Lincoln education is developing the professional skills that are required by our employers. Students will need to demonstrate skill proficiency through a series of professional development activities and seminars which are integrated into each course. The modules include:

- Student Success
- Financial Literacy
- Professional Development
- Career Success

| number                    | course                                       | lecture hours | lab hours | total hours | total credits | prerequisites                  |
|---------------------------|--|---------------|-----------|-------------|---------------|--------------------------------|
| <b>FOUNDATION COURSES</b> |  |               |           |             |               |                                |
| MHT100                    | Shop Practices & Hydraulic Principles        | 60            | 60        | 120         | 5.0           |                                |
| AUX103                    | Electrical Systems                           | 60            | 60        | 120         | 5.0           |                                |
| MHT101                    | Diesel Engines Construction and Operation    | 60            | 60        | 120         | 5.0           |                                |
| FOUNDATION TOTAL          |  | 180           | 180       | 360         | 15.0          |                                |
| <b>CORE COURSES</b>       |  |               |           |             |               |                                |
| AUX208*                   | Air Conditioning and Electrical Accessories  | 60            | 60        | 120         | 5.0           | MHT100, AUX103                 |
| MHT102*                   | Diesel Fuel Systems and Tune Up              | 60            | 60        | 120         | 5.0           | MHT100, AUX103, MHT108         |
| MHT103*                   | Heavy Duty Drive Trains                      | 60            | 60        | 120         | 5.0           | MHT100                         |
| MHT106*                   | Truck Steering and Suspension Systems        | 60            | 60        | 120         | 5.0           | MHT100                         |
| MHT107*                   | Air and Hydraulic Brake Systems              | 60            | 60        | 120         | 5.0           | MHT100                         |
| MHT108*                   | Truck Electrical and Electronics             | 60            | 60        | 120         | 5.0           | MHT100, AUX103                 |
| AUX124*                   | Service Shop Management                      | 60            | 60        | 120         | 5.0           | MHT100, AUX103, AUX208         |
| MHT223*                   | Preventative Maintenance & Welding           | 60            | 60        | 120         | 5.0           | MHT100, AUX103, MHT106, MHT107 |
| CORE COURSE TOTAL         |  | 480           | 480       | 960         | 40.0          |                                |
| <b>CORE + COURSES</b>     |  |               |           |             |               |                                |
| TRT101*                   | Trailer Refrigeration Systems                | 60            | 60        | 120         | 5.0           | MHT100, AUX103                 |
| TRT102*                   | Refrigeration Service and Electrical Systems | 60            | 60        | 120         | 5.0           | MHT100, AUX103, TRT101         |
| TRT103*                   | Truck Refrigeration and Bus Climate Control  | 60            | 60        | 120         | 5.0           | MHT100, AUX103, TRT101         |
| CORE + COURSE TOTAL       |  | 180           | 180       | 360         | 15.0          |                                |
| TOTAL PROGRAM             |  | 840           | 840       | 1680        | 70.0          |                                |

NOTE: Course numbers and sequences are listed here for reference only. The actual delivery sequence of courses contained in this program may vary depending on individual campus scheduling. Maximum Time Frame: 105.0 semester credits.

\*Prerequisite required.

Mode of Delivery: Residential, Blended Learning or Online are the methods we may use to deliver content in each course. The Residential courses are offered on ground at the campus. Blended courses are offered by delivering a fraction of the course in an online format as well as traditional face to face method. Online courses are delivered 100% online. The Blended delivery and online delivery plan will implement distance education activities into each course in the program of study. The use of simulations, case studies, assessments and multimedia will be used to enhance the students understanding of the learning objectives outlined in the course syllabus.



### SOUTH PLAINFIELD CAMPUS

901 Hadley Road, South Plainfield, NJ 07080

800-305-3487

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

LOANS AND GRANTS AVAILABLE TO THOSE WHO QUALIFY

**MHT100 – SHOP PRACTICES & HYDRAULIC PRINCIPLES***120 Contact Hrs (60 Lecture, 60 Lab); 5.0 Credits*

The overall goal of this course is to facilitate a smooth transition to school by engaging the student in curriculum focusing on academics, career, and life skills. Students will make connections with key personnel within the school that will assist with their questions and provide guidance throughout their education.

The student will be introduced to medium and heavy duty truck systems, industry certifications, and job opportunities. Students will learn essential skills for the vehicle technician including safety and equipment fundamentals.

The student will also learn the basic operation of a hydraulic system. This includes giving a description of the operation and the diagnostic procedures for components in a hydraulic system. Students will study Pascal's Law and the Bernoulli's Principle of Hydraulics as they pertain to the repair industry. Lastly, the student will learn how to properly repair the basic hydraulic system in a hydraulic shop.

The course content will be balanced by an emphasis on skills that will enable the student to be successful in school and in life. These skills will include time management, financial management, goal setting, learning strategies, career planning, and critical thinking strategies.

*Prerequisite(s): None*

**AUX103 – ELECTRICAL SYSTEMS***120 Contact Hrs (60 Lecture, 60 Lab); 5.0 Credits*

This course is designed to provide the student with practical theory in basic and solid state circuitry, including body electrical systems, operation and service of automotive storage batteries, automobile charging systems, starting systems, and lighting systems. Students will evaluate components using both conventional and electronic diagnostic equipment.

Students will learn how to complete repair orders containing customer and vehicle information and corrective action. Students will learn how to research vehicle service information with computer and internet based electronic retrieval systems.

Students will learn how to diagnose basic electrical, charging, starting, and lighting circuits through the use of diagnostic equipment to include test lights, multimeters, and continuity testers. Professional development exercises and seminars are also included in this course.

*Prerequisite(s): None*

**MHT101 – DIESEL ENGINES CONSTRUCTION AND OPERATION***120 Contact Hrs (60 Lecture, 60 Lab); 5.0 Credits*

This course is designed to provide the student with the knowledge and skills necessary to service medium and heavy duty diesel engines. Instruction on the operating principles, construction, design variations, and applications of the diesel engines are emphasized.

