



# OZARKS TECHNICAL COMMUNITY COLLEGE

## Industrial Welding Specialist (20-Week Welding)

### Program Overview

The Industrial Welding Specialist (20-week welding) program is a hands-on program providing skills-based instruction needed to secure jobs in the local stainless steel and aluminum welding industry. Coursework provides fundamental instruction in the major welding processes including Shielded Metal Arc Welding (SMAW), Gas Tungsten Arc Welding (GTAW), Gas Metal Arc Welding (GMAW) and Flux-Cored Arc Welding (FCAW) along with training in safety, blueprint reading, oxy-fuel cutting, plasma arc cutting and carbon arc cutting. Advanced welding classes will focus on GMAW and GTAW welding skills along with fabrication and finishing techniques to prepare the graduate for testing and certification for local stainless and aluminum fabrication shops. An emphasis on safe work practices and critical thinking skills will be a part of all coursework. The lab facility is a certified Accredited Testing Facility by the American Welding Society (AWS) <https://www.aws.org/>, 8669 NW 36 Street #130, Miami, FL 33166-6672, (800) 443-9353.

Program enrollment is limited to 14 students with alternates selected in the application process that will fill any spots that may open between the close of the application window and the start of the semester. Alternates who are not cycled into the class the semester they apply are guaranteed a spot in the following semester's class, barring any disqualifying event that would prevent them from attending OTC.

If you plan to apply to for a spot in the Industrial Welding Specialist program, please send your first and last name, preferred email, and a good contact number to [20weekwelding@otc.edu](mailto:20weekwelding@otc.edu) to be added to the contact list, receive a complete set of the current application items including the points list and a document that explains how to get each set of points for the application process, and receive important updates/reminders about the application process. Applications received January 1 through May 15 (fall class) and August 1 through October 15 (spring class) will be considered priority. If seats are still available after the priority deadline, applications are reviewed every 2 weeks to fill any remaining seats.

All questions about the program should be directed to [20weekwelding@otc.edu](mailto:20weekwelding@otc.edu) or you may call 417-447-8266 to speak with the program instructor, Hank Ryan.

## **Frequently Asked Questions**

### **Abbreviations use in this document**

- OTC – Ozarks Technical Community College
- IWS – Industrial Welding Specialist (20-Week Welding)
- FAFSA – Free Application for Federal Student Aid
- AAS – Associates of Applied Science

### ***How much does the IWS (20-Week Welding Program Cost?)***

- Please refer to the Industrial Welding Cost sheet for cost estimates. Please note, these are estimates only and subject to change.

### ***Does OTC help students with internships and job placement?***

- We do all we can to help students find employment, but job placement is not guaranteed as it is also determined by factors such as attitude, reliability, and other soft skills.
- To this point, students have had great success in finding employment and all the reports of such have been positive. Students should work up a resume and be prepared to interview when searching for an employment opportunity and class time will be devoted to helping with this endeavor.
- We have a career employment services sector that helps all OTC students and alumni track down jobs. We also have an active advisory committee and we are working on other avenues to keep up with job openings and opportunities there may be out there for students. Your instructor is a great resource and will provide insight into job opportunities.

### ***When do classes start?***

- Classes begin in either the fall (around August 1 – December 16 ) or spring (around January 3 – May 27) semesters. Please see the College's official [Academic Calendar](#) for the most accurate dates.

### ***How long is the class?***

- Classes typically run Monday through Friday, 7AM – 3:05PM. A typical day will begin in the welding lab from 7-11:35AM and then classroom instruction from 12:35-3:05PM. Please note that these times are subject to change.
- An evening class may also be an option, depending upon demand. This class would run Monday through Friday, 1:00 – 9:00PM.

***Will I be taking general education classes with this program?***

- The 20-week welding program provides focused instruction and laboratory practice to improve welding skills. Embedded math, communication, and metallurgy/science content will be presented by your welding instructor as it ties to direct success in the welding industry. No additional general education classes are needed to graduate with a Certificate of Achievement in Welding Technology.

***Will I receive a diploma for this program?***

- Yes, if you successfully complete this program and meet graduation requirements, you will receive a diploma for the Certificate of Achievement in Welding Technology and be encouraged to walk in the OTC commencement ceremony in May. Please note, you must meet OTC institutional graduation requirements, which includes a 2.0 minimum grade point average.

***Where are classes held?***

- Classes are held at the Workforce Training Center, OTC Springfield Campus, 731 N Clay Street, Springfield, MO 65802

***Will some content be online?***

- Yes, there are 2 industry certifications that require online engagement – OSHA 10 General Industry and Crosby Rigging certification. Your instructor will assist you with any difficulties you encounter in completing these 2 certifications. Additional online content and assignments may be added as needed.

