

Information Guide



Associate in Applied Science Degree With Major in Diesel and Heavy Equipment Technology

Industrial and Farm Equipment Technician Program

Sponsored By
SouthWestern Association
SouthWestern Association Members

Services & Solutions for Successful Equipment & Hardware Retailers!
Actively supporting the growth of its member retailers, the SouthWestern Association provides a broad range of services to help these independent businesses maintain profitability and become more successful.

Kansas, Missouri, New Mexico, Oklahoma, Texas

http://www.osuit.edu/academics/diesel_and_heavy/southwestern_association/
<http://www.southwesternassn.com>



**INSTITUTE OF
TECHNOLOGY**



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The SouthWestern Association

Membership in the SouthWestern Association is open to businesses in Kansas, Missouri, New Mexico, Oklahoma, and Texas.

- Membership is open to farm equipment dealers located in Kansas, Missouri, New Mexico, Oklahoma and Texas.
- Membership is open to industrial equipment dealers located in Kansas, Missouri, New Mexico, Oklahoma, and Texas.
- Membership is open to outdoor power equipment dealers located in Kansas, Missouri, New Mexico, Oklahoma and Texas.

Associate Membership in the SouthWestern Association is open to businesses in Arkansas, Kansas, Louisiana, Missouri, Nebraska, New Mexico, Oklahoma, and Texas that work in industries related to the core membership, or that serve the core members' business needs.

In Kansas, Missouri, New Mexico, Oklahoma, and Texas associate members include equipment manufacturers, agricultural companies, financial services firms, computer products, computer services suppliers, and a range of other suppliers.

PROGRAM OBJECTIVE

The SouthWestern Association Industrial and Farm Equipment Technician Training Program is a cooperative two-year college level Student Technician education program that leads to an Associate in Applied Science degree with a major in Industrial & Farm Equipment Technology. The Heavy Equipment and Vehicle Institute at Oklahoma State University Institute of Technology, working in close relationship with the sponsoring SouthWestern Association members, administer the program activities. The Program is exclusively by and for SouthWestern Association Members.

PROGRAM PURPOSE

The purpose of the program is to upgrade the technical competency and professional level of incoming industrial and farm equipment service technicians. It will train students to analytically diagnose, service and maintain industrial and farm products using recommended procedures, special tools, and service information. It will provide course content that will enable successful graduates to advance in position after additional experience, and to understand new systems and components as they are introduced.

PROGRAM STRUCTURE

The two-year, six semester program incorporates approximately one-half of the time designated for technical / academic education at OSU Institute of Technology. The remaining time is allocated for on-the-job experience at sponsoring SouthWestern Association member dealerships. Each block of technical education and general education course work is followed by an immediate dealership work experience time period that reinforces the technical education. These time periods are approximately 7 ½ weeks in length each. It is essential for the success of the program that the students' education at OSU Institute of Technology and dealership work experiences be closely aligned for maximum student learning and retention.

Since considerable time is spent at the dealership it is a requirement of the program that students have a sponsoring SouthWestern Association member dealership prior to enrollment. The primary responsibility for the dealership is to provide training-related employment for the students during their dealership learning / work experience, internship.

All tuition, fees, textbooks, travel expenses and housing costs are the responsibility of the student. In addition to these costs, the students are required to purchase a prescribed tool set if they do not already have one.

PROGRAM CURRICULUM

Technical training on industrial and farm equipment and components includes the latest developments in: Engine Repair; Hydraulic Systems; Electrical and Electronic Systems; Test Procedures and Diagnostic Tools.

In addition to the technical curriculum, courses will be offered in areas such as Math; Composition/Technical Writing; Psychology, U.S. History; U.S. Government; Business and Ethics to provide students with the background necessary for effective communication of ideas and the development on interpersonal skills.

PURPOSE OF THE INTERNSHIP

The internship allows students to apply, in a real world setting, what they have learned during the previous classroom/lab sessions. In addition, students become familiar with the dealership environment, its organizational structure, and the competencies that are expected of a professional service technician.

