

Automotive Service Technology College of DuPage Information Packet



Education Foundation

Faculty Advisors

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College of DuPage

Steps to Enrollment

For detailed steps and links, visit cod.edu/enroll.

1. Get Admitted

- Submit your online application
- Set up your myACCESS account and @dupage.edu email
- Apply for financial aid and explore scholarship options
- Visit COD on campus or virtually
- Questions? Contact Admissions at (630) 942-2626 or admissions@cod.edu

2. Determine Placement

COD uses multiple measures to ensure you are placed in the correct courses. Submit **one** of the items listed below to determine your placement:

- High School GPA
- ACT or SAT Scores
- Placement Testing
- Prior College Credits

3. Meet with a Counselor or Advisor

A counselor or advisor will help with identifying courses and creating an educational plan to meet your academic goals. You should determine placement before scheduling a meeting with a counselor or advisor.

- Schedule an appointment with a counselor or advisor by calling (630) 942-2259 or visiting cod.edu/counseling.

4. Register for Classes and Pay for Tuition

Building a schedule and registering for classes is easy. You can register online, in-person, by phone or through an app.

- Review the payment policy and explore payment options at cod.edu/paymentpolicy.
- View important information regarding tuition and fees at cod.edu/costs.
- Register for classes at cod.edu/registration.

5. Final Step to a Successful Start

- Sign up for New Student Orientation (NSO). Learn more by visiting cod.edu/nso.
- First-time college students will be automatically enrolled in a Chaparral Experience. Check your student email for more information.
- We're here to help you succeed! View all student and academic resources by visiting cod.edu/student_life/resources.

Steps to Enrollment | Checklist

For detailed steps and links, visit cod.edu/enroll.

1. Get Admitted cod.edu/enroll

- myACCESS Username:
- Student email:
- COD ID#:

2. Determine Placement

I determined placement by (**Note:** Only ONE is required):

- High School GPA: 2.60 on a 4.00 scale or 3.25 on a 5.00 scale
- ACT or SAT Score: 20 ≥ Composite ACT or 950 ≥ Total Score SAT
- Submitting prior college credits for an evaluation

Placement Tests Taken:

- Reading
- Writing
- Math

3. Meet with a Counselor or Advisor

- I scheduled my appointment with an advisor:

Counselor or advisor appointment day and time:

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.....

4. Register for Classes and Pay for Tuition

- I reviewed the payment policy.
- I reviewed information on tuition and fees.
- I'm ready to register for the following courses:

.....
Subject (ex. English) / Course # (ex. 1101) / Section # (ex. VCM04)

.....
Subject (ex. English) / Course # (ex. 1101) / Section # (ex. VCM04)

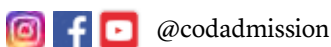
.....
Subject (ex. English) / Course # (ex. 1101) / Section # (ex. VCM04)

.....
Subject (ex. English) / Course # (ex. 1101) / Section # (ex. VCM04)

5. Final Step to a Successful Start

- Sign up for New Student Orientation at cod.edu/nso.
- As a new student, you will be enrolled in the Chaparral Experience.

Follow us on social media:



Entry Level Automotive Service Certificate

	Engine classes	Trans classes	Electrical classes	Chassis classes	HVAC	Electives (only 1 required)
Semester 1	1110 Engine Design	1120 Manual Drive Train	1131 Electrical I	1140 Steering & Suspension		2345 Hybrid & Electric 2364 Scan tool usage
Semester 2	1261 Emissions	2120 Automatic Trans	1232 Electrical II	1240 Braking Systems	1250 HVAC	2365 Intro to Diesel 1100 Welding
Semester 3	2280 Automotive Service					1040 Non-Majors (not recommended)

Advanced Level Certificate	2162 Advance Driveability	2220 Advanced Drivetrain	2133 Advanced Body Electrical	2140 Advanced Chassis	2345 Hybrid & Electric	2365 Intro to Diesel
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Gen Ed's needed for A.A.S. Degree	Speech 1100	English 1101	Physical / Life Science	Math	Humanities / Fine Arts	Social & Behavioral
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Automotive Service Management Certificate	The four 1100 classes: 1110 1120 1131 1140		1301 Automotive Service Consulting	1302 Automotive Service Management	MANAG 1100 or BUSIN 1161
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<https://www.cod.edu/automotive>

We recommend the following classes for each category...it depends on your personal interest. These are **not** the **only** classes that will fulfill the requirements, but are the ones we recommended.