The student will learn how to perform a complete disassembly and assembly of the diesel engine, to include the cylinder head, block and timing gears, by using the instructions in the engine's manufacturers service manual. They will also learn the proper methods of inspecting, identifying and naming the components to determine serviceability of the components prior to making a repair. This will include learning how to make all the necessary precision measurements required for diagnosing component failure prior to servicing and repair of the engine.

The student will learn how to service, repair and diagnose the cooling and lubricating system of diesel engines. The student will learn the different types of coolants as well as additives and how to test for Supplemental Coolant Additives (SCA) to determine if additions to or replacement is needed. Students will learn how to perform coolant tests with different testing equipment.

Students will learn how to research vehicle service information with computer and internet based electronic retrieval systems. Professional development exercises and seminars are also included in this course.

*Prerequisite(s): None*

**AUX208\* – AIR CONDITIONING AND ELECTRICAL ACCESSORIES***120 Contact Hrs (60 Lecture, 60 Lab); 5.0 Credits*

This course is designed to provide the student with theory and application of automobile air conditioning and heating systems. Students will also be presented with the operation of various automobile accessories to include: power windows, door locks, and seats, and air bag operation and service.

Students will learn how to complete repair orders containing customer and vehicle information and corrective action. Students will learn how to research vehicle service information with computer and internet based electronic retrieval systems.

Students will learn how to diagnose abnormal operation of air conditioning and

and heating systems, remove and replace air conditioning and heating system components, and evacuate and recharge automobile air conditioning systems. Professional development exercises and seminars are also included in this course.

*Prerequisite(s): MHT100, AUX103*

**MHT102\* – DIESEL FUEL SYSTEMS AND TUNE UP***120 Contact Hrs (60 Lecture, 60 Lab); 5.0 Credits*

This course is designed to provide the student with the knowledge and skills necessary to service fuel systems found on diesel powered truck tractors. The student will learn how to perform maintenance, service and repair on diesel fuel systems such as the Common Rail System, Detroit Diesel Electronic Controls (DDEC), different Cummins Systems, and International HEUI systems. The student will learn how to perform tune-ups on diesel engines by following manufacturer's service procedures and specifications.

The student will learn how to identify the different exhaust compounds from a diesel engine and define the ones that are classified as pollutants. The student will learn about the various manufacturers' exhaust aftertreatment systems. The student will learn how to perform an opacity smoke test and correlate the test results to engine performance and possible component failure.

Students will learn how to research vehicle service information with computer and internet based electronic retrieval systems. Professional development exercises and seminars are also included in this course.

*Prerequisite(s): MHT100, AUX103, MHT108*

**MHT103\* – HEAVY DUTY DRIVE TRAINS***120 Contact Hrs (60 Lecture, 60 Lab); 5.0 Credits*

This course is designed to provide the student with the knowledge and skills necessary to service the drive trains found on diesel powered truck tractors. The student will learn how to identify the components of a heavy duty clutch system. Students will learn how to diagnose a clutch system for wear and damage and give the possible causes of specific clutch defects. The student will learn how to remove and replace a heavy duty truck clutch system.

The student will learn how to identify and describe the various gear designs and shift mechanisms used in heavy duty trucks. The student will also learn how to calculate both the gear pitch and gear ratios in a heavy duty drive line. The student will learn how to disassemble and reassemble a heavy duty transmission, differential and power divider as well as learning how to service the heavy duty drive line components in maintaining the correct lubricant and the level of lubricant in the system. The student will also learn how to perform basic diagnostic procedures on an automated standard transmission.

Students will learn how to research vehicle service information with computer and internet based electronic retrieval systems. Professional development exercises and seminars are also included in this course.

*Prerequisite(s): MHT100*

**MHT106\* – TRUCK STEERING AND SUSPENSION SYSTEMS***120 Contact Hrs (60 Lecture, 60 Lab); 5.0 Credits*

This course is designed to provide the student with the knowledge and skills necessary to service heavy duty truck steering and suspension systems. The student will learn how to identify, diagnosis, service, repair, and adjust as necessary; the components of a heavy duty truck steering system to include toe-in, camber, caster, axle inclination, turning radius and axle alignment and how they affect tire wear, directional stability and handling. The student will learn how to balance truck tires and wheels and perform a wheel alignment to include the rear axle(s) by using computerized wheel alignment equipment

The student will learn how to service the major tire and wheel configurations used on heavy duty trucks. Students will learn how to perform bearing and seal service on both grease lubricated and oil lubricated front and rear hubs. The student will learn how to perform the basic checks for frame alignment and geometry and how the frame and chassis components are repaired. The student will learn how to service, repair and replace if necessary, the components on the four types of suspension systems.

Students will learn how to research vehicle service information with computer and internet based electronic retrieval systems. Professional development exercises and seminars are also included in this course.

*Prerequisite(s): MHT100*

**MHT107\* – AIR AND HYDRAULIC BRAKE SYSTEMS***120 Contact Hrs (60 Lecture, 60 Lab); 5.0 Credits*

This course has been designed to provide comprehensive information on air and hydraulic brake systems as they apply to medium heavy duty transport vehicles. The



student will learn to identify, locate, and diagnose the components of the truck brake systems, as it applies to hydraulic, air over hydraulic, or air brake systems. The student will learn to perform maintenance, service, and repair of brake system components on medium and heavy duty truck.

The student will learn to identify, locate, diagnose, service, and repair as necessary, components of ABS, EBS systems on a heavy duty truck and trailer. The student will learn to use LED lights and blink codes to assist them in diagnosing problems with the ABS, EBS systems. The student will learn how to perform maintenance, service, repair, and overhaul of disc and drum brakes as it applies to hydraulic, air over hydraulic, and air brake systems found on medium and heavy duty trucks.

Students will learn how to research vehicle service information with computer and internet based electronic retrieval systems. Professional development exercises and seminars are also included in this course.

*Prerequisite(s): MHT100*

### **MHT108\* – TRUCK ELECTRICAL AND ELECTRONICS**

*120 Contact Hrs (60 Lecture, 60 Lab); 5.0 Credits*

This course is designed to provide the student with the necessary skills and knowledge required to identify, service, and repair the different types of electrical and electronic circuits found on late model medium and heavy duty trucks. Operation, diagnosis, and service of the trucks computer systems will be emphasized.