STUDENT QUALIFICATIONS

Prospective students must be:

1. 18 years of age (or older) by the time of the first internship.
2. High School Graduate or equivalent.
3. Able to meet OSU Institute of Technology admission and academic requirements.
4. Able to meet SouthWestern Association member dealership hiring requirements.
5. Sponsored by a SouthWestern Association member.
6. Possess a valid driver's license and maintain an employable driving record.
7. Willing to take a drug test if requested by Dealership sponsor.
(NOTE: for many dealerships this is a requirement for employment)
8. Sincere about becoming the best service technician he/she can be.

Tobacco use in University Buildings and Grounds

It is the intent of Oklahoma State University to promote the health, well-being and safety of all students, faculty, staff and visitors. As such, effective July 1, 2010, Oklahoma State University Institute of Technology is designated as a tobacco-free environment. Smoking and the use of all tobacco products are prohibited.

Residential Life will designate a limited number of facilities that will be exempt from this policy. Residential Life officials charged with oversight of the exempt areas of campus where tobacco use is permitted must adopt and post internal policies.

Tobacco use is prohibited in vehicles on grounds owned or under the control of Oklahoma State University.

Students will have access to cessation assistance.

Admissions Checklist

Regular Admission – applies to students who have never attended college. This also includes students who earned college credit through Cooperative Alliance or Concurrent Enrollment while in high school. GED, Home-Schooled, and students under 21 years of age who never attended college fall in this category.

- Complete and submit an Oklahoma State University Institute of Technology Application for Admission http://www.osuit.edu/academics/forms/admissions_packet.pdf
- Obtain a Personal Identification Number (PIN) to sign online at www.pin.ed.gov. (If you are a dependent student, a parent will need a PIN as well) Complete the Free Application for Federal Student Aid (FAFSA) available at www.fafsa.ed.gov. **Our school code is 003172.** Once our office receives your information, we will notify you if additional information is needed and/or send your award letter.
- Complete and submit Scholarship Applications before March 1
<http://www.osuit.edu/admissions/scholarships>
- Submit official high school transcript/GED
- Submit ACT or SAT scores.
- COMPASS testing if math, reading, writing or science scores on the ACT are below a 19. Compass testing is a computer generated assessment administered through the Assessment Center at Oklahoma State University Institute of Technology 918-293-5248: http://www.osuit.edu/academics/assessment_center.php

Compass sample questions at: <http://www.act.org/compass/sample/>

Additional Compass Skills Reviews at: http://www.osuit.edu/academics/assessment_center.php
- Remove preparatory class needs prior to the start of the fall semester.
- Complete the Immunization Record Form or the Certificate of Exemption
http://www.osuit.edu/campus_community/campus_health/
- Complete room and board contract – Single and Nontraditional Students Room and Board Contract for single students, Family Housing University apartments Contract if you plan to have your family with you at OSUIT.
http://www.osuit.edu/campus_community/residential_life/prospective_residents.php
Students making application for campus housing are encouraged to apply early. To reserve space in campus housing students must make a deposit of \$150 (\$500 for family apartments).
- Pay \$50.00 enrollment Deposit at Bursars Office (918) 293-5226
- Complete enrollment through the HEVi Department (918) 293-4710 or (918) 293-4724

Transfer Student -Student with 24 or more college credits

Documents required:

Official college transcript(s) from every college attended
COMPASS testing (compass test may be waived with applicable transfer classes)
Immunization Records/Waiver
Complete room and board contract, pay deposit.
Pay \$50.00 enrollment deposit

Student with less than 24 college credits:

Official college transcript(s) from every college attended
Official high school transcript/GED
ACT scores
COMPASS testing (may be waived with applicable transfer classes OR if ACT scores in math, reading, writing and science are 19 or above)
Immunization Records/Waiver
Complete room and board contract , pay deposit.
Pay \$50.00 enrollment deposit



Important Dates

January, 2011

- 2011-2012 Financial Aid Applications Are Available
- Oklahoma State University Institute of Technology Scholarship Applications Available
- Oklahoma State University Institute of Technology Admission Applications Available

January 31, 2011

- Families Receive W-2 Forms And Begin To Prepare Tax Returns So Financial Aid Applications Can Be Completed.