These classes are based on the transferability to Southern Illinois University for a capstone baccalaureate program in Automotive Technology. For more class possibilities go to SIU's web site and follow the on-screen prompts:

http://tss.siu.edu/PROD/campus/articulation/articulation/view1_2012.php?inst_code=UIL196&view=1

Communications:

English Composition:

English 1101 English Comp I

Oral:

Speech 1100 Fund of Speech Comm

Physical and life sciences (need one):

(Group I)

Physics 1100 Physics (**preferred**)

Earth 1101 Phys Geology of Earth Interior

(Group II)

Biology 1100 Survey of Biology

Botany 1310 Ethnobotany

Human Anatomy and Physiology I -1551

Mathematics:

Math 1116 Technical Math 2

Math 1218 General Education Mathematics

Social & Behavioral Science:

Economics 2200 Principles of Economics

Political Science 1100 Intro to Political Sci

Psychology 1100 General Psychology

Sociology 1100 Intro to Sociology

Anthropology 1100 Cultural Anthropology

Geography 1100 Western World Geography

Humanities:

Art 2211 History of Art, Pre history to 1300

Art 2212 History of Art, 1300 to present

Art 2213 Modern and Contemporary Art

English 1130 Intro to Lit

English 1150 Short Fiction

English 1151 Novel

English 1152 Poetry

English 1153 Drama

English 1158 Bible as Literature

English 1159 Greek Mythology

English 1165 Literature and Gender

English 2220 British lit to 1800

English 2221 British Lit from 1800

English 2223 Amer Lit from Colonial to civil war

English 2224 Amer Lit Civil war to present

English 2226 Masterpieces of World Lit

English 2227 Modern European Lit

English 2228 Shakespeare

Humanities 1102 Intro to Humanities

Humanities 1105 Non-Western Humanities

History 1110 Western Civ until 1600

History 1120 Western Civ after 1600

History 1160 World Civ since 1300

Philosophy 1100 Intro to Philosophy

Philosophy 1110 Ethics

Philosophy 1120 Logic

Philosophy 1125 Critical Thinking

Religious Studies 1100 Intro to Religion

Religious Studies 1110 Intro to the Bible (old test)

Religious Studies 1120 Intro to the Bible (new test)

Minimum Required Tool List

- 1 Clear Safety Glasses (ANSI Z87 Approved) or prescription corrective glass with side shields
- 1 Portable tool box—On campus tool locker size, 22 deep, 16 high, 13 wide
- 1 Slip joint pliers
- 1 Needle nose pliers
- 1 Diagonal cutting pliers
- 1 Standard Vise Grip pliers
- 1 10 to 12 inch tongue and groove (channel lock) type pliers
- 4 Standard screwdrivers (pocket, small, medium, & large)
- 3 Phillips screwdrivers (#1, #2, & #3)
- 1 Combination wrench set - standard (1/4" to 7/8")
- 1 Combination wrench set - metric (7 to 19, 21, 22mm)
- 1 1/4" drive ratchet
- 2 1/4" drive extensions (3" & 6")
- 1 1/4" drive socket set – standard (5/32" to 1/2")
- 1 1/4" drive socket set – metric (6mm to 13mm)
- 1 3/8" drive ratchet
- 2 3/8" drive extensions (3" & 6")
- 1 3/8" drive socket set – standard (3/8" to 7/8") 6 pt. suggested
- 1 3/8" drive socket set – metric (10mm to 19mm) 6 pt. suggested
- 2 3/8" drive spark plug sockets (5/8" & 13/16")
- 1 1/2" drive ratchet
- 2 1/2" drive extensions (3" & 6")
- 1 1/2" drive socket set – standard (1/2" to 7/8") 6 pt. suggested
- 1 1/2" drive socket set – metric (13mm to 24mm) 6 pt. suggested
- 1 6 inch steel scale (ruler) with division to 1/32"
- 1 Feeler gauge (.0015" to .025")
- 2 Ball peen hammers (one 12 to 16 oz. & one 24 to 32 oz.)
- 1 Gasket scraper with changeable blade
- 1 Tire pressure gauge, digital suggested 1
- Mechanic's telescoping magnet
- 1 Mechanics mirror
- 1 Allen/Hex socket set – standard (3/16" to 3/8")
- 1 Allen/Hex socket set – metric (4mm to 10mm)
- 1 Set TORX sockets (#15, #20, #25, #27, #30, #40, #45, & #50)
- 1 LED handheld/pocket flashlight
- 1 16' tape measure

