



**Catalog Supplement**

**2019 Catalog, Volume 12**

**Supplement Effective: September 17, 2019**

**Effective April 26, 2019:**

**Electrical Trades Technology, Page 38**

STC – Brandon is no longer enrolling students into the Associate of Science in Electrical Trades Technology as the program teach-out is complete.

**Effective May 14, 2019:**

**Dispute Resolution by Binding Arbitration and Waiver Jury Trial, Page 33**

The following is modified:

The Student and Southern Technical College (“the College”) agree that any dispute or claim (as “claim” is defined below) between the Student and the College (or any company affiliated with the College, or any of its officers, directors, trustees, employees or agents), shall be submitted to and resolved by mandatory, individual binding arbitration conducted by the American Arbitration Association (“AAA”), or in the alternative in Small Claims Court, if the claim is within the scope of the Small Claims Court’s jurisdiction. The Student and the College agree that any claim pursued in Small Claims Court shall be filed in the Small Claims Court within the municipality where the campus attended by the Student is located. This binding arbitration agreement precludes the Student or the College from pursuing a claim in a court other than Small Claims Court, or in any manner other than by arbitration. Any arbitration brought between the Student and the College will take place on an individual basis; the parties expressly agree that class arbitration and class actions are not permitted. This policy, however, is not intended to modify the Student’s right, if any, to file a grievance with any state educational regulatory body or accreditor. The Student and the College agree that the term “claim” is intended to be broadly interpreted to mean any and all disputes of claims between them of any nature whatsoever. The Student and the College expressly agree that the agreement to arbitrate set forth in this section is intended to be broadly interpreted. The term “claim” shall be interpreted to include, but is not limited to: any claim, dispute, or controversy, whether in contract, tort, or otherwise, whether pre-existing, present or future, and including or arising from or relating to any of the following: (i) the Student’s execution of this Enrollment Agreement and the obligations of the Student or the College hereunder, or the validity, enforceability, or scope of this Enrollment Agreement; (ii) the Student’s recruitment and application for admittance, including but not limited to any advertisement, promotions, or oral or written statements relied upon by the Student in deciding to attend the College; (iii) the Student’s attendance at the College and the quality of the instruction or education provided to the student; (iv) any financial obligations incurred by the Student as a result of the Student’s enrollment and/or attendance at the College, or matters related to the Student’s financial aid or other federal assistance (but please see "Important Information for Federal Direct Loan borrowers below") or the provision or performance of Career Services, and (v) any discrimination, civil rights, or sexual harassment claims. The term “claim” shall further be interpreted to include, without limitation, any and all claims, disputes, or controversies of any nature which arose before this or any prior Agreement, and any and all claims, disputes, or controversies that may arise after the termination of this Enrollment Agreement. The arbitrator may award injunctive relief to either the Student or College in any dispute, but only may award such injunctive relief in favor of the individual party seeking relief and only to the extent necessary to provide relief warranted by that party’s own individual claims. The Student and the College agree that each may bring claims against the other only in their individual capacities, and not as a plaintiff or class member in any purported class or representative proceeding. Further, unless both the Student and the College agree otherwise in writing, the arbitrator may not consolidate more than one person’s claims, and may not otherwise preside over any form of a representative or class proceeding.

**Procedure for Filing Arbitration.**

1. The Student is strongly encouraged, but not required, to utilize the Grievance Policy described in the Catalog, prior to filing arbitration.



2. A Student desiring to file arbitration should first contact the Executive Director, who will provide the Student with a copy of the AAA Commercial Rules. A Student desiring to file arbitration should then contact the American Arbitration Association in the city and county in which the College campus attended is located, which will provide the appropriate forms and detailed instructions. The student should return this form to the AAA.
3. A Student may, but need not, be represented by an attorney at the arbitration.

The Student acknowledges that he or she may at any time, before or after admission, obtain a copy of the Rules of the American Arbitration Association, at no cost, from the AAA. The website for the AAA is [www.adr.org](http://www.adr.org). If any provision of this arbitration provision is found to be invalid or enforceable, then such specific part or parts shall be of no force and effect and shall be severed, but the remainder of the arbitration provisions shall continue in full force. This arbitration provision shall survive the termination of a student's relationship with the College.

***Important Exceptions to this section for Federal Direct Loan Borrowers:***

**We agree that neither we nor anyone else who later becomes a party to this predispute arbitration agreement will use it to stop you from bringing a lawsuit concerning our acts or omissions regarding the making of the Federal Direct Loan or the provision by us of educational services for which the Federal Direct Loan was obtained. You may file a lawsuit for such a claim or you may be a member of a class action lawsuit for such a claim even if you do not file it. This provision does not apply to other claims. We agree that only the court is to decide whether a claim asserted in the lawsuit is a claim regarding the making of the Federal Direct Loan or the provision of educational services for which the loan was obtained.**

**We agree that neither we nor anyone else who later becomes a party to this agreement will use this agreement to stop you from being part of a class action lawsuit in court. You may file a class action lawsuit in court or you may be a member of a class action lawsuit even if you do not file it. This provision applies only to class action claims concerning our acts or omissions regarding the making of the Federal Direct Loan or the provision by us of educational services for which the Federal Direct Loan was obtained. We agree that only the court is to decide whether a claim asserted in the lawsuit is a claim regarding the making of the Federal Direct Loan or the provision of educational services for which the loan was obtained.**

**Effective July 1, 2019**

**Catalog, Page 16, Leave of Absence (LOA) Policy**

The College recognizes that personal situations may arise and require an extended period of time to resolve. A leave of absence may be granted in accordance with the policy and procedure established by the College.