***Are there any special admission requirements for this major?***

- After a student applies to OTC, a few special items are needed:
- This is a selective admission program based on a points system. The top scoring students will be accepted into the program first, with ties being broken by a committee's review of the applicants' essay, letters of recommendation, and resume or attendance record. (see application packet for more information)
- Students must be able to stand or sit for prolonged periods of time; to lift, carry, push, and/or pull 60 lbs. to a height of 42"; to enter, exit and operate manufacturing equipment such as a forklift, to operate equipment requiring repetitive hand movement and fine coordination. In addition, walking, standing, some pulling, pushing, stooping, kneeling and reaching are required. There is also exposure to oil, dirt, water and temperature extremes.

### ***What degree will a student complete?***

- This degree will be a Certificate of Achievement in Welding Technology. Please note, you must meet OTC institutional graduation requirements, which includes a 2.0 minimum grade point average.

### ***What do I need to do besides apply to OTC?***

- The IWS program is a selective admission program, so after applying and being accepted by OTC, you will need to submit additional application items for consideration to join the program. This is because the IWS program is a high demand program with limited seats available. Due to the nature of the program there is no path for a student to start mid-way through, thus if a student drops out early on there is no way to fill that spot. The admission process is a point-based system that assigns points to items we have found to foster student success. In the case of a tie the students' one-page essay, resume or attendance record, and any letters of reference submitted will be used to determine who gets the position.
- You should start by sending your name, phone number, and an email address you monitor to [20weekwelding@otc.edu](mailto:20weekwelding@otc.edu) to get a copy of the current application packet and added to the contact list for the cohort you wish to apply for.
- Fully and carefully read through both this document, the FAQs, and the Application document to make sure there are no issues you need to inquire about. If you run into anything that you think might be a problem, please email [20weekwelding@otc.edu](mailto:20weekwelding@otc.edu) or call 417-447-4794.
- Gather the required documentation on as many items as you can from the points list and submit them to [20weekwelding@otc.edu](mailto:20weekwelding@otc.edu) or drop them by the Student Success Office, Industry Transportation & Technology Center room 109A, 1001 E Chestnut Expressway, Springfield MO. We often receive more applications than we have positions for, so there is a fair amount of competition for spots in the program each year. With this in mind, don't leave easy points out of your application and make sure you receive a verification of receipt email for everything you send in. It is recommended to turn everything in at one time to reduce the likelihood of items getting lost, but it is not required. For everything emailed in you will receive a confirmation email. If you do not receive the confirmation email, you are responsible for double checking that the submitted item(s) were received.
- ***Monitor your OTC email!*** All official communications will go to your OTC account such as financial aid items, any changes to classes, and your acceptance to the program if selected at the end of the application process. Failure to reply in a timely manner to an

OTC email could cost you your position in the program or result in the loss of financial aid.

***What would be grounds for dismissal from the 20-Week Welding program?***

- Dishonesty in any part of the application process and throughout the student's tenure in the program to include academic dishonesty.
- Engaging in harassment, hazing, and/or sexual misconduct of fellow students or OTC employees.
- Violation of the Police 5.15-Standards of Student Conduct found here: <https://about.otc.edu/policies/article-v-student-services/5-15-standards-of-student-conduct/>
- Any act which compromises the safety of the student or their peers.
- Testing positive on a drug screen during the program. Students may be subject to a random drug screening during the semester. A positive (non-negative) drug screening will result in dismissal from the program without a refund.
- Multiple failures to show up to class on time and in a condition to work.
- Smoking, vaping, chewing, or any other use of tobacco in either the lab area or classroom environment.

***Can I drop out and come back later?***

- If you begin the program and decide to leave OTC or change to another program it will likely cause issues with financial aid and other such matters involved with course completion. Often students who change their minds are deep enough into the semester there will be no refund of tuition, so you might as well get the most you can for your money.
- If you want to have the option of returning, you need to meet with the program director to find out what will be entailed in re-entering the program and the best way to exit the program to be eligible for return.
- Students who leave the program are ***NOT*** guaranteed a spot to return to nor is acceptance back into the program guaranteed. Students who have been out of the program for more than a semester may be required to resubmit their application

packet, compete for a spot in the program same as the new students coming in, complete some actions first, and/or similar tasks to ensure success.

- Students dismissed from the program may not be eligible to return, depending on the dismissal reason. Students dismissed for safety violations are considered ineligible for readmittance to the IWS program.