IN ADDITION TO THE ABOVE TOOLS, STUDENTS ENROLLED IN THE FOLLOWING COURSE(S) MUST ALSO HAVE THE TOOLS LISTED FOR THOSE COURSE(S).

AT 2280 Service Class

- 3/8" drive deep well socket set - standard (3/8" to 7/8") 6 pt. suggested
- 3/8" drive deep well socket set – metric (8mm to 19mm) 6 pt. suggested

Student Discounts



Snap-On

Jim Leiting James.C.Leiting@snap-on.com 414-267-7010
<https://www.snapon.com/Industrial-Education>

Matco Tools

Paul Latsch Paul.latsch@matcotools.com
<https://www.matcotools.com/tech-ed/>

UNIFORM POLICY



Objective: To prepare for the workforce environment and learn to create a professional appearance that represents yourself as well as College of DuPage.

- **Gray COD Uniform Shirt**
- **Long work Pants (no sweatpants or shorts)**
- **Hat – Optional (Only COD Automotive)**
- **Work Shoes/Boots (No gym shoes or sandals)**
- **Safety Glasses (Keep them with you at all times)**
- **In Colder Weather, an additional shirt may be worn under your uniform shirt or only COD Automotive jackets will be allowed in class.**

Shirts available in COD Bookstore or Top Stitch

<https://cod.topstitchscrubs.com/>

STUDENTS NOT IN UNIFORM WILL BE ASKED TO LEAVE CLASS
AND IT WILL BE COUNTED AS AN ABSENCE

ASE Foundation Personal Standards 7.9.2 - Dresses appropriately and uses language and manners suitable for the workplace.
ASE Foundation Task 11 - Shop and Personal Safety - Identify and wear appropriate clothing for lab/shop activities



ENTRY LEVEL AUTOMOTIVE SERVICE TECHNOLOGY, CERTIFICATE

The Entry Level Automotive Service Technology Certificate is designed to prepare students for an entry-level career in the automotive field. Students will learn foundational knowledge and skills in order to diagnose, service, and maintain today's sophisticated vehicles. Upon successful completion of the program students will be prepared to take several of the Automotive Service Excellence (ASE) Tests. The Automotive Service Technology Program is accredited by the Automotive Service Excellence Education Foundation (ASEEF).

For more information about Automotive Service Technology, please visit the program of study page (<http://www.cod.edu/automotive/>).

Certificate Requirements

Field of Study Code: AUTO.CER.ENTRY

Code	Title	Credits
Program Requirements		
AUTO 1110	Engine Design and Operation	3
AUTO 1120	Manual Drive Train and Axles	3
AUTO 1131	Automotive Electrical I	3
AUTO 1140	Suspension, Steering and Alignment	3
AUTO 1232	Automotive Electrical II	3
AUTO 1240	Braking Systems	3
AUTO 1250	Automotive Air Conditioning and Heating	3
AUTO 1261	Engine Controls & Emissions I	3
AUTO 2120	Automatic Transmission	3
AUTO 2280	Automotive Service	6
Program Electives		
Select one or more credits from the following courses.		1
AUTO 1040	Automotive for Non-Majors	
AUTO 1840	Independent Study	
AUTO 2345	Automotive Hybrid Technology	
AUTO 2364	Automotive ScanTool Usage & Exploration	
AUTO 2365	Intro to Diesel Fuel Systems & Emissions	
AUTO 2840	Experimental/Pilot Class	
AUTO 2860	Internship (Career & Technical Ed)	
WELD 1100	Welding I	
Total Credits		34

This page lists programs related to one another.