The student will learn to apply Ohm's law to series, parallel and series-parallel circuits and how data is transmitted from the various engine, body, and electronic system sensors to onboard computers that control fuel management, driveability performance, and driver comfort systems.

The student will learn how to diagnose and service electrical and electronic systems using wiring diagrams, manufacturer service manuals, and specialized diagnostic equipment. The student will learn how to properly identify, disassemble, repair as necessary, and assemble connectors and wiring on medium and heavy duty trucks.

Students will learn how to research vehicle service information with computer and internet based electronic retrieval systems. Professional development exercises and seminars are also included in this course.

*Prerequisite(s): MHT100, AUX103*

### **AUX124\* – SERVICE SHOP MANAGEMENT**

*120 Contact Hrs (60 Lecture, 60 Lab); 5.0 Credits*

This course is designed to provide the students with exposure to an actual shop environment, procedures, and protocol by applying prominent skills obtained in previous courses. This course will also provide the student with an orientation and introduction to the management and business component of the automotive industry. The management and procedures associated with automotive related businesses are emphasized including employee/employer expectations, the service write-up process, business organizational structure, career opportunities, customer relations, personnel management, facilities, business records, insurance, and safety. Knowledge relating to management practices within an automotive business will help the student adapt and acclimate to the working environment.

Students will learn how to complete repair orders containing customer and vehicle information and corrective action. Students will learn how to research vehicle service information with computer and internet based electronic retrieval systems.

Students will learn how to prepare an employment resume and application. Students will learn how to complete various forms used in automotive businesses. Students will learn how to properly interview for employment. Professional development exercises and seminars are also included in this course.

*Prerequisite(s): MHT100, AUX103, AUX208*

### **MHT223\* – PREVENTATIVE MAINTENANCE & WELDING**

*120 Contact Hrs (60 Lecture, 60 Lab); 5.0 Credits*

This course is designed to provide the student with the knowledge and skills necessary to perform service, maintenance, and PM Inspection on medium and heavy-duty trucks and trailers. The student will learn the proper procedures that must be taken to perform a PM Inspection including the completion of PM Inspection forms. The student will learn how a well-planned preventive maintenance program can reduce repair cost and increase the life of the truck, trailer, and other associated equipment.

The student will learn how to properly inspect, lubricate, and repair or replace as necessary; components of the truck drive line as well as checking for proper driveline angles and balance. The student will learn how to perform the proper service, maintenance, repairs and inspection procedures on the trailers lighting system, wheels, tires, brakes and other safety related components as required by law. The student will

learn how to disassemble, inspect, service, and reassemble, the fifth wheel. Students will learn how to properly perform the necessary service and maintenance procedures related to pintle hooks and drawbars.

The student will learn how to take the necessary safety precautions as they pertain to cutting, welding and hydraulics. They will learn how to weld with a MIG welder. The student will also learn how to use an oxyacetylene combination torch to cut metal.

Students will also learn how to complete repair orders containing customer and vehicle information and corrective action. Students will learn how to research vehicle service information with computer and internet based electronic retrieval systems. Professional development exercises and seminars are also included in this course.

*Prerequisite(s): MHT100, AUX103, MHT106, MHT107*

### **TRT101\* – TRAILER REFRIGERATION SYSTEMS**

*120 Contact Hrs (60 Lecture, 60 Lab); 5.0 Credits*

This course is designed to provide the student with a detailed study of modern Thermo King Transport Refrigeration systems from the basic principles of design and operation to inspection, maintenance and repair of the refrigeration and engine systems.

Students will learn how to complete repair orders containing customer and unit information and corrective action. Students will learn how to research unit service information through the use of printed service manuals.

Students will learn how to diagnose various refrigeration and engine concerns through visual and auditory inspection. Students will learn how to perform refrigeration specific diagnostic procedures for testing and troubleshooting. Students will learn how to disassemble, measure, troubleshoot, service, and reassemble various refrigeration system components. Students will learn how to perform preventive maintenance, inspection, and repairs. Professional development exercises and seminars are also included in this course.

*Prerequisite(s): MHT100, AUX103*

### **TRT102\* – REFRIGERATION SERVICE AND ELECTRICAL SYSTEMS**

*120 Contact Hrs (60 Lecture, 60 Lab); 5.0 Credits*

This course is designed to provide the student with a detailed study of modern Thermo King Transport Refrigeration system servicing and maintenance procedures, electrical circuits and diagrams, electrical diagnostics and microprocessor controls.

Students will learn how to complete repair orders containing customer and unit information and corrective action. Students will learn how to research unit service information through the use of printed service manuals.

Students will learn how to properly service and maintain transport refrigeration units. Students will learn how to read wiring schematics and diagrams, perform electrical diagnostic tests and diagnose common electrical system failures. Students will learn how to download unit information and use this information for diagnosing refrigeration problems. Professional development exercises and seminars are also included in this course.

*Prerequisite(s): MHT100, AUX103, TRT101*

### **TRT103\* – TRUCK REFRIGERATION AND BUS CLIMATE CONTROL**

*120 Contact Hrs (60 Lecture, 60 Lab); 5.0 Credits*

This course is designed to provide the student with a detailed study of modern Thermo King Truck Refrigeration and Bus Climate Control systems from the basic principles of design and operation to inspection, maintenance and repair of the refrigeration and climate control systems.

Students will learn how to complete repair orders containing customer and unit information and corrective action. Students will learn how to research unit service information through the use of printed service manuals.

Students will learn how to diagnose various truck refrigeration and bus climate control concerns through visual and auditory inspection. Students will learn how to perform truck refrigeration and bus climate control specific diagnostic procedures for testing and troubleshooting. Students will learn how to download unit information and use this information for diagnosing refrigeration and climate control problems. Students will learn truck and bus electrical systems and microprocessor controls. Students will learn how to perform preventive maintenance, inspection, and repairs. Professional development exercises and seminars are also included in this course.