February 1, 2011

- Students Begin Submitting Oklahoma State University Institute of Technology Admission Applications
- Begin Completing Free Application For Federal Student Aid (FAFSA)
- Students Should Be Making Plans To Take The ACT or SAT Test

May 9, 2011

- Enrollment Begins For Fall 2011 Term.

September 6, 2011

- Move-in Day for Freshman SouthWestern Association Students

September 7, 2011

- First Day of Classes for Freshman SouthWestern Association Students

October 27, 2011

- Last Day of on Campus Classes for Freshman SouthWestern Association Students

For More Information please call:

Roy Achemire.....	(918) 293-4724
Heavy Equipment & Vehicle Institute	(918) 293-4710
Student Financial Services	(918) 293-5290
Admissions Office	(918) 293-4680

RESPONSIBILITIES OF PARTICIPANTS

OSU INSTITUTE OF TECHNOLOGY

1. Provide faculty dedicated solely to the SouthWestern Association Program
2. Provide necessary time to initially train and update the faculty
3. Provide facility dedicated solely to the SouthWestern Association Program; classrooms, labs, etc.
4. Provide advisement for SouthWestern Association students.
5. Maintain up-to-date tools and equipment.
6. Grant the Associate of Applied Science degree in Industrial and Farm Equipment Technology to graduates.
7. Inform sponsoring dealers of student progress.
8. Assist dealerships with student selection and recruitment.
9. Work with the Dealership to assure involvement in internships.
10. Conduct student visitations during internships.
11. Establish a SouthWestern Association Program Advisory Committee.
12. Schedule Advisory Committee meetings.
13. In general, oversee student recruitment and selection process.

SOUTHWESTERN ASSOCIATION MEMBER

1. Agree to act as a sponsoring dealership.
2. Appoint an in-dealership Coordinator.
3. Recruit, interview and select prospective student(s)
4. Provide dealership coordinated internship experience in accordance with the program schedule for the duration of the curriculum.
5. Provide related work/learning experiences that supplement the students' most recent instruction.
6. Agree to pay the student during periods of dealership internship.
7. Provide work uniforms for student consistent with dealership policy both while at school and at the dealership.
8. Provide any other benefits in a manner consistent with other dealership employees.
9. Assist in obtaining equipment and training aids.
10. Participate in the Advisory Committee meetings.
11. **Provide \$350.00 per semester per student for a scholarship and program support. \$200.00 per semester will go directly to the student, \$150.00 will go to the program, to be billed each semester.**

STUDENT

1. Obtain and maintain a Southwestern Association Sponsor throughout the program.
2. Provide the sponsoring Southwestern Association Member with responsible and productive work effort.
3. Participate in all learning activities at scheduled times.
4. Maintain academic standards and adhere to academic policies (minimum 2.0 GPA) according to OSU Institute of Technology policy.
5. Maintain dealership attendance standards.
6. Be responsible for program cost: tuition, fees, books, tools, housing, etc.
7. Wear work uniforms, safety glasses and recommended personal safety equipment during campus class/labs and dealership internship experiences.

STUDENT SELECTION PROCEDURES

1. Students who wish to become a member of the Southwestern Association program should make application to OSU Institute of Technology early in the spring semester (January – March) if possible. This will allow time for processing financial aid packages, identification of preparatory class needs, sponsorship acquisition, etc. The application process includes the following:
 - A) Complete OSU INSTITUTE OF TECHNOLOGY Application for Admission.
 - B) Comply with OSU INSTITUTE OF TECHNOLOGY Admission Policies.
 - C) Complete the student assessment process.
 - D) Remove preparatory class needs prior to the start of the program classes.
2. Students should complete the Admission process and interview with the Southwestern Association member of their choice. Call the Heavy Equipment and Vehicle Institute at OSU Institute of Technology for a list of SouthWestern Association members that have agreed to participate in the program. Student interviews should take place at the dealership and participant's goals should be discussed. ALL STUDENTS MUST HAVE A SOUTHWESTERN ASSOCIATION DEALER SPONSOR BEFORE ENROLLMENT CAN BE COMPLETED.
3. Should the interview prove successful, the dealership will complete the SouthWestern Association Dealer Sponsorship Application and submit it to the Heavy Equipment and Vehicle Institute (HEVi) at OSU Institute of Technology.

