

Guiding the Journey

**Wilco Area Career Center Annual Guidance Breakfast
2025/26**



20 OCTOBER

Agenda

8:00 - 8:30 a.m.	Breakfast
8:30 - 9:40 a.m.	Presentation
9:40 - 9:50 a.m.	Break
9:50 - 10:50 a.m.	Tour

WILCO PROGRAMS

"Every student needs a skill" ■ "Every student needs a skill" ■ "Every student needs a skill" ■ "Every student needs a skill"



WILCO PROGRAMS 2025-26

- * ACE (JJC) - 10
- * AET (JJC) - 6
- * AIM (JJC) - 15
- * Auto Service - 162
- * Aviation - 21
- * Barbering - 17
- * Business Logistics - 10
- * Business Management - 33
- * Certified Nursing - 292
- * CISCO - 11
- * Cosmetology - 38
- * Computer Tech. - 51



- * Construction - 74
- * Culinary Arts - 73
- * Early Childhood - 66
- * EMS - 31
- * Fire Science - 84
- * Heavy Equipment - 13
- * Health Professions - 88
- * Law Enforcement - 106
- * Medical Asst. - 81
- * Nail Tech. - 15
- * Vet Asst. - 90
- * Welding - 190

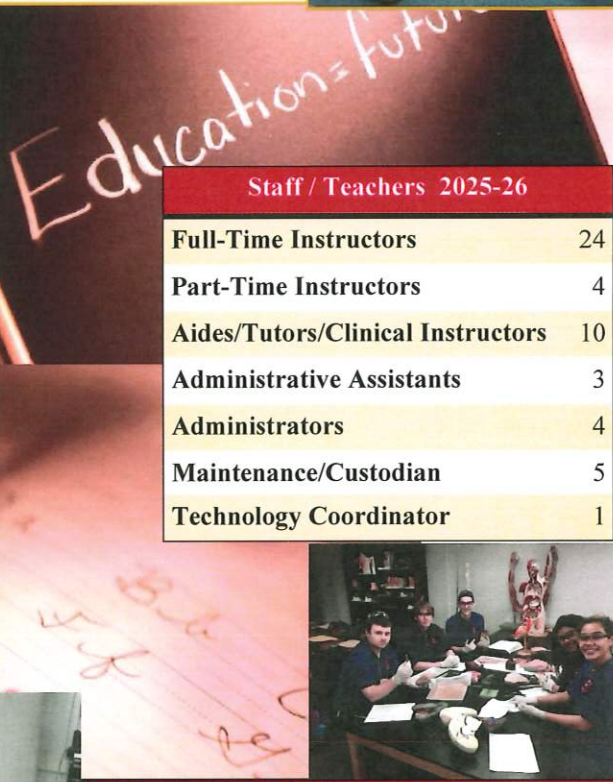


Demographics as per ISBE SIS Report

American Indian/Alaskan Native	0.3%
Asian American/Pacific Islander	2.7%
Black, not of Hispanic Origin	14%
Hispanic	39%
White, not of Hispanic Origin	40.4%
Multi-racial	3.6%
IEP & 504	21.7%
Limited English Proficiency	13.4%
Free Reduced Lunch	40.2%
Homeless	1.1%
Military Connected	.45%
Female	49.7%
Male	50.3%

2025-26 Enrollment

Lemont #210	65
Plainfield #202	719
Reed-Custer #255	33
Valley View #365	469
Wilmington #209	95
Out-of-District	196
Total Enrollment	1577



Staff / Teachers 2025-26

Full-Time Instructors	24
Part-Time Instructors	4
Aides/Tutors/Clinical Instructors	10
Administrative Assistants	3
Administrators	4
Maintenance/Custodian	5
Technology Coordinator	1



Funding 2025-26

Tuition per Student	\$2,650
Perkins (Federal)	\$314,514
CTEI Grant (State)	\$988,171

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STAFF DIRECTORY

WILCO Directory 2026-2027
Phone: 815/838- 6941 Fax: 815/838-1163 www.wilco.k12.il.us