*Prerequisite(s): MHT100, AUX103, TRT101*

**EFFECTIVE JANUARY 2, 2024**

**REVISE the following policy in the FINANCIAL AID INFORMATION section on page 18:**

**LINCOLN BRIDGING THE GAP GRANT**

The Lincoln Bridging the Gap Grant is a need-based institutional grant awarded to eligible full-time students who have remaining unmet calculated financial need. Eligibility for this program is determined based on the following criteria:

- Confirmed enrollment in an approved program of study
- Completed FAFSA for the applicable award year with an official Student Aid Index (SAI)
- Acceptance of all available student aid from federal, state, and other sources.
- Remaining financial need for direct costs (tuition, fees, and housing, if applicable) greater than \$500 after all other sources of student aid have been exhausted, including Federal Direct Loans and Federal PLUS Loans.

The Lincoln Bridging the Gap Grant amount will vary depending on each applicant's calculated financial need. The grant is awarded in up to two disbursements per academic year. Should funding cease, the scholarship will no longer be offered, but those students already awarded will continue to receive the grant until completion of their program.

**REVISE the fifth bullet in the FINANCIAL AID PROGRAMS section on page 18:**

**FRIENDS AND FAMILY EDUCATION GRANT**

- Must start training program by December 31, 2024.

**ADD the following policy to the FINANCIAL AID PROGRAMS section on page 18:**

**RELOCATION ASSISTANCE GRANT**

The Relocation Assistance Grant (previously called Pride Grant) is an institutional grant available to students who are relocating 50 miles or more to attend a Lincoln Tech Campus to assist with expenses related to Lincoln Tech-owned housing, either on- or off-campus. Each eligible student may apply for one grant with an award of up to \$1,000. The grant will be prorated over the entire length of his/her program. Eligibility for this program is determined based on the following criteria:

- Confirmed enrollment in an approved program of study.
- Completed FAFSA for the applicable award year with an official Student Aid Index (SAI).
- Must be relocating 50 miles or more to attend a Lincoln Tech campus

Should funding cease, the grant will no longer be offered, but those students already awarded will continue to receive the grant until completion of or withdrawal from their program.

**EFFECTIVE JANUARY 17, 2024**

**ADD the sentence below to the second paragraph of the following policy on page 22:**

**Student Complaint / Grievance Procedure**

All formal complaints must be addressed to the Campus President in writing.



**REVISE the following policy on pages 18-19:**

## **Cancellation and Refund Policy**

### **1. THREE (3) DAY CANCELLATION POLICY:**

All monies will be refunded in full under any one of the following conditions:

- a. Rejection of the Enrollment Agreement by the SCHOOL.
- b. If the STUDENT wishes to cancel within three (3) business days of the contract signing, even if instruction has begun.

### **2. CANCELLATION AFTER THREE (3) DAY PERIOD:**

- a. After the STUDENT starts SCHOOL, the SCHOOL will refund tuition and fees according to the following schedule.

**REMOVE the following paragraph on page 19:**

To obtain a refund of unearned tuition, STUDENTS are not required to notify the school in writing, but are requested to complete a Student Withdrawal Request, available from the SCHOOL office.

*Written notification no longer applies.*

**REVISE the second paragraph in the following policy on page 16:**

## **Introductory Period of Enrollment**

Students who choose not to continue their enrollment at Lincoln Technical Institute during the introductory period, will be charged for all books, uniforms, tools, and equipment not returned in new condition to the school.

**REPLACE the following policy on page 18:**

## Scholarships

### High School Scholarship Program

#### **General Information**

The High School Annual Scholarship Award Program is for High School Seniors graduating in 2024 who start school by December 31, 2024. The student must be in good standing with their high school at graduation and must earn a high school diploma in order to take advantage of any award money. A preliminary scholarship competition is conducted in the form of aptitude testing. On the basis of test results, semi-finalists are selected and invited to submit a portfolio. The top ten semi-finalists with portfolios will be recognized. Semi-Finalists will return for an interview conducted by the scholarship committee comprised of volunteers representing business, industry, education and/or government not affiliated with LTI. This committee will evaluate each candidate on the basis of preliminary test results, professionalism, enthusiasm, personal conduct, and oral expression.

LTI will award applicants a \$500 scholarship to selected 2024 high school seniors who score between a 39-46 on the scholarship aptitude test. A \$1,000 scholarship will be awarded to selected 2024 high school seniors who score between a 47-55 on the scholarship aptitude test. Students can only receive one scholarship through this program. Students will not be able to combine scholarships awarded in the testing portion, semi-finalist, and finalist portion. The testing deadline for the \$500-\$1000 scholarship is December 31, 2024.

The ten finalists will be interviewed by the scholarship committee and each finalist will be awarded only one of the following based on his/her performance: a \$10,000 scholarship (1 available); \$7,500 scholarship (4 available); \$3,500 scholarship (2 available); \$2,500 scholarship (3 available). Scholarships will be awarded by June 30, 2024.

#### **Portfolio Guidelines**

The student must prepare a one-page essay of no less than 300 words on why they wish to attend Lincoln Technical Institute. In addition, they will need to submit three (3) letters of recommendation which highlight their character, work ethic, and passion for the industry. These letters may be from a teacher, counselor, employer, community leader, or professional friend. Family members may not be used as a reference. The portfolios will be judged on professionalism, presentation, and content by an independent individual. Portfolio submission deadline is May 17, 2024. No late portfolios will be considered.

#### **Finalist Award Breakdown**

| Total Awards | Number Awarded |
|--------------|----------------|
| \$10,000     | 1              |
| \$7,500      | 4              |
| \$3,500      | 2              |
| \$2,500      | 3              |

### **FINALIST SCHOLARSHIP AWARD AMOUNTS**

1- \$10,000 SCHOLARSHIP

4- \$7,500 SCHOLARSHIPS

2- \$3,500 SCHOLARSHIPS

3- \$2,500 SCHOLARSHIPS

\$500 – IF APTITUDE SCORE IS 39-46

\$1,000 – IF APTITUDE SCORE IS 47-55

Students can only receive one scholarship through this program, students will not be able to combine scholarships awarded in the testing portion, semi-finalist, and finalist portion.

Students first score will be score of record of the aptitude test unless an incomplete test has been logged in the system. The second chance would only be warranted for a system outage or internet failure.

Students can receive any combined Lincoln Scholarships / Grant not to exceed \$3,000.