To request a leave of absence (LOA), has made a written, signed and dated request for a leave of absence prior to the leave of absence beginning. The leave of absence is for an acceptable reason, such as medical issues impacting the student or a family member, military service requirements, jury duty, and other serious personal or family issues that require an interruption in enrollment.

The student has completed, at least, one course with a passing grade at the end of the term prior to applying for an LOA.

The leave of absence form must indicate a definitive time frame for the LOA not to exceed 180 days within one 12-month period. Financial aid advising must take place prior to approval by the DOE. The LOA request must be approved by the Director of Education, Financial Aid Administrator and Executive Director. The LOA form and supporting documentation must be forwarded to the designated main office staff member for final approval.



The date that the student is expected to return is the first scheduled class day for that student. Failure to return from a LOA by the designated date may result in the student's withdrawal from the College as of their last date of attendance (LDA).

Additional Leaves of Absence or extensions to a Leave of Absence may be granted as long as the total length of the LOA does not exceed 180 days within a 12-month period. An additional Leave of Absence must be properly requested in accordance with the Leave of Absence Policy. An extension to a Leave of Absence must be requested prior to the end date of the initial LOA and requires the same approvals as the first LOA.

The remaining courses a student must take to complete his or her program may not be offered during the term in which the student returns, resulting in an extension of his or her program completion date. The College will attempt to schedule a student in available courses, as applicable, in order to keep the student on track for graduation; however, this is not guaranteed.

**Effective July 1, 2019**

**Catalog, Page 26, Military Student Information and Policies (Veterans Benefits)**

The following is added to the catalog:

In accordance with Title 38 US Code 3679 subsection (e), this school adopts the following additional provisions for any students using U.S. Department of Veterans Affairs (VA) Post 9/11 G.I. Bill® (Ch. 33) or Vocational Rehabilitation & Employment (Ch. 31) benefits, after eligibility is established and while payment to the institution is pending from the VA. This school will not:

- Prevent the student's enrollment;
- Assess a late penalty fee to the student;
- Require the student to secure alternative or additional funding;

Deny the student access to any resources (access to classes, libraries, or other institutional facilities) available to other students who have satisfied their tuition and fee bills to the institution.

**Effective July 30, 2019**

**Catalog, Page 94, VAT120 – Anatomy and Physiology**

The prerequisite for VAT120 is removed.

**Effective September 17, 2019**

**Catalog, Page 37, Program Offerings**

The following is added to the catalog:

Welding Technology – Associate of Applied Science

The STC Auburndale, Orlando, and Sanford campuses are now enrolling in the Welding Technology – Associate of Applied Science program.

The following is added:

The Associate of Science in Welding Technology is no longer enrolling students at the Auburndale, Orlando, and Sanford campuses as the program is in teach-out.

**Catalog, Page 41, Program Offerings**

The following is added to the catalog:



Welding Technology  
 Associate of Applied Science  
 Locations: Auburndale, Orlando, Sanford  
 90 Quarter Credits  
 72 Weeks

The Welding Technology program is designed to fuse the technological, professional and technical skills necessary to ensure that graduates are competent welders and business professionals. This program offers students relevant general education, business and technology courses and a complete series of skills development in welding. Students will develop skills in Fillet (F) and Groove (G) Welding, and Metal Arc Shield Welding. Students will also learn MIG/TIG components of more advanced welding techniques for pipe welding. Students may be eligible to sit for certifications in basic and intermediate welding skills. Graduates from this program may seek entry level employment as a welder in a welding shop, ship yard, automotive repair facility, construction and other work settings.

**Educational Objectives:** Use hand-welding or flame-cutting equipment to weld or join metal components or to fill holes, indentations, or seams of fabricated metal products.

Course Number	Required Courses	Quarter Credits
BUS103	Introduction to Business	6
COC100	Computer Concepts	4.5
CON101	Introduction to Building Construction	6
SLS110	Career Preparation	6
WLD100	Introduction to Welding	4.5
WLD102	Fillet Welding	4.5
WLD103	Introduction to Fabrication	4.5
WLD111	Structural Welding	4.5
WLD120	SMAW Groove Welding	4.5
WLD141	Basic Pipe Welding	4.5
WLD145	Introduction to TIG Welding	4.5
WLD251	Pipe Welding I	4.5
WLD261	Pipe Welding II	4.5
WLD280	Non-Ferrous Welding I	4.5
WLD284	Non-Ferrous Welding II	4.5
<b>General Education Courses</b>		
COM101	Communications	6
ENG101	English Composition I	6
MAT105	College Mathematics	6
<b>Total Credits Required for Graduation</b>		<b>90</b>

**COURSE DESCRIPTIONS**

This section provides descriptions of courses offered at the College. The College reserves the right to revise course descriptions, course offerings, and program curricula at any time. Courses marked with an “O” designation are approved for online delivery.

WLD103 Introduction to Fabrication 4.5 credit hours  
 The course covers layout and fabrication related to the welding industry, and continues blueprint instruction introduced in earlier courses. The course also provides an introduction to metal fabrication techniques. Prerequisites:



CON101

WLD145 Introduction to TIG Welding

4.5 Credit hours

This course is designed to introduce the students to the equipment and techniques associated with the welding of ferrous material (carbon steel) using the gas tungsten arc welding (GTAW) method. Students will weld fillet and lap joints, lab included. Prerequisite: WLD100

**Catalog, Page 18, Consortium Agreement**

The following is changed in the catalog:

Southern Technical College – Tampa is approved to offer online courses via consortium agreement to the following Southern Technical College campuses: Auburndale, Brandon, Orlando, and Sanford.

**Catalog, Page 44, Patient Care Technician**

STC – Brandon is no longer enrolling students into Patient Care Technician - Diploma as the program teach-out is complete.

STC Auburndale and Sanford are no longer enrolling students into Patient Care Technician - Diploma as the program is in teach-out.