Administration and Staff

<u>Position</u>	<u>Name</u>	<u>Extension</u>	<u>Email</u>
Executive Director	Elizabeth Kaufman	1006	ekaufman1@wilcoacc.org
Asst. Director/Principal	Alicia Cook	1032	acook@wilcoacc.org
Asst. Principal for Student Services	Jeannine Marco	1016	jmarco@wilcoacc.org
Special Populations Coordinator	Julia Oglesby	1013	joglesby@wilcoacc.org
Technology Coordinator	Ethan Cannon	1005	ecannon@wilcoacc.org
Executive Assistant	Michelle Salman	1004	msalman@wilcoacc.org
Business Services	Jose Ramirez	1002	jramirez@wilcoacc.org
Receptionist/Admin. Asst.	Anita Baxter	1001	abaxter@wilcoacc.org
Maintenance	Remmington Henson	1028	rhenson@wilcoacc.org
	David Cannon	1028	dcannon@wilcoacc.org
	Joshua Gunther	1028	jgunther@wilcoacc.org
Custodians	Andres Solano	1015	asolano@wilcoacc.org
	Saul Enriquez	1015	senriquez@wilcoacc.org

Instructors

Auto Service	Ken Hayes	1025	khayes@wilcoacc.org
	Dennis Moscatelli-Aide	1025	dmoscatelli@wilcoacc.org
	Mike Patt	1026	mpatt@wilcoacc.org
	David Leja		dleja@wilcoacc.org
	Penny Barry		pbarry@wilcoacc.org
Business Logistics & Mgmt.	Tamora Williams	1014	twilliams@wilcoacc.org
CNA	Debra Bunker	1021	dbunker@wilcoacc.org
	Amanda Ramsden	1022	aramsden@wilcoacc.org
	Barbara Hosbey	1012	bhosbey@wilcoacc.org
	Emily Conquest	1029	econquest@wilcoacc.org
	Linda Cirrincione Clinical	1012	lcirrincione@wilcoacc.org
	Kim Galiardo Clinical	1021	kgaliardo@wilcoacc.org
	Anthony Maccani Aide	1022	amaccani@wilcoacc.org
	Nancy Evans		nevans@wilcoacc.org
Computer Technology	Faye Jackson	1023	fjackson@wilcoacc.org
Construction	Jeff Kinsella	1027	jkinsella@wilcoacc.org
	Jordan Foster	1027	jfoster@wilcoacc.org

Cosmetology:

Professional Choice	Stephanie Henson	(815) 741-8224	
Lemont Cosmetology & Nail Tech.	Michelle Birk	(630) 243-0387	
Franklin Cosmetology Institute	Shantel Leasure	(815) 942-2668	
Law Enforcement	Michael Robbins	1011	mrobbins@wilcoacc.org
	Teresa Fisher	1011	tfisher@wilcoacc.org
Culinary Arts	Nicole Kinzer	1010	nkinzer@wilcoacc.org
	DaKoTa Haynes	1020	dhaynes@wilcoacc.org
Early Childhood Education	Gina Salvador-Lemus	1048	gsalvador-lemus@wilcoacc.org
	Stephanie Perella	1031	sperella@wilcoacc.org
EMS	Christina Lynch	1037	clynch@wilcoacc.org
	Andrew Scott	1037	ascott@wilcoacc.org
Fire Science	Mark Oglesby	1017	moglesby@wilcoacc.org
	Frank DiGiovanni	1018	fdigiovanni@wilcoacc.org
Intro to Medical Professions	Michelle Sharp	1034	msharp@wilcoacc.org
Medical Assisting	Nicole Edgar	1045	nedgar@wilcoacc.org
Tutor / Student Services	Carol Schroeder	1036	cschroeder@wilcoacc.org
	Iuliia Nimmer	1009	inimmer@wilcoacc.org
	Tonya Przybylski ¹	1007	tprzybylski@wilcoacc.org
Veterinary Assisting	Jennifer Alessi	1019	jalessi@wilcoacc.org
	Margaret Janke	1047	mjanke@wilcoacc.org
Welding	Lisa Moran	1033	lmoran@wilcoacc.org
	Nick Moran	1043	nmoran@wilcoacc.org
	Guadalupe Ruiz	1033	gruiz@wilcoacc.org
	Rachael Patek	1033	rpatek@wilcoacc.org

¹ Updated 10/7/25

COURSE OFFERINGS



The Wilco Area Career Center ensures that all individuals have equal opportunities and that all students receive equal educational opportunities, regardless of race, color, religion, creed, national origin, gender, age, ancestry, physical or mental handicap, or disability, or other characteristics protected by law.