- Automotive Service Management, Certificate (<https://catalog.cod.edu/programs-study/automotive-service-technology/automotive-service-management-certificate/>)
- Master Automotive Service Technology Advanced Certificate (<https://catalog.cod.edu/programs-study/automotive-service-technology/master-automotive-service-technology-certificate/>)
- Master Automotive Service Technology, A.A.S. (<https://catalog.cod.edu/programs-study/automotive-service-technology/master-automotive-service-technology-aas/>)

MASTER AUTOMOTIVE SERVICE TECHNOLOGY ADVANCED CERTIFICATE

The Master Automotive Service Technology Advanced Certificate is designed to prepare students for a career in the automotive field. Students will learn both foundational and advanced automotive systems in order to diagnose, service, and maintain today's sophisticated vehicles. Upon successful completion of the program students will be prepared to take Automotive Service Excellence (ASE) Tests. The Automotive Service Technology Program is accredited by Automotive Service Excellence Education Foundation (ASEEF).

For more information about Automotive Service Technology, please visit the program of study page (<http://www.cod.edu/automotive/>).

Certificate Requirements

Field of Study Code: AUTO.CER.ADV

Code	Title	Credits
Program Requirements		
AUTO 1110	Engine Design and Operation	3
AUTO 1120	Manual Drive Train and Axles	3
AUTO 1131	Automotive Electrical I	3
AUTO 1140	Suspension, Steering and Alignment	3
AUTO 1232	Automotive Electrical II	3
AUTO 1240	Braking Systems	3
AUTO 1250	Automotive Air Conditioning and Heating	3
AUTO 1261	Engine Controls & Emissions I	3
AUTO 2120	Automatic Transmission	3
AUTO 2133	Automotive Electrical III	3
AUTO 2140	Advanced Chassis Systems	3
AUTO 2162	Engine Controls and Emissions II	3
AUTO 2220	Advanced Automotive Drivetrains	3
AUTO 2280	Automotive Service	6
AUTO 2345	Automotive Hybrid Technology	2
AUTO 2365	Intro to Diesel Fuel Systems & Emissions	2
Program Electives		
Select one or more credits from the following:		1
AUTO 1040	Automotive for Non-Majors	
AUTO 1840	Independent Study	
AUTO 2364	Automotive ScanTool Usage & Exploration	
AUTO 2370	A.S.E. Certification Analysis & Tech	
AUTO 2840	Experimental/Pilot Class	
AUTO 2860	Internship (Career & Technical Ed)	
WELD 1100	Welding I	
Total Credits		50

This page lists programs related to one another.

- Automotive Service Management, Certificate (<https://catalog.cod.edu/programs-study/automotive-service-technology/automotive-service-management-certificate/>)

- Entry Level Automotive Service Technology, Certificate (<https://catalog.cod.edu/programs-study/automotive-service-technology/entry-level-automotive-service-technology-certificate/>)
- Master Automotive Service Technology, A.A.S. (<https://catalog.cod.edu/programs-study/automotive-service-technology/master-automotive-service-technology-aas/>)

MASTER AUTOMOTIVE SERVICE TECHNOLOGY, A.A.S.

The Automotive Service Technology program is designed to prepare students for a career in the automotive field and help propel individuals with career advancement. Students will learn skills in diagnosing, servicing and maintaining today's sophisticated vehicles. Upon successful completion of the program, students will be prepared to take the Automotive Service Excellence (ASE) Tests. The **Automotive Service Technology Program** is accredited by Automotive Service Excellence Education Foundation (ASEEF).

For more information about Automotive Service Technology, please visit the program of study page (<http://www.cod.edu/automotive/>).