### ***What type of gear or supplies will I need?***

- **Equipment Kit:** The equipment kit is included in the course fee and includes Safety glasses, face shield, ear plugs, welding helmet (auto-darkening), welding gloves, welding leather cape sleeves, triple flint lighter, tape measure, MIG Pliers, Combination Square, and 11R Locking C-Clamp, and a gear bag.
  - For the welding leather cape sleeves, if you are not a standard M, L, XL, or XXL, please make plans to stop by the OTC bookstore on the Springfield campus to get fitted for your correct size at least 3 weeks prior to the start of class. This will ensure your correct sleeve size is available for you when you begin to weld.
  - **If you have equipment already:** Those that have welding gear already will still receive the equipment kit as part of the course. This will provide you with back-up supplies in the event of equipment failure.
- **Required items but not provided in tool kit:**
  - **Safety Items:** Side-shields for prescription eye wear, Leather Boots /Shoes, Cotton Duct /Natural fiber work wear. Face covering or Mask may be required based upon current OTC mandates. *Note: One pair of Safety glass and gloves will be provided in Welding kit. Additional that might be required will be provided by student.*
  - **Calculator: Calculated Industries.-** Material Estimator *Model #4019 or Texas Instruments-TI-30XIIS* \*Either of these calculators is the recommended calculator for this course.
  - **Binder:** Students will be expected to provide a three ring binder and dividers w/tabs, to organize assignments tests and handouts throughout the course
- **Textbooks:** There are 3 required textbooks for this program that can be purchased through the bookstore on the first day of class. If using an outside vendor other than the OTC bookstore, please bring these books with you the first day of class:
  - **Welding Skills** by B.J. Monez, 5<sup>th</sup> edition, published by American Technical Publishers, ISBN: 9780826930842
  - **Welding Skills Workbook** by Jonathan Gross, 5<sup>th</sup> edition, published by American Technical Publishers, ISBN: 9780826930859
  - **Welding Print Reading** by John R. Walker, 8<sup>th</sup> edition, published by Goodheart-Wilcox, ISBN: 978-1-68584-572-8
- **Recommended Items:**
  - **Tools:** Flashlight, Auto-Darkening Welding Hood, Side-shields for prescription eye wear

- **Clothing:** You will also need to plan for appropriate welding clothing, which should always be natural fibers such as cotton or wool. Jeans and cotton shirts are most commonly worn; you will also need leather boots. Steel-toed boots are not required, but highly encouraged. Boots are also available through the OTC Bookstore and can be applied to your student account.

Students will need additional items (gloves, safety glasses etc.) through out the course. The welding kit provided, is everything students will need to get started. Additional safety glasses and gloves are a few items students will choose to purchase later in this course.

*Supplies and textbooks are available through the bookstore and can be purchased the first day of class and/or charged to your student account.*

### ***How do I get my student ID?***

- After submitting you OTC application, if you are on campus at any point, you should have your Student ID made at the Information Technology Service Center in the Information Commons Atrium. If you are not on campus, you should plan to have your student ID made the first week of class (it will arrive by mail approximately 2 weeks after getting it made).

### ***Can students use Financial Aid, A+ Scholarships, or Veterans benefits?***

- The program is financial aid eligible. Students are eligible for all state and federal aid, foundation, and institutional scholarships. Keep in mind all grants, loans and scholarships will have dollar limits. Here is a good link to check out that will help to make sense of how to pay for college: <https://students.otc.edu/payingforcollege/> .
- To apply for OTC scholarships, please go to <http://students.otc.edu/financialaid/scholarships/> to learn more. There are deadlines for application so it is highly recommended you check this out right away and plan accordingly. If you need assistance, please contact Chelsea Foresee, College Navigator, [foreseec@otc.edu](mailto:foreseec@otc.edu) or 417-447-4795 for assistance.
- Students who are qualified A+ scholarship recipients will be eligible to use those fund benefits toward the cost of the program. These dollars are applied to the tuition and common course fees. This scholarship does ***not*** cover lab and book fees.
- Veteran training benefits can be used for this program and students using this funding will need to go to <https://students.otc.edu/veteran/> to learn more about the process. Veteran/Military students can also call 417-447-6968 for more information.
- To learn more about loans, please visit <https://studentaid.ed.gov/sa/types/loans/subsidized-unsubsidized#eligibility-time-limit>

***Can a student take the IWS program at other campuses besides Springfield?***

- This program is currently offered at the Springfield campus only.

***How many people are in each class?***

- The class is capped at 14 students to match the number of welding booths available in the lab.

***Is there Housing available?***

- OTC does not provide any housing for students nor do we currently have any discount programs for such with outside entities. For those looking for housing near their campus of choice it is recommended to inquire with the Chamber of Commerce for current leads to secure apartments and such. Any information we do happen to come across will be shared with the students with the understanding that it is up to the student to verify such information and proceed as they see fit. OTC does not endorse nor verify any housing vendors and any shared information is purely for information purposes. The student must do their due diligence in this matter so they make an informed decision.

***Do students need their own computers?***

- Although it is very possible to be successful without a personal computer, computers and the Internet are used. Computers are available at all OTC locations for student use. Computer costs will not be covered by financial aid up front, but any refund given from financial aid can be used in the purchase of the item (if there is a refund).
- All necessary equipment, excluding textbooks, will be provided through the course fee.



**Please complete this page and return a signed copy if you are applying for the Industrial Welding Specialist (20-week welding) program. You can drop this by the Springfield Campus office or email a scanned copy to [20weekwelding@otc.edu](mailto:20weekwelding@otc.edu) .**

I \_\_\_\_\_ have read the frequently asked questions about the Industrial Welding Specialist program. I understand that I am responsible for knowing the content of this document and asking any additional questions I may have.

Signed: \_\_\_\_\_

Printed Name \_\_\_\_\_ OTC Student ID: \_\_\_\_\_