FINANCIAL ASSISTANCE

Dealers sponsoring students in the SouthWestern Association program have agreed to provide each student they sponsor a \$200.00 per semester scholarship. The students must maintain a cumulative 2.0 GPA.

Students deciding to be part of the SouthWestern Association program may have a need for financial assistance. Students involved in the program have the opportunity to earn while they learn during the dealership internship portion of the program. These earnings may be applied to program costs.

Additional financial aid, through loans or grants, for tuition, books, tools, on-campus room and board, etc., may be available through various financial assistance programs. Students needing financial assistance are encouraged to complete the applications for financial aid in the first quarter of each year. Following application submittal, allow an 8-10 week period for processing. Early application assures availability of funds, if qualified, and allows the Financial Aid Office to prepare a realistic financial aid package.

Financial Aid information may be obtained by calling the Student Financial Services Office at (918) 293-5290.

Note: Tools required for the SouthWestern Association program are considered an educational expense and should be included in education costs when applying for student financial aid.

ESTIMATED STUDENT EXPENSES

http://www.osuit.edu/academics/new_tuition.html

2012-2014 - Estimated Cost Per Semester

\$1500.00 - \$3200.00 Required Tools (dependent on manufacturer and tool box selected)

Fall 2012 - Semester 1

\$1,092.00	Two Bedroom/One Bathroom Suite
\$150.00	\$150.00 single unit, \$500.00 family unit (refundable)
\$648.00	20 Meal Plan
\$1620.00	Tuition & fees \$135.00/ch (12 credit hours)
	This is in-state tuition or with nonresident tuition waiver applied
\$350.00	Books (approximate per semester)
\$50.00	Enrollment deposit
\$3910.00	Estimated total semester educational expenses

Spring 2013 - Semester 2

\$1,092.00	Two Bedroom/One Bathroom Suite
\$648.00	20 Meal Plan
\$2,025.00	Tuition & fees \$135.00/ch (15 credit hours)
	This is in-state tuition or with nonresident tuition waiver applied
\$350.00	Books (approximate per semester)
\$4,115.00	Estimated total semester educational expenses

Summer 2013 - Semester 3

\$1,092.00	Two Bedroom/One Bathroom Suite
\$648.00	20 Meal Plan
\$2,025.00	Tuition & fees \$135.00/ch (15 credit hours)
	This is in-state tuition or with nonresident tuition waiver applied
\$350.00	Books (approximate per semester)
\$4,115.00	Estimated total semester educational expenses

Fall 2013 - Semester 4

\$1,092.00	Two Bedroom/One Bathroom Suite
\$648.00	20 Meal Plan
\$2,025.00	Tuition & fees \$135.00/ch (15 credit hours)
	This is in-state tuition or with nonresident tuition waiver applied
\$350.00	Books (approximate per semester)
\$4,115.00	Estimated total semester educational expenses

Spring 2014 - Semester 5

\$1,092.00	Two Bedroom/One Bathroom Suite
\$648.00	20 Meal Plan
\$2,025.00	Tuition & fees \$135.00/ch (15 credit hours)
	This is in-state tuition or with nonresident tuition waiver applied
\$350.00	Books (approximate per semester)
\$4,115.00	Estimated total semester educational expenses

Summer 2014 - Semester 6

\$1,092.00	Two Bedroom/One Bathroom Suite
\$648.00	20 Meal Plan
\$2025.00	Tuition & fees \$135.00/ch (15 credit hours)
	This is in-state tuition or with nonresident tuition waiver applied
\$350.00	Books (approximate per semester)
\$3,710.00	Estimated total semester educational expenses



\$24,485.00 Estimated total educational expenses

NOTE: Costs are estimated and subject to change.

**Cost of tuition and fees may change after Oklahoma State Regents meet in July.

**If zero level courses are taken, a Remedial Supplemental Fee of \$18.50 per credit hour will be charged.

Tool costs for Snap-On, Mac, and Matco sets are approximately ½ retail price with student discount. The SouthWestern Association program advisory committee and faculty establish the required tool set for students in the SouthWestern Association program. Faculty members suggest students spend time talking to veteran technicians prior to tool purchase.