- If a student receives any single Lincoln scholarship / Grant exceeding \$3,000, that will be the only scholarship awarded, no other Lincoln Scholarship / Grant can be combined.
- Gap Grants, Pride Grants and Academic Leadership Scholarships are excluded from the \$3,000 cap.

All scholarships must be applied for within 30 days of the start (with the exception of the Leadership Scholarships).



CATALOG ADDENDUM TO  
**South Plainfield Campus**  
2023-2025  
**Official School Catalog**  
**Volume VIII**

**EFFECTIVE FOR START DATES BETWEEN OCTOBER 1, 2023 THROUGH AUGUST 1, 2024**

**Add to the following policy on page 18:**

## Scholarships

### Academic & Leadership Award Scholarship

#### Background:

Lincoln Technical Institute (Group of Schools) is honored to offer the Academic & Leadership Award to qualified applicants. This \$2,500 award will go to thirty (30) current students annually throughout Lincoln Educational Services group of schools who exhibit leadership qualities, both in their personal lives and in their school career.

#### Eligibility Requirements:

In order to apply for the Award, an eligible student must:

- Currently attend a Lincoln Tech (Group of Schools) program for a minimum of 30 days
- Complete the application
- Complete the essay
- Minimum GPA of 3.0
- Title IV students must complete the Free Application for Federal Student Aid (FAFSA)

The student who earns this award must maintain satisfactory academic progress. Only students that meet the qualifications listed above can apply for this award.

#### Award:

Thirty (30) awards will be available annually (15 awards in February & 15 awards in August), to eligible students who apply, each in the amount of \$2,500. The award will be prorated over the entire length of his/her program and is specifically intended to cover expenses related to tuition costs. The Lincoln Award Committee will review all applications and select a finalist.

|    | <u>Submission OPENS</u> | <u>Submissions CLOSES</u> | <u>Winner Announced</u> |
|----|-------------------------|---------------------------|-------------------------|
| 1. | October 1, 2023         | November 15, 2023         | February 1, 2024        |
| 2. | April 1, 2024           | May 15, 2024              | August 1, 2024          |

#### Contact Requirements:

The student portal provides a link, only during submission dates, that will allow students to complete the application/essay portion online. If a student chose to include recommendations, they must be completed and ready to upload at the time of submission. **The system will only allow one submission per student number.**

*Note: Due to Veteran Affairs (VA) regulations, if the selected scholarship winner is also receiving VA educational benefits, we are obligated to inform the VA of this award. In some cases, fully funded VA beneficiaries may not receive any direct benefit from this award.*

**EFFECTIVE FOR ENROLLMENTS BETWEEN JANUARY 1, 2024 THROUGH DECEMBER 31, 2024**

**Add to the following policy on page 18:**

**Scholarships****American Hero and Single Parent Scholarship Programs****Purpose:**

Lincoln Scholarship Programs are designed to provide financial assistance to students who meet the criteria established below and want to enroll in one of the Lincoln Group of Schools\* for enrollments between January 1, 2024 through December 31, 2024. By offering the *American Hero* and *Single Parent* Scholarships to future students who are interested in vocational career training, Lincoln continues to show its commitment to helping students reach their goals as it has done since opening its first school in 1946.

**Eligibility Requirements\*\*:**

In order to apply for a Lincoln Scholarship, an eligible student must:

- Complete the application process to enroll;
- Complete the Free Application for Federal Student Aid (FAFSA);
- Enroll in the program of your choice by December 31, 2024; and
- Submit your Lincoln Scholarship application to the financial aid staff.

*American Hero Scholarship* applicants must submit proof of military service.

Those students awarded a scholarship must maintain satisfactory academic progress and also must attend the Lincoln Financial Literacy presentation within six weeks of enrollment. Only students that meet the qualifications listed above, and the admissions requirements in order to be considered an enrolled student, and who have demonstrated a financial need, can be awarded this scholarship.

**Scholarship Award:**

Each eligible student may apply for one scholarship with an award of \$1,000\*\*. The scholarship will be prorated over the entire length of his/her program. A Lincoln designee will make the final decision regarding the award.

Applications can be submitted any time prior to enrollment periods established by the school of your choice. Winners of the scholarship will be notified in writing by school administration. The notification will include the amount being awarded and start date for the program.

**Additional Scholarship Information:**

In order to be eligible for the scholarship, a student must enroll between January 1, 2024 and December 31, 2024. Applications must be submitted on or before December 31, 2024. The scholarship will not be awarded to any student who defers their enrollment past the requisite time period. The amount and number of scholarships offered by each campus can vary based on the number of applications. This award is a scholarship and does not require any form of repayment to any of the Lincoln Group of Schools\*.

These Scholarship programs can be suspended at any time. There would be no adverse impact on those students who were awarded a scholarship in the event that the Scholarship program was suspended.

Students can receive any combined Lincoln Scholarships / Grant not to exceed \$3,000.

- If a student receives any single Lincoln scholarship / Grant exceeding \$3,000, that will be the only scholarship awarded, no other Lincoln Scholarship / Grant can be combined.
- Gap Grants, Pride Grants and Academic Leadership Scholarships are excluded from the \$3,000 cap.

\*The Lincoln Group of Schools includes those schools under the names of Lincoln Technical Institute, Lincoln College of Technology, and Euphoria Institute of Beauty Arts and Sciences.

\*\*Recipients of the American Hero Scholarship may have their award applied to books and fees, if tuition is fully covered by other sources.

All scholarships must be applied for within 15 days of the start (with the exception of the Leadership Scholarships).



**EFFECTIVE FOR ENROLLMENTS BETWEEN JANUARY 1, 2024 THROUGH DECEMBER 31, 2024**

**Add to the following policy on page 18:**

**Scholarships****First Responder Scholarship Program****Purpose:**

The Lincoln First Responder Scholarship is designed to provide financial assistance to Emergency Responders and immediate family members who meet the criteria established below and want to enroll in a qualifying program of study at one of the Lincoln Group of Schools\* for enrollments between January 1, 2024 through December 31, 2024. By offering the Lincoln First Responder Scholarship to future students who are interested in vocational career training, Lincoln continues to show its commitment to helping students reach their goals as it has done since opening its first school in 1946.

