

# Machine Tool Technology

**Information Guide and Application**

**August 18, 2010**



FRANKLIN TECHNOLOGY CENTER  
3950 East Newman Rd  
Joplin, MO 64801

Phone: (417) 659-4400

Fax: (417) 659-4408



# Machine Tool Technology

950 Clock Hour Certificate Program – Day  
Phone: 417-625-5269 or 417-659-4400

This program provides students the opportunity to gain basic technical skills to meet the needs of the local community and employers competing in a global market. This is done with the hands-on approach. Instructions include traditional shop work dealing with safety and manual machining skills, along with the applied math and blueprint reading skills. Students will also develop skills necessary for writing programs, setting up, and operating a Computer Numerical Controlled (CNC) Lathe and Milling Center.

## **Areas of Study:**

- Safety in the machine shop
- Precision measuring devices
- Interpret blueprints related to machine trades
- Bench work skills
- Drill press use, setup, & operation
- Engine lathe use, setup, & operation
- Milling machine use, setup, & operation
- Variety of grinding machines use, setup, & operation
- Computer Assisted Manufacturing using MasterCam
- Computer Numerical Control (CNC) machines
- Writing & interpreting programs for CNC machines

# FRANKLIN TECHNOLOGY CENTER

## MACHINE TOOL

School Year 2010 - 2011

Beginning Date: AUGUST 18, 2010

Ending Date: MAY 3, 2011

**Non-Refundable Application Fee of \$50.00 is Required Prior to Acceptance Into Program**

TUITION**	\$	6,750.00
TEXTBOOK PURCHASE**	\$	310.00
SUPPLIES**	\$	200.00
FEES**	\$	303.00

<b>GRAND TOTAL</b>	<b>\$</b>	<b>7,563.00</b>
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**\*\*Program costs are subject to change.**

Revised 1/13/10

# Franklin Technology Center Trade & Technical Programs

## Application Procedure

### STEP 1 – Complete and return application

In order to be considered for the program, the first step in the process is receiving this packet with the enclosed information, completing the application, and paying the application fee. Once your application has been submitted, you will move to STEP 2. Please do the following in **STEP 1**:

- Read the enclosed information about the program.
- Review program cost sheet and keep a copy (Important: The school reserves the right to adjust program tuition and fees prior to the start of the program.
- Complete the application form and sign.
- Return the application along with a non-refundable \$50.00 application fee to the FTC business office in the Criminal Justice Center on MSSU campus.

Please direct all correspondence and inquires to:

Franklin Technology Center @ MSSU  
Criminal Justice Building, Room 20  
3950 E. Newman Road  
Joplin MO 64801  
Telephone: (417) 659-4400 Fax: (417) 659-4408

### STEP 2 – Contact Financial Aid Office

- All applicants must contact the Financial Aid Office at 417-625-9865 or [hobart-k@mssu.edu](mailto:hobart-k@mssu.edu).

**Important:** In addition to completion of the Financial Aid application you must *ALSO* complete the FTC program application and pay the \$50.00 application fee as listed in STEP 1.

### STEP 3 – Submit the following:

- Official High School transcript or GED
- Signed Consent for Criminal Background Check Form

# Franklin Technology Center

## Trade and Technical Programs Application

Date received: \_\_\_\_\_  
Receipt # \_\_\_\_\_  
Agency: \_\_\_\_\_  
Counselor: \_\_\_\_\_  
Copy to Bookkeeper \_\_\_\_\_

- Auto Tech                       Construction Tech                       HVAC (day)                       Machine Tool  
 Collision Repair (evening)                       Graphic Arts                       HVAC (evening)                       Welding (evening)

### PERSONAL INFORMATION (please print clearly)

Name: \_\_\_\_\_ Maiden: \_\_\_\_\_  
(First) (M.I.) (Last)

Address \_\_\_\_\_  
(City) (State) (Zip)

SS#: \_\_\_\_\_ Date of Birth: \_\_\_\_\_ Phone: \_\_\_\_\_  
E-Mail: \_\_\_\_\_

### EDUCATIONAL HISTORY

I graduated in \_\_\_\_\_ from \_\_\_\_\_, \_\_\_\_\_  
(MM/YY) (Name of School) (City) (State)

I completed my GED in \_\_\_\_\_ in the state of \_\_\_\_\_.  
(MM/YY)

Have you completed any college coursework? \_\_\_ Yes \_\_\_ No If yes, where? \_\_\_\_\_  
(Include state)

List any college degrees or vocational certificates held: \_\_\_\_\_

### EMPLOYMENT HISTORY (list your last two places of employment beginning with most recent)

1. Employer w/ address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Date Employed: \_\_\_\_\_ Date of Termination \_\_\_\_\_  
Reason for leaving (optional): \_\_\_\_\_

2. Employer w/ address: \_\_\_\_\_  
Phone: \_\_\_\_\_ Date Employed: \_\_\_\_\_ Date of Termination: \_\_\_\_\_  
Reason for leaving (optional): \_\_\_\_\_

3. \_\_\_ I have not been employed outside the home.