Nonresident Tuition Waiver

http://www.osuit.edu/forms/2010/nonresident_tuition_waiver.pdf

A full nonresident tuition waiver includes only a waiver of the nonresident portion of the semester credit hour enrollment fees, and the remaining fees, as paid by Oklahoma residents still apply. The criteria for non-resident tuition waiver of out of state students enrolling at OSU Institute of Technology:

To qualify for the Nonresident Tuition Waiver the student must be enrolled full-time (12 hours) in a degree-seeking AS, AAS or BT program. Additionally, students are required to live on campus to *be awarded and continue to receive* the non-resident tuition waiver unless **at the time of application**:

- Student is 21 years of age or older
- Student is married
- Student has legal custody of a child

FIRST TIME FRESHMAN OR TRANSFER WITH LESS THAN 24 CREDIT HOURS (must meet at least one of the following criteria):

- 2.0 cumulative high school GPA
- 18 ACT composite or equivalent 860 on SAT
- Proficiency in at least 2 of 3 curricular areas (English - 81, Math - 46, Reading - 46) on COMPASS placement testing or demonstrated by college credit

TRANSFER WITH 24 OR MORE CREDIT HOURS:

- 2.0 cumulative college GPA

Continuing students will automatically receive the NRTW by meeting the following requirements:

- 2.0 cumulative graduation/retention GPA
- 75% completion rate of enrolled classes as of the end of the add/drop period

Continuing students who do not meet these standards each term will be placed on probation for one semester. Should the awarded students not meet the above requirements for a second term, the student will no longer be eligible for the Non-Resident Tuition Waiver for the following term. Awarded students will remain on probation until the cumulative graduation/retention GPA reaches the above standards.

Effective date: February 2010

SOUTHWESTERN ASSOCIATION DEALER INFORMATION

How will the program benefit your dealership?

This program is your answer to the skilled technician shortage. It responds to the needs of SouthWestern Association member dealerships for highly qualified, motivated and skilled technicians. Technicians who are...

1. Trained on current industrial and farm products.
2. Trained in the latest diagnostic and servicing procedures.
3. Trained to "do it right the first time!"
4. Trained with a positive attitude about their job.
5. Productive before they complete their training.
6. Educated in the important areas of communication, reading, mathematics, business management, business ethics, etc.

This program is a planned dealership personnel development program. It combines the resources of OSU Institute of Technology and your Dealership to build a true educational partnership! A partnership designed to focus on the success of your potential employee, the SouthWestern Association student. This program, along with additional experience and guidance helps you develop future Field Service Technicians, Master Technicians, Shop Foremen and Service Managers.

It is cost-effective! The best news is that there is no required up-front cost for the dealership. Your investment is minimal. Here's why:

1. You select and supervise the student as a productive employee of your dealership. The cooperative educational work experience occurs in your dealership, under your supervision and direction.
2. The student is responsible for the cost of tuition, fees, books and the required basic tool set.
3. You and the student agree on the wage rate during the internship experience. You are not required to pay them while they are attending classes at OSU Institute of Technology.
4. *The Advisory Board for the SouthWestern Association on September 14, 2004 approved a motion that each dealer that selects a student to enter this program will provide a \$350.00 per semester scholarship, to be billed each semester. \$200.00 will go to the student, \$150.00 will be used by OSU Institute of Technology for program operation. Dealers may elect to provide other scholarships, incentives or financial help to your student, at your option.*

How are SouthWestern Association program students recruited?

OSU Institute of Technology will assist in recruiting students. It is the dealerships responsibility, however, to select the "right" student. You should actively recruit a student from your area. Some good sources are:

1. Current employees
2. Employees friends, families
3. Customers
4. High Schools
5. Vo-Tech Schools
6. FFA Chapters
7. VICA

Once you have identified a student you believe will be a good applicant, bring the student to visit the campus at OSU Institute of Technology to tour the facilities, interview with the faculty, complete assessment. Upon completion and with further discussion, a final decision should be made regarding sponsorship. It is also a good idea to offer the student some type of summer employment. This will allow both of you to verify that you have made the right decision, before the program begins.