At Wilco, we understand that each student has unique needs and commitments. That's why our programs are designed to offer career-based courses with a flexible scheduling option. Students can choose from three sessions, with courses conveniently scheduled at their home school. Adaptability ensures that students can find a schedule that suits their needs, making it easier to balance education with other responsibilities. Please note that some programs or levels may not be available each session.

Session 1 7:40 a.m. - 9:50 a.m.

Session 2 9:40 a.m. - 11:50 a.m.

Session 3 12:26 p.m. - 2:10 p.m.

ACE: ARCHITECTURE, CONSTRUCTION MANAGEMENT, AND ENGINEERING

The ACE program aims to give students a thorough understanding of the skills and knowledge needed for a successful career in the built environment. This includes fields like architecture, building engineering, construction management, and more. We know this can be a challenging but fulfilling journey, and we are here to support you every step of the way. Our relevant and rigorous college courses provide a strong foundation in the key areas of the building industry. Each ACE class covers terminology, processes, skills, and industry-specific topics to give students a complete overview of the fundamentals of building and construction. The ACE program is perfect for students interested in the built environment and potential careers in construction. Earning 12 college credits, students will receive a Certificate of Completion in Basic Construction, a college credential from JJC. These credits can be applied toward further study at JJC or used as a foundation for additional education elsewhere.

Students are required to provide their own transportation to and from class at Joliet Junior College (JJC) Main Campus, M-Th 12:30 p.m.- 1:45/2:15 p.m., and schedule to follow JJC calendar, including holidays, spring break, etc. A JJC registration application for the program is required.

Dual credit: Joliet Junior College ACH100, CM100, EGR105, AEC106, AEC229, OPS111, AND SET100 (12 credit hours).

Certifications may include: OSHA 10-hour Construction Safety (1 credit hour)

Guidance Note: Senior-only program. Documentation of a 95% attendance rate, a 2.5 GPA, and a record of good behavior. It is recommended that students have earned a 'C' or higher in all mathematics courses and have senior status.



Application

AET: APPLIED ENGINEERING TECHNOLOGY

Students in the AET program at Joliet Junior College Main Campus will have opportunities to focus on applying and implementing design theory. During the first semester, students will engage in classroom lessons and hands-on shop activities. The shop experience emphasizes exercises and procedures that demonstrate the basic processes and operations of using hand tools, layout tools, and machine tools such as vertical saws, drill presses, engine lathes, vertical milling machines, and surface grinders. In the classroom, emphasis is placed on theory-related information that is essential for setting up and operating machine tools and performing basic processes in the machine shop. In the second semester, students will gain knowledge and skills in numerical control and computer programming procedures. The course will also include hands-on experience programming, setting up, and operating an NC milling and drilling machine, as well as a CNC milling and drilling machine. Students will become familiar with Windows NT and the computer program "Notepad." Additionally, students will work to develop a high level of skill in visualizing, applying, and interpreting machining and welding symbols and specifications. The course also covers reading diagrams.

Students are required to provide their own transportation to and from class at Joliet Junior College Main Campus following Wilco's 3rd block daily schedule. A JJC registration application for the program is required.

Dual credit: Joliet Junior College MFG101, MFG 111, and MFG 115. (11 credit hours)

Guidance Notes: Senior-only program. Documentation of a 95% attendance rate, a 2.5 GPA, and a record of good behavior. Solid math skills are needed.



Application

AIM: ADVANCED INTEGRATED MAINTENANCE

This senior-only program is offered in partnership with Joliet Junior College Main Campus on Houbolt Rd, Joliet, IL. Students will enroll in four distinct college courses designed to develop skills and awareness in heating, ventilation, and air conditioning; industrial maintenance; basic wiring and circuit design; and industrial fluid power. They will learn about OSHA safety programs, maintenance physics, hand and power tools, precision measurement, technical diagrams and assembly prints, fastening devices, lubrication, basic pump operation, and pipefitting procedures. The program covers the principles of hydraulics and pneumatics related to fluid theory and typical industrial circuits. Students will construct fluid power circuits used in industrial applications. The curriculum then introduces the fundamentals of electrical and electronic circuits, including how to calculate and measure voltage, current, resistance, and power, with a focus on safe meter use, print reading, and exposure to current electrical technologies in the industry. Topics include introductory residential wiring, operation of AC motors, industrial solid-state devices, variable frequency drives, industrial controls, and single-phase and three-phase power distribution. Students will also learn skills necessary to safely operate electronic test equipment on low- and high-voltage components, as well as an introduction to installation, service, troubleshooting, and repair of various electrical controls, circuits, and components.