### EMERGENCY CONTACT INFORMATION (List three people we may contact in case of emergency)

1. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Street Address: \_\_\_\_\_  
Work Phone: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

2. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Street Address: \_\_\_\_\_  
Work Phone: \_\_\_\_\_ City, State, Zip: \_\_\_\_\_

3. Name: \_\_\_\_\_ Relationship: \_\_\_\_\_  
Home Phone: \_\_\_\_\_ Street Address: \_\_\_\_\_  
Work Phone: City, State, Zip: \_\_\_\_\_

**CRIMINAL BACKGROUND CHECK: (ONLY APPLIES TO DAYTIME PROGRAMS)**

All applicants applying for FTC programs will be required to undergo a criminal background check. This background check will require the applicant to list all states the applicant has resided in since 18 years of age. Students that are accepted through false or incorrect information for the background check will be terminated from the educational program. **Anyone who has been convicted of a felony cannot be enrolled in any program with minors, however a felony conviction does not necessarily exclude an individual from an evening, adults only, program.**

Have you ever been convicted as an adult offender of any crime?  Yes  No

If yes, is your name on the Department of Social Services Disqualification List? (This list includes people who have pled guilty to any A or B felony violation of chapters 565,566,569 RSMo). The felonies covered in these chapters focus primarily on crimes against another person and are listed below. Please check which ones apply to you:

- Voluntary Manslaughter     1<sup>st</sup> & 2<sup>nd</sup> degree Arson     1<sup>st</sup> & 2<sup>nd</sup> degree Robbery
- 1<sup>st</sup> & 2<sup>nd</sup> degree Assault     Murder     Sexual Offender
- Other (Specify) \_\_\_\_\_

**PROGRAM INFORMATION:**

Have you taken any entrance exam for a program?  Yes  No  
Which test have you taken?  HOBET  TABE

How did you hear about the Franklin Tech Trade & Tech programs?  
 Radio     School Sign     Friend     Other  
 TV     Brochure     Newspaper

THE SCHOOL DISTRICT OF JOPLIN DOES NOT DISCRIMINATE ON THE BASIS OF RACE, COLOR, RELIGION, CREED, NATIONAL ORIGIN, ANCESTRY, SEX, DISABILITY OR VETERAN STATUS, NOR WITH ANY PROVISIONS FOR THE "AMERICANS WITH DISABILITIES ACT" OF THE APPLICANT (SECTION IV).

If accepted as a student, I give FTC permission to release a copy of my school records to inquiries such as employment for educational purposes, according to the Family Educational and Privacy Act of 1974. In connection with my application with the school, I understand that a consumer report, which may contain public record information, is being requested. This report may include the following types of information: Names and dates of previous employers, credit information, etc. I further understand that such report may contain public record information concerning my credit, bankruptcy proceeding, and etc. from federal, state and other agencies that maintain such records.

I authorize, without reservation, any party or agency contacted to furnish the above-mentioned information. I certify that the information provided on this application is correct to the best of my knowledge and that I am at least 17 years of age. **Falsification of any part of this application may be grounds for dismissal from FTC.**

Date: \_\_\_\_\_

Signature: \_\_\_\_\_

Prior to acceptance into a Franklin Technology Center adult program, all applicants must demonstrate that they have earned a high school diploma or GED certificate. Proof requires an official transcript sent from the school or Department of Education directly to Franklin Technology Center. A copy of the diploma, transcript, or GED certificate does not qualify as an official transcript. Applicants should complete this form and mail it directly to the appropriate institution.

**GED/HIGH SCHOOL/COLLEGE  
OFFICIAL TRANSCRIPT  
REQUEST FORM**

**THE FOLLOWING INFORMATION MUST BE INCLUDED ON THE TRANSCRIPT:**

**GED Transcript:**

1. The state in which the GED was earned.
2. The month and year the GED was earned.
3. The scores received on all subject tests.
4. The official seal of the office issuing the transcript.

**HIGH SCHOOL AND COLLEGE Transcripts:**

1. The name of the institution and the city and state in which it is located.
2. The school seal and/or the official signature of the registrar mailing the transcript.
3. The month and year of entry into the institution.
4. The month and year of graduation from the institution.