What are the responsibilities of a participating dealership?

1. Indicate interest in becoming a sponsoring dealership.
2. Recruit, interview and select prospective student.
3. Assign an in-dealership coordinator who will monitor the student during the internship.
4. Provide dealership coordinated educational work/learning experiences (internships) in areas of technical education that were just concluded at OSU Institute of Technology.
5. Pay wages to the student during periods of internship at the dealership. This will instill in the student a sense that their employment is necessary to the dealership and promote dealership loyalty.
6. Provide uniforms for the student, consistent with dealership policy.
7. Complete student evaluation forms during each internship.
8. Advise school of concerns or changes in student status with dealership.

What is the wage rate for SouthWestern Association Students?

The SouthWestern Association Advisory Committee will recommend a wage rate. The rate of pay is however, negotiable and is between you and the student. The rate of pay is however, negotiable and is between you and the student. SouthWestern Association students base their value to the dealership on two important factors; the quality of training that is provided while on internship at the dealership and prevailing wages. Successful people are motivated by a variety of things, but most expect to be rewarded in the form of an increase in salary. This is especially true when they are performing jobs well and continue to improve their skills and abilities. SouthWestern Association students are no different. A pay plan that rewards them for maintaining acceptable grades, doing good work, and improving productivity and efficiency is essential.

SouthWestern Association students understand that they are trainees, and do not expect to be paid a journeyman wage during the training program. However, many of the best students have bills to pay, and families to support. Please consider the student's situation to arrive at an acceptable starting wage, and when developing a progressing pay plan or any incentive schedule.

What can the dealership expect?

In today's increasingly competitive market, customer satisfaction and customer loyalty are the keys to success and survival. For your dealership, the key to customer satisfaction is your service department. Where do you find the right employees? The answer is to attract and develop new technicians through the SouthWestern Association Program.

At the completion of the SouthWestern Association Program, you have a potential employee that is familiar with you, your dealership, and the equipment you sell and service. You have selected individuals you want to hire and you have taught them your way of doing business. The objective of the SouthWestern Association Program is simple; to select the best people to work on the best equipment, and provide the best customer service possible.



HEVi

Heavy Equipment and Vehicle Institute

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SOUTHWESTERN ASSOCIATION INDUSTRIAL & FARM EQUIPMENT TECHNOLOGY PROGRAM

Program
Diesel and Heavy Equipment Technology
Degree Awarded
Associate in Applied Science
General Requirements
87 Credit hours
2.0 Minimum Overall Grade Point Average

Typical Schedule for
SOUTHWESTERN ASSOCIATION PROGRAM
Plan of Study
DHES-126

1st Semester - 13 Credit Hours

DHES	1113	Fundamentals of Maintenance
DHES	1123	Pre Delivery & Preventive Maintenance
DHES	1143	Principles of GPS Applications
CS	1013	Computer Literacy & Applications
GTGE	1111	College Cornerstone

DHES	1113	Internship 1
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2nd Semester - 15 Credit Hours

DHES	1233	Hydraulic Principles
DHES	1223	Wiring Circuits, Charging & Starting Systems
ENGL	1033	Technical Writing I
SPCH	1113	Intro to Speech Communication

DHES	1213	Internship 2
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3rd Semester - 15 Credit Hours

DHES	1333	Hydraulic Systems or
DCNH	1333	CNH Hydraulic Systems
DHES	1323	Electronic Systems or
DCNH	1323	CNH Electronic Systems
MATH	2003	Business Mathematics
ENGL	2033	Technical Writing II

DHES	1313	Internship 3
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4th Semester - 15 Credit Hours

DHES	2416	Engines and Fuel Systems or
DCNH	2416	CNH Engines and Fuel Systems
PSYC	1113	Introductory Psychology
HIST	1493	U. S. History Since 1865

DHES	2413	Internship 4
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5th Semester - 15 Credit Hours

DHES	2514	Power Train or
DCNH	2514	CNH Power Train
DHES	2512	Mobile Air Conditioning
GTCT	1183	Welding
POLS	1113	U. S. Government