Students are required to provide their own transportation to and from class. A JJC registration application for the program is required.

Dual credit: Joliet Junior College IMT101, IMT121, EEAS111, and EEAS101 (14 credit hours).

Guidance Notes: Senior-only program. Documentation of a 95% attendance rate, a 2.5 GPA, and a record of good behavior. Solid math skills are needed.



Application

AUTO SERVICE (MECHANICS) I

The two-year auto service program, taught by ASE-certified instructors, is designed to train students for entry-level automotive technician roles and/or prepare them for post-secondary programs. Students' knowledge of measurement, estimation, and algebra, along with a technology course, would be advantageous. First-year students will develop vehicle maintenance and repair skills, including brakes, steering, and suspension, and will also learn the basics of electrical systems and engine performance sensors. The curriculum follows the National Automotive Technicians Education Foundation (NATEF) format. This program aims to prepare students for the Automotive Service Excellence (ASE) certification exams. Students will need to purchase a Wilco work shirt, safety glasses, and nitrile gloves. The Ford ACE program is offered as part of the curriculum.

Estimated cost: \$50.00 and \$36(\$12/JJC credit hour).

Dual credit: Joliet Junior College AS101(3 credit hours)

Certifications may include: OSHA 10-hour General Industry

Exceptions: Lockport Students cannot register for this program.

Guidance Notes: 70% of the time in the lab, assignment, and test for each area/chapter.

AUTO SERVICE (MECHANICS) II

Second-year students will continue their electrical and engine performance training after successfully completing Auto Service 1. Students will complete labs involving diagnosing electrical circuits, sensors, drivability issues, check engine lights, and emission-related problems. Upon finishing this two-year course, students may earn college credits towards Nashville Auto Diesel or Joliet Junior College. Students are encouraged to further their training through a suitable technical school, college, manufacturer's program, or university. The curriculum follows the National Automotive Technicians Education Foundation (NATEF) format. This program prepares students for the Automotive Service Excellence (ASE) certification. Students should bring safety glasses, work shirts, and nitrile gloves. Replacement items are available for an additional fee. The Mercedes-Benz Connect program is offered as part of the curriculum.

Dual credit may include: Joliet Junior College AS106(3 credit hours).

Estimated cost: \$50.00 Student fee and \$36.00-\$48.00(\$12/JJC credit hour).

Certifications may include: OSHA 10-hour General Industry

Exceptions: Lockport Students cannot register for this program.

Guidance Notes: 70% of time in the lab, assignment, and test for each area/chapter.

AVIATION MECHANICS

This senior-only course is offered in partnership with Lewis University. Fall Semester students will take AVMT-10600 Aviation Fundamentals (4 credit hours), where they will learn about aerodynamics, aircraft design, stability, control, Federal Aviation Administration regulations and publications, weight and balance, and ground handling of aircraft. The course has 90 contact hours (60 lecture/30 lab) and meets the requirements of 14 CFR 147.

Spring Semester students will take AVMT -11000 Aircraft Structures 1 (4 credit hours), which will focus on riveting and sheet metal repair, including aluminum, forming and layout, and oxyacetylene welding operations. Corrosion and corrosion control are also studied. The course has 180 contact hours (60 lecture/120 lab).

Students are required to provide their own transportation to and from Lewis University. A Lewis registration application for the program is required.

Dual credit: Lewis University AVMT-10600 and AVMT-11000 (8 credit hours).

Guidance Notes: Students selected for enrollment in college-level courses must have appropriate academic qualifications, which include a minimum 3.0 GPA, Algebra I and II with a grade of C or higher, Physics with a grade of C or higher, and a high level of motivation, and adequate time to devote to studying a college-level course.