**Eligibility Requirements:**

In order to apply for the Lincoln First Responder Scholarship, an eligible student must:

- Complete the application process to enroll;
- Provide proof of service documentation;
- Complete the Free Application for Federal Student Aid (FAFSA);
- Enroll in the program of your choice by December 31, 2024; and
- Submit your Lincoln First Responder Scholarship application to the financial aid staff.

***Scholarship recipients must attend the Lincoln Financial Literacy presentation within six weeks of enrollment.*** Only students that meet the qualifications listed above, and the admissions requirements in order to be considered an enrolled student, and who have demonstrated a financial need, can be awarded this scholarship.

**Scholarship Award:**

Each eligible student may apply for one First Responder scholarship with an award of \$1,000. The scholarship will be prorated over the entire length of his/her program. A Lincoln designee will make the final decision regarding the award. The total scholarship amount will be calculated and awarded in installments at the completion of each term/semester subject to the student maintaining good academic standings.

Any student can apply for the scholarship. Applications can be submitted any time prior to enrollment periods established by the school of your choice. Winners of the scholarship will be notified in writing by school administration. The notification will include the amount being awarded and start date for the program.

**Additional Scholarship Information:**

In order to be eligible for the scholarship, a student must enroll between January 1, 2024 and December 31, 2024. Applications must be submitted on or before December 31, 2024. The scholarship will not be awarded to any student who defers their enrollment past the requisite time period. The amount and number of scholarships offered by each campus can vary based on the number of applications. This award is a scholarship and does not require any form of repayment to any of the Lincoln Group of Schools\*.

This Scholarship program can be suspended at any time. There would be no adverse impact on those students who were awarded the scholarship in the event that the Scholarship program was suspended.

Students can receive any combined Lincoln Scholarships / Grant not to exceed \$3,000.

- If a student receives any single Lincoln scholarship / Grant exceeding \$3,000, that will be the only scholarship awarded, no other Lincoln Scholarship / Grant can be combined.
- Gap Grants, Pride Grants and Academic Leadership Scholarships are excluded from the \$3,000 cap.

\*The Lincoln Group of Schools includes those schools under the names of Lincoln Technical Institute, Lincoln College of Technology, and Euphoria Institute of Beauty Arts and Sciences. All scholarships must be applied for within 15 days of the start (with the exception of the Leadership Scholarships).

**Day Program**

| <b>Program Name</b> | <b>Start Date</b> | <b>Grad Date</b> |
|---------------------|-------------------|------------------|
| Welding Technology  | 1/31/2024         | 11/20/2024       |
| Welding Technology  | 3/7/2024          | 1/8/2025         |
| Welding Technology  | 4/11/2024         | 2/13/2025        |
| Welding Technology  | 5/16/2024         | 3/24/2025        |
| Welding Technology  | 6/25/2024         | 4/28/2025        |
| Welding Technology  | 8/7/2024          | 6/3/2025         |
| Welding Technology  | 9/12/2024         | 7/8/2025         |
| Welding Technology  | 10/17/2024        | 8/12/2025        |
| Welding Technology  | 11/21/2024        | 9/17/2025        |

**Afternoon Program**

| <b>Program Name</b> | <b>Start Date</b> | <b>Grad Date</b> |
|---------------------|-------------------|------------------|
| Welding Technology  | 1/31/2024         | 11/20/2024       |
| Welding Technology  | 3/7/2024          | 1/8/2025         |
| Welding Technology  | 4/11/2024         | 2/13/2025        |
| Welding Technology  | 5/16/2024         | 3/24/2025        |
| Welding Technology  | 6/25/2024         | 4/28/2025        |
| Welding Technology  | 8/7/2024          | 6/3/2025         |
| Welding Technology  | 9/12/2024         | 7/8/2025         |
| Welding Technology  | 10/17/2024        | 8/12/2025        |
| Welding Technology  | 11/21/2024        | 9/17/2025        |

**Evening Program**

| <b>Program Name</b> | <b>Start Date</b> | <b>Grad Date</b> |
|---------------------|-------------------|------------------|
| Welding Technology  | 1/31/2024         | 11/20/2024       |
| Welding Technology  | 3/7/2024          | 1/8/2025         |
| Welding Technology  | 4/11/2024         | 2/13/2025        |
| Welding Technology  | 5/16/2024         | 3/24/2025        |
| Welding Technology  | 6/25/2024         | 4/28/2025        |
| Welding Technology  | 8/7/2024          | 6/3/2025         |
| Welding Technology  | 9/12/2024         | 7/8/2025         |
| Welding Technology  | 10/17/2024        | 8/12/2025        |
| Welding Technology  | 11/21/2024        | 9/17/2025        |

**Weekend Program**

| <b>Program Name</b> | <b>Start Date</b> | <b>Grad Date</b> |
|---------------------|-------------------|------------------|
| Welding Technology  | 1/19/2024         | 1/26/2025        |
| Welding Technology  | 3/1/2024          | 3/9/2025         |
| Welding Technology  | 4/19/2024         | 4/20/2025        |
| Welding Technology  | 6/7/2024          | 6/8/2025         |
| Welding Technology  | 7/26/2024         | 7/27/2025        |
| Welding Technology  | 9/13/2024         | 9/14/2025        |
| Welding Technology  | 10/25/2024        | 10/26/2025       |
| Welding Technology  | 12/13/2024        | 12/14/2025       |

**Day, Afternoon and Evening**

| <b>Program Name</b>                 | <b>Start Date</b> | <b>Grad Date</b> |
|-------------------------------------|-------------------|------------------|
| Diesel and Truck Service Technology | 1/2/2024          | 2/6/2025         |
| Diesel and Truck Service Technology | 2/6/2024          | 3/13/2025        |
| Diesel and Truck Service Technology | 3/12/2024         | 4/16/2025        |
| Diesel and Truck Service Technology | 4/15/2024         | 5/21/2025        |
| Diesel and Truck Service Technology | 5/20/2024         | 6/26/2025        |
| Diesel and Truck Service Technology | 6/24/2024         | 7/30/2025        |
| Diesel and Truck Service Technology | 8/5/2024          | 9/4/2025         |
| Diesel and Truck Service Technology | 9/9/2024          | 10/8/2025        |
| Diesel and Truck Service Technology | 10/14/2024        | 11/12/2025       |
| Diesel and Truck Service Technology | 11/18/2024        | 12/18/2025       |