DHES	2513	Internship 5
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6th Semester - 15 Credit Hours

DHES	2603	Yield Monitoring, Variable Rate and Auto Steer Diagnostics
DHES	2633	Capstone
PHIL	1213	Ethics
BADM	1113	Introduction to Business

*CNH Case New Holland

SouthWestern Association Program Required Tool List

1/4" drive 6 point standard and deep chrome socket set

6 point standard 3/16" - 9/16"

6 point deep 3/16" - 9/16"

3" extension, 1/4" ratchet, socket storage

1/4" drive 6 point standard metric chrome socket set 4mm - 13mm

3/8" drive 12 point standard chrome socket set 1/4" - 7/8"

3/8" drive 6 point chrome socket set

6 point deep 3/8" - 7/8"

6 point flex 3/8" - 3/4"

Spark plug 13/16", 5/8"

Universal joint, 3", 6" & 10" extension,

11-12" flex head 3/8 ratchet, socket storage

3/8 drive 6 point chrome metric socket set

10mm - 19mm

3/8" drive Torx Bit Driver Set (T-27 - T-55)

1/2" drive socket set

6 point standard chrome 3/8" - 1 1/4"

12 point standard chrome 3/8" - 1 1/4"

1/2" drive ratchet, socket storage

1/2" drive break over bar 21"-24"

1/2" drive Impact socket set

6 point deep impact 1/2" - 1 1/4"

2" & 6" impact extension

1/2" drive impact universal joint

1/2" drive 12 point chrome standard metric socket set 10mm - 19mm

Flair nut wrench set 3/8" - 7/8"

Metric flair nut wrench set 9mm - 21mm

Groove joint pliers 10" - 12"

Slip joint pliers 7" - 9"

Needle nose pliers 7" - 9"

Heavy-duty diagonal cutting pliers 7" - 9"

Vice-grip curved jaw locking pliers 10"

Combination screwdriver set 4 slotted tips;

3 Phillips, size 1, 2, 3;

Stubby slotted; stubby Phillips

Ratcheting Screwdriver set (magnetic preferred) with minimum of: Philips 1,2,3; Slotted 5/32", 7/32", 1/4";

Torx T10-25

Allen SAE short arm hex key set (.028" - 3/8")

Allen metric hex key set (1.5 mm - 10 mm)

12 point combination wrench set 1/4" - 1 1/4"

12 point metric combination wrench set 7mm - 19 mm

16oz. ball-pein hammer

2lb soft face dead blow hammer

3 lb cross-pein hammer

5/8x6-1/2x1/2 cold chisel

3/8x5 center punch

5/32x5x3/8 taper punch

3/16x5-1/2x5/16 pin punch

3/4" - 1" diameter Brass drift

18"-21" rolling head (lady foot) pry bar

18"-24" pry bar with plastic handle and angled blade

Safety Glasses (clear)

25' tape measure

Feeler gauge set 0.0015 to 0.035"

Valve-tappet feeler gauge set .008" - .026"

Telescoping magnetic retrieving tool

Flexible retrieving tool

Gasket scraper

2"- 3" telescoping mirror

Seal Pick Set

Flashlight: minimum 2D cell, prefer MSHA approved, explosion proof

Rollaway tool cabinet: Minimum 5 drawer, 8000 - 12000 cubic inch storage capacity with ball bearing slides

Digital Volt-Ohm Meter and case with specifications as the Knight Electronics K-260

3 1/2 Digit, 2000 Count, High resolution on volts 20mV current 20µA Ohm ranges

DC Volt: **0-20/200mV/2/20/200/1000V** ±0.5%

AC Volt: **0-20/200mV/2/20/200/750V** ±1.5%

DC Current: **0-20/200µA/2/20mA/2/20A** ±1.5%

AC Current: **0-20/200µA/2/20mA/2/20A** ±2%

Resistance: 0-20/200 ohm/2K/20K/200K/2000K ohm/20M ohm/2000M ohm ±1%

Capacitance: 0-200P/200P/20nF/200nF/2µF/20µF/ ±3%

20A fused protection

Frequency: **Auto ranging** up to 15MHz ±0.5%

Continuity: < 40 ohm±20 ohm

Diode Test function

100VDC/750VAC overload protection in DCV, ACV above 2V

Outside Micrometer 0-1" (.0001" grad.) or 0-25mm (.001mm grad.) Swiss Style (not digital) with ratchet stop or friction thimble, lock lever and carbide tips