Degree Requirements

Field of Study Code: AUTO.AAS.MSTR

Code	Title	Credits
Program Requirements		
AUTO 1110	Engine Design and Operation	3
AUTO 1120	Manual Drive Train and Axles	3
AUTO 1131	Automotive Electrical I	3
AUTO 1140	Suspension, Steering and Alignment	3
AUTO 1232	Automotive Electrical II	3
AUTO 1240	Braking Systems	3
AUTO 1250	Automotive Air Conditioning and Heating	3
AUTO 1261	Engine Controls & Emissions I	3
AUTO 2120	Automatic Transmission	3
AUTO 2133	Automotive Electrical III	3
AUTO 2140	Advanced Chassis Systems	3
AUTO 2162	Engine Controls and Emissions II	3
AUTO 2220	Advanced Automotive Drivetrains	3
AUTO 2280	Automotive Service	6
Program Electives		
Select one or more credits from the following courses:		1
AUTO 1040	Automotive for Non-Majors	
AUTO 1840	Independent Study	
AUTO 2345	Automotive Hybrid Technology	
AUTO 2364	Automotive ScanTool Usage & Exploration	
AUTO 2365	Intro to Diesel Fuel Systems & Emissions	
AUTO 2370	A.S.E. Certification Analysis & Tech	
AUTO 2840	Experimental/Pilot Class	
AUTO 2860	Internship (Career & Technical Ed)	
WELD 1100	Welding I	
General Education		
Select 18-22 credits		18-22
Total Credits		64-68

General Education Requirements

For general education requirements for the AAS degree, please visit the AAS degree catalog page (<https://catalog.cod.edu/associate-degree-programs/associate-applied-science-degree/>).

Suggested Semester Sequence

Course	Title	Credits
First Semester		
AUTO 1110	Engine Design and Operation ¹	3
AUTO 1120	Manual Drive Train and Axles ¹	3
AUTO 1131	Automotive Electrical I ¹	3
AUTO 1140	Suspension, Steering and Alignment ¹	3
SPEEC 1100	Fundamentals of Speech Communication	3
Credits		15
Second Semester		
AUTO 1232	Automotive Electrical II ¹	3
AUTO 1240	Braking Systems ¹	3
AUTO 1250	Automotive Air Conditioning and Heating ¹	3
AUTO 1261	Engine Controls & Emissions I ¹	3
ENGLI 1101	English Composition I	3
Credits		15
Third Semester		
AUTO 2120	Automatic Transmission ¹	3
AUTO 2133	Automotive Electrical III ¹	3
AUTO 2140	Advanced Chassis Systems ¹	3
AUTO 2162	Engine Controls and Emissions II ¹	3
MATH 1218	General Education Mathematics	3
GEN ED	Physical & Life Sciences	3-5
Credits		18-20
Fourth Semester		
AUTO 2220	Advanced Automotive Drivetrains ¹	3
AUTO 2280	Automotive Service ¹	6
ELECTIVE	Elective	1-3
GEN ED	Humanities and Fine Arts	3
GEN ED	Social and Behavioral Science	3
Credits		16-18
Total Credits		64-68

¹ Course has a prerequisite

Program Milestones

First Semester

- Consider joining or visiting with a professional, cultural or interest-based Student Club (http://cod.edu/student_life/clubs_org/).

Second Semester

- If you have not done so yet this semester, it is important to make an appointment with a Faculty or Program Advisor (<https://www.cod.edu/academics/programs/autotech/faculty.aspx>) to discuss your future academic progress.

This page lists programs related to one another.

- Automotive Service Management, Certificate (<https://catalog.cod.edu/programs-study/automotive-service-technology/automotive-service-management-certificate/>)
- Entry Level Automotive Service Technology, Certificate (<https://catalog.cod.edu/programs-study/automotive-service-technology/entry-level-automotive-service-technology-certificate/>)

2 *Master Automotive Service Technology, A.A.S.*

- Master Automotive Service Technology Advanced Certificate (<https://catalog.cod.edu/programs-study/automotive-service-technology/master-automotive-service-technology-certificate/>)