My name on GED or school records \_\_\_\_\_

Date GED granted or graduated \_\_\_\_\_ Social Security Number \_\_\_\_\_

My present name \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_ Telephone \_\_\_\_\_

**It is YOUR responsibility to request your transcript using this form.**  
(there may be a charge for this service)

Signature \_\_\_\_\_ Date \_\_\_\_\_

\*\*\*\*\*Attention School Official\*\*\*\*\*

**Mail the official transcript and this form directly to the address below:**

Franklin Technology Center  
Adult Education Programs  
2020 Iowa Street, Room 51  
Joplin, MO 64804



# Criminal Background Fingerprinting Registration Form

## I. Contact Information

Name: \_\_\_\_\_  
First Last Middle

Alias: \_\_\_\_\_ Suffix: \_\_\_\_\_

Street Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip Code: \_\_\_\_\_

Home Phone:(\_\_\_\_) \_\_\_\_\_ Work Phone:(\_\_\_\_) \_\_\_\_\_ Cell Phone:(\_\_\_\_) \_\_\_\_\_

E-Mail Address: \_\_\_\_\_

## II. Personal Information

Date of Birth: \_\_\_\_/\_\_\_\_/\_\_\_\_  
MM/DD/Year

Gender: Male Female  
Circle One

Height: \_\_\_\_' \_\_\_\_"

Weight: \_\_\_\_\_ lbs

Ethnicity: \_\_\_\_\_  
White - W Black - B Hispanic - H  
Asian/Pacific Island - A Indian/Alaskan - I

Place of Birth: \_\_\_\_\_

Hair Color: \_\_\_\_\_

Eye Color: \_\_\_\_\_

US Citizen: Yes or No  
Circle One

Citizen Country: \_\_\_\_\_  
If other than USA

Immigration Status: \_\_\_\_\_

Immigration Date: \_\_\_\_/\_\_\_\_/\_\_\_\_  
MM/DD/Year

Alien Registration Number: \_\_\_\_\_

Drivers License or State ID Number: \_\_\_\_\_ Issuing State: \_\_\_\_\_

**Criminal Background searches will be conducted by  
Integrated Biometric Technology Company**

### For Office Use Only:

Scheduled Appointment Date: \_\_\_\_\_ Time: \_\_\_\_\_

Returned: \_\_\_\_\_ Background Completed: \_\_\_\_\_



# Financial Aid The Next Step



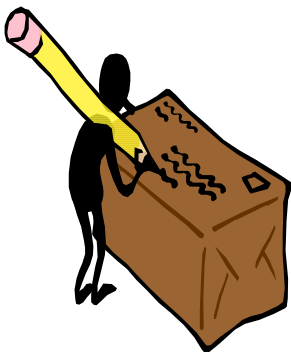
1. Call the FTC Financial Aid Office at 417-625-9865 for an online FAFSA to be sent to you or you can pick one up at Franklin Tech @ MSSU, Mansion Annex, Room 108, 3950 E. Newman, Joplin, MO.

OR

2. GO to [www.pin.ed.gov](http://www.pin.ed.gov) to receive your pin number, then go online to [www.fafsa.ed.gov](http://www.fafsa.ed.gov) and file for federal aid. FTC school code is **#13568**



2. Locate last year's federal tax return. If married, you must include spouse's information or if you answer all questions with a NO on Step 3 of the FAFSA, you are required to include parent's information on Step 4.



3. Complete online FAFSA worksheet & return all the following documents to FTC Financial Aid Office, 3950 E. Newman Rd. Mansion Annex, Room 108, Joplin, MO 64801.
  - ❖ Online FAFSA worksheet
  - ❖ FTC Financial Aid Application
  - ❖ Copy of Driver's License & SS card
  - ❖ Copies of all federal tax returns signed & dated that was used to complete FAFSA



4. Wait for Student Aid Report (SAR) from the US Department of Education. You should receive it in approximately 2 weeks. Verify that all information is correct. If changes or corrections need to be made, you should contact FTC Financial Aid Office at 417-625-9861.



5. You will receive a FTC Award letter at the beginning of the program (depending on when you began the financial aid process) or during orientation.



6. Study hard and attend classes and you should receive your graduation certificate.

If a funding agency will be providing any monies toward your program costs we must have the following documentation on file before you can attend any program classes. It is the student's responsibility to work closely with their counselor to insure proper documentation has been received by the FTC bookkeeping or financial aid office.

1. **Written letter on agency letterhead for \$50 application fee**
2. **Funding voucher, training agreement, etc. for any program costs**