Dial Caliper 0-6" or 0-150mm

6" stainless steel rule - English 1/32 & metric 1mm

Heavy Duty Oil Filter Strap Wrench 1/2 inch drive up to 9" diameter

Optional

Top tool chest

1/2" impact wrench

1/2" drive standard impact sockets

1/2" drive metric standard impact sockets

1/2" drive metric deep impact sockets

1/2" ratchet drive micrometer torque wrench 30-250 ft-lb

3/8" ratchet drive micrometer torque wrench 50-250 in-lb

12" pipe wrench

3/4" drive socket set

Need Money?

Scholarship Resources on the Web



www.collegefunds.net



<http://www.wiredscholar.com/>



www.fastweb.com



www.freschinfo.com



www.mach25.com



<http://www.scholarships.com/>

Also try searches on web search engines like "Free+scholarships" or "free+grants"

Vary the search to include the job you would like to do and scholarships, i.e.
"Medical+free+scholarships"

Or the major you would like to pursue, i.e.
"accounting+scholarships+free"

Some Popular Search Engines:



www.yahoo.com



www.google.com



www.lycos.com



www.askjeeves.com



www.hotbot.com



www.altavista.com



www.excite.com



www.northernlight.com

FINANCIAL AID WEB SITES

FINANCIAL AID SEARCHES:

FastWeb Financial Aid Search – www.fastweb.com

Mapping Your Future – www.mapping-your-future.org

College Board Scholarship Search – http://apps.collegeboard.com/cbsearch_ss/welcome.jsp

GRANTS AND SCHOLARSHIPS:

FAFSA Express – www.FAFSA.ed.gov

Missouri Higher Education Loan Association (MOHELA) – www.mohela.com

Oklahoma Guaranteed Student Loan Program (OGSLP) – www.ogslp.org

Oklahoma State Regents for Higher Education – www.okhighered.org

Oklahoma Tuition Aid Grant (OYAG) – www.otag.org

GENERAL INFORMATION:

Coalition for Student Loan Reform – www.cslr.org

National Association of Student Financial Aid Administrators – www.nasfaa.org

National Council of Higher Education Loan Programs – www.nchelp.org

Oklahoma State Department of Vo-Tech – <http://www.okcareertech.org/>

Project EASI – www.easi.ed.gov

The Financial Aid Information Page – www.finaid.org

US Department of Education – www.ed.gov



SouthWestern Association Member

Sponsor Commitment Form

SouthWestern Association Member: Please Print or Type all information:

I am interested in becoming a participating distributor in SouthWestern Association Industrial and Farm Equipment Technician Program offered at OSU INSTITUTE OF TECHNOLOGY, and understand the responsibilities of a sponsoring dealership.

I recommend this applicant for the SouthWestern Association Industrial and Farm Equipment Technician Program and, agree to his/her sponsorship should he/she meet academic requirements for admission to OSU Institute of Technology, and will provide scholarships as outlined on the Industry Sponsored Student Services form.

_____			_____	
Dealer Name			Contact Person	
_____			_____	
Address			Title	
_____	_____	_____	_____	_____
City	State	ZIP	Telephone Number	Fax Number

Name of Student Applicant				

Address				
_____	_____	_____	_____	_____
City	State	ZIP		
_____			_____	
Telephone Number			Cell Phone Number	

NOTE:
SouthWestern Association Member: Please photocopy this form for your files before returning it to OSU INSTITUTE OF TECHNOLOGY.

Mail or Fax form to:

Roy Achemire
Program Chair
OSU Institute of Technology
Heavy Equipment and Vehicle Institute
1801 East 4th Street
Okmulgee, OK 74447-3901
Phone: (918) 293-4710
Fax: (918) 293-4658