**Day, Afternoon and Evening**

| <b>Program Name</b>                | <b>Start Date</b> | <b>Grad Date</b> |
|------------------------------------|-------------------|------------------|
| Heavy Equipment Service Technology | 1/2/2024          | 2/6/2025         |
| Heavy Equipment Service Technology | 2/6/2024          | 3/13/2025        |
| Heavy Equipment Service Technology | 3/12/2024         | 4/16/2025        |
| Heavy Equipment Service Technology | 4/15/2024         | 5/21/2025        |
| Heavy Equipment Service Technology | 5/20/2024         | 6/26/2025        |
| Heavy Equipment Service Technology | 6/24/2024         | 7/30/2025        |
| Heavy Equipment Service Technology | 8/5/2024          | 9/4/2025         |
| Heavy Equipment Service Technology | 9/9/2024          | 10/8/2025        |
| Heavy Equipment Service Technology | 10/14/2024        | 11/12/2025       |
| Heavy Equipment Service Technology | 11/18/2024        | 12/18/2025       |

**Day**

| <b>Program Name</b>  | <b>Start Date</b> | <b>Grad Date</b> |
|--|-------------------|------------------|
| Diesel and Truck Service Technology with Transport Refrigeration | 1/2/2024          | 5/21/2025        |
| Diesel and Truck Service Technology with Transport Refrigeration | 2/6/2024          | 6/26/2025        |
| Diesel and Truck Service Technology with Transport Refrigeration | 3/12/2024         | 7/30/2025        |
| Diesel and Truck Service Technology with Transport Refrigeration | 4/15/2024         | 9/4/2025         |
| Diesel and Truck Service Technology with Transport Refrigeration | 5/20/2024         | 10/8/2025        |
| Diesel and Truck Service Technology with Transport Refrigeration | 6/24/2024         | 11/12/2025       |
| Diesel and Truck Service Technology with Transport Refrigeration | 8/5/2024          | 12/18/2025       |
| Diesel and Truck Service Technology with Transport Refrigeration | 9/9/2024          | 2/5/2026         |
| Diesel and Truck Service Technology with Transport Refrigeration | 10/14/2024        | 3/12/2026        |
| Diesel and Truck Service Technology with Transport Refrigeration | 11/18/2024        | 4/15/2026        |

**Day**

| <b>Program Name</b>  | <b>Start Date</b> | <b>Grad Date</b> |
|--|-------------------|------------------|
| Diesel and Truck Service Technology with Transport Refrigeration | 1/2/2024          | 5/21/2025        |
| Diesel and Truck Service Technology with Transport Refrigeration | 2/6/2024          | 6/26/2025        |
| Diesel and Truck Service Technology with Transport Refrigeration | 3/12/2024         | 7/30/2025        |
| Diesel and Truck Service Technology with Transport Refrigeration | 4/15/2024         | 9/4/2025         |
| Diesel and Truck Service Technology with Transport Refrigeration | 5/20/2024         | 10/8/2025        |
| Diesel and Truck Service Technology with Transport Refrigeration | 6/24/2024         | 11/12/2025       |
| Diesel and Truck Service Technology with Transport Refrigeration | 8/5/2024          | 12/18/2025       |
| Diesel and Truck Service Technology with Transport Refrigeration | 9/9/2024          | 2/5/2026         |
| Diesel and Truck Service Technology with Transport Refrigeration | 10/14/2024        | 3/12/2026        |
| Diesel and Truck Service Technology with Transport Refrigeration | 11/18/2024        | 4/15/2026        |





**School Administration & Faculty Catalog Addendum**  
**Effective February 27, 2024**  
**School Administration & Faculty**

**Hamed Shibli**  
*Campus President*

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**Administrative Services Department:**

**Julie Quinones** *Director of Administration*  
**Melanie Labanda** *Sr. Business Office Administrator*  
**Janine Santos-Catarino** *Business Office Clerk*  
**Janette Flamenco** *Receptionist*

**Admissions Department:**

**Gerard Arena** *Director of Admissions*  
**Althea Davis** *Admissions Representative*  
**Glenn Davis** *Admissions Representative*  
**Lauren Goodstein** *Admissions Representative*  
**Trevor Strigler** *Admissions Representative*  
**William Jaeger** *Admissions Representative*

**Career Services Department:**

**Michael Umbro** *Director of Career Services*  
**Priscila Uribe** *Advisor Career Services*

**Financial Aid Department:**

**Julie Quinones** *Director of Administration*  
**Frances Crumpler** *Corp Fa advisor- Campus Liaison*

**Education Department:**

**David Karamath** *Director of Education*  
**Ed Plandowski** *Supervisor Education*

**Faculty:**

**Cormac Scott** *Instructor*  
**John Jones** *Instructor*  
**John Samuels** *Instructor*  
**Jonathan Rossignol** *Instructor*  
**Junior Meme** *Instructor*  
**Marvin Harris** *Instructor*  
**Nicholas Teta** *Instructor*  
**Richard Campos** *Instructor*  
**Joe Campo** *instructor*  
**Robert Malloy** *Instructor*  
**Shawn King** *Instructor*  
**Steven Culma** *Instructor*  
**Timothy Beverly** *Instructor*  
**Ryan Waldman** *Instructor*  
**Sean Gaines** *Instructor*  
**Starrett Hartley** *instructor*  
**Stephen Leili** *instructor*

**Information Technology (IT) Department:**

**Stanley Jarensky** *Local IT Administrator*

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**Holiday Schedule 2024**

**New Year's Day**  
**Monday January 1, 2024**

**Martin Luther King Day**  
**Monday January 15, 2024**

**President's Day**  
**Monday February 19, 2024**

**Memorial Day**  
**Monday May 27, 2024**

**Juneteenth Day**  
**Wednesday June 19, 2024**

**Independence Day**  
**Thursday July 4, 2024**

**Labor Day**  
**Monday September 2, 2023**

**Thanksgiving Day**  
**Thursday November 28, 2024**

**Day after Thanksgiving**  
**Friday November 29, 2024**

**Christmas Day**  
**Wednesday December 25, 2024**



**901 Hadley Road**  
**South Plainfield, New Jersey**  
**800-305-3487**

*A Branch Campus of Lincoln College of Technology*  
*7225 Winton Drive, Building #128*  
*Indianapolis, IN 46268*  
*(317) 632-5553*

**Schedule of Fees Catalog Addendum**  
**For all Enrollments on or after December 5, 2023**

| <b>Diesel and Truck Service Technology - MHTX100</b> |           |                  |
|--|-----------|------------------|
| <i>1320-Hour Day, Afternoon or Evening Program</i>   |           |                  |
| Tuition  | \$        | 33,374.00        |
| Books  | \$        | 400.00           |
| Uniforms   | \$        | 108.00           |
| Registration Fee                                     | \$        | 150.00           |
| Student Fee  | \$        | 660.00           |
| Technology Fee                                       | \$        | 150.00           |
| Estimated Cost of Tools                              | \$        | 1,658.00         |
| <b>Total</b>   | <b>\$</b> | <b>36,500.00</b> |

| <b>Heavy Equipment Service Technology - HETX100</b> |           |                  |
|---|-----------|------------------|
| <i>1320-Hour Day, Afternoon or Evening Program</i>  |           |                  |
| Tuition   | \$        | 38,390.00        |
| Books   | \$        | 952.00           |
| Uniforms  | \$        | 108.00           |
| Registration Fee                                    | \$        | 150.00           |
| Student Fee   | \$        | 660.00           |
| Technology Fee                                      | \$        | 150.00           |
| Estimated Cost of Tools                             | \$        | 1,658.00         |
| <b>Total</b>  | <b>\$</b> | <b>42,068.00</b> |

| <b>Welding Technology - WLD141C</b>               |           |                  |
|---|-----------|------------------|
| <i>960-Hour Day, Afternoon or Evening Program</i> |           |                  |
| Tuition   | \$        | 26,112.00        |
| Books   | \$        | 588.00           |
| Uniforms  | \$        | 105.00           |
| Registration Fee                                  | \$        | 150.00           |
| Student Fee                                       | \$        | 2,400.00         |
| Technology Fee                                    | \$        | 150.00           |
| Estimated Cost of Tools                           | \$        | 1,436.00         |
| <b>Total</b>                                      | <b>\$</b> | <b>30,941.00</b> |

| <b>Diesel and Truck Service Technology with Transport Refrigeration - MHTX100TR</b> |           |                  |
|---|-----------|------------------|
| <i>1680-Hour Day, Afternoon or Evening Program</i>                                  |           |                  |
| Tuition   | \$        | 41,866.00        |
| Books   | \$        | 888.00           |
| Uniforms  | \$        | 108.00           |
| Registration Fee  | \$        | 150.00           |
| Student Fee   | \$        | 868.00           |
| Technology Fee  | \$        | 150.00           |
| Estimated Cost of Tools   | \$        | 2,234.00         |
| <b>Total</b>  | <b>\$</b> | <b>46,264.00</b> |

# Heavy Equipment Operation

## HETX100EO—CERTIFICATE OF COMPLETION

### DAY/AFTERNOON/EVENING PROGRAMS

total instructional hours. . . . . 240

total semester credits\* . . . . . 10

weeks to complete (day/aft/eve). . . approximately 8 (including holidays and scheduled breaks)

\*The listing of credits is not meant to imply that credits can be transferred into college or other private career school programs. Transfer credits are at the sole discretion of the receiving school.

CIP CODE: 49.0202

SOC CODE: 47-2073

#### program objective

This program provides students with the skills necessary for heavy equipment operation. In this program students will learn the following: core craft skills, orientation to the trade, heavy equipment safety, identification of heavy equipment, basic operational techniques, utility tractors, introduction to

earthmoving, and interpreting civil drawings. During the program students will operate a variety of mobile off-road equipment in a simulated environment to perform exercises on excavator and wheel loader equipment. Simulator exercises include basic controls, loading, and unloading, excavating, and trenching.

| number        | course                                    | lecture hours | lab hours | internship hours | total hours | total credits | prerequisites |
|---------------|---|---------------|-----------|------------------|-------------|---------------|---------------|
| HET130        | Introduction to Heavy Equipment Operation | 80            | 40        | 0                | 120         | 5.0           |               |
| HET230*       | Heavy Equipment Operation I               | 60            | 60        | 0                | 120         | 5.0           | HET130        |
| TOTAL PROGRAM |   | 140           | 100       | 0                | 240         | 10.0          |               |

\*Prerequisite required.

Mode of Delivery: Residential is the method we will use to deliver content in each course. The Residential courses are offered on ground at the campus.

#### course descriptions

##### HET130 – INTRODUCTION TO HEAVY EQUIPMENT OPERATION

120 Contact Hrs (80 Lecture, 40 Lab); 5.0 Credits

This course serves as the introductory level of training for the Heavy Equipment Operator. Students will be introduced to the trade and learn safety and identification of heavy equipment. Students will also complete the NCCER CORE curriculum which also carries a recognized credential in the construction trades. Topic areas in the NCCER CORE Curriculum include: materials handling, construction mathematics, introduction to construction drawing, rigging, hand and power tools, and orientation to the construction trade.

Prerequisite(s): None

##### HET230 – HEAVY EQUIPMENT OPERATION I

120 Contact Hrs (60 Lecture, 60 Lab); 5.0 Credits

This course serves as the second level of training in the Heavy Equipment Operator program. Students will learn the following content: Basic operational techniques, utility tractors, introduction to earthmoving, grades, and interpreting civil drawings, introduction to the heavy highway trade, trucks, heavy equipment, cranes, and forklifts, below-grade construction, earthmoving, plant operations, paving, structures, and site work.

Prerequisite(s): HET130



#### SOUTH PLAINFIELD CAMPUS

901 Hadley Road, South Plainfield, NJ 07080

800-305-3487

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

*This program is out of the commission's scope of accreditation and is not approved by ACCSC.*

*Only the policies within this fact sheet and letter of agreement apply.*