Application

BARBERING

This is a 13-month program for seniors or a 2-year program for juniors in Barbering. The barbering program is offered at Champions Beauty and Barber University in Plainfield, IL, an approved and licensed school by the Illinois Department of Financial and Professional Regulation, Division of Professional Regulation, and has met all state and federal regulations. This course provides students with curriculum in both theory and practice in areas related to barber science and art, including anatomy; physiology; skin diseases; hygiene and sanitation; barber history; barber law; hair cutting and styling; shaving, shampooing, and permanent waving; massaging; and barber tools as they relate to the Barber, Cosmetology, Esthetics, and Nail Technology Act. The knowledge, skills, and activities gained through this course will include advanced theoretical and practical training, building toward the 1500 hours of study required for barbering and preparing students for the barber license exam.

Students are required to provide their own transportation

Certifications may include: Program completion allows students to sit for the Illinois Department of Public Health Barbering license.

Estimated cost: \$4,350 to \$3,150 paid to Champions Barbering, depending on 13 months or 2 years.

Guidance Notes: Students must meet with the Barbering school to sign a contract and complete all required paperwork prior to the course being added to their schedule.



Application

BUSINESS/FINANCE ACADEMY

This dual enrollment course is offered through a partnership with Joliet Junior College and will take place at the main campus in Joliet, IL. Students are responsible for arranging their own transportation to and from the main campus. They must complete the first course with a grade of 'C' or higher to proceed to the second semester. Good attendance is crucial for college success.

ACCY 101 - The first college-level course in accounting emphasizes financial accounting. This course covers the accounting cycle, assets, liabilities, and stockholders' equity. Attention is given to providing the student with an understanding of accounting procedures and the ability to use accounting data effectively. Computer applications are included. This course is designed for students who plan to continue with additional courses in the field, as well as for those whose needs are limited to an introductory course.

ACCY 102 - Continuation of ACCY 101. The emphasis of this second accounting course is on managerial accounting. Included in this course are the fundamentals of job order and process-cost systems, cost-volume-profit analysis, budgeting, variance analysis, and other topics. Computer applications are included. Prerequisite(s): ACCY 101

ECON 103 - A study of economic forces underlying the economic system with special emphasis on an analytical approach to determining price, national product, saving, consumption, investment, employment, growth, and economic stability, banking system, and international economics.

ECON 104 - A study of economic relationships at the level of the individual consumer, firm, and industry. This course explores pricing and output in different market settings, regulation and antitrust policy, market failure, and wage determination. Prerequisite(s): ECON 103

Students are required to provide their own transportation to and from class at Joliet Junior College (JJC)

Main Campus, Joliet. A JJC registration application for the program is required.

Dual Credit: Joliet Junior College ACC101, ACC102, ECON103, and ECON104 (14 credit hours)

Guidance notes: Senior-only program. Recommended for students with a strong interest in business and accounting. Documentation of a 95% attendance rate, a 3.0 GPA, and a record of good behavior.



Application

BUSINESS LOGISTICS

This dual credit course is offered through a partnership with Joliet Junior College. It focuses on key topics such as supply chain and operations management, transportation and distribution, cargo security compliance, import/export basics, and professional business and communication skills needed for success in the field. The course includes four classes: Transportation and Physical Distribution (SCM100/3 credit hours), Introduction to Supply Chain Management (SCM110/3 credit hours), International Logistics (SCM150/3 credit hours), and Purchasing and Supply Management (SCM160/2 credit hours), totaling 11 credit hours. It is open to juniors and seniors; however, students must start the program during their junior year to earn the certificate, though they can take the Business Logistics or Business Management course in any order. Additionally, students may enroll in a qualifying course at their home school at the same time to fulfill the extra business course requirements for the certificate.

Dual credit: Joliet Junior College SCM100, SCM110, SCM150, SCM160 (11 credit hours)

Certifications may include: Global Chain Management Certification

Estimated cost: \$132.00(\$12/JJC credit hour).

BUSINESS MANAGEMENT

Students who complete this course will receive the Customer Service Certificate of Completion from Joliet Junior College. The Customer Service Representative plays a crucial role in an organization as the first point of contact for customers and a direct link to the sales team. Customer Service Representatives provide information and expert advice related to products and services; they anticipate customer needs, process orders and returns, and handle complaints. The course consists of four classes: Principles of Business Communications (BUS111), Customer Service (BUS110), Human Relations (MGMT 102), and Operations Management (SCM 130). This certificate offers a strong foundation in business communication, human relations, and excellent customer service practices. Graduates earning this certificate are prepared to pursue entry-level positions in the customer service field.

Dual credit: Joliet Junior College BUS111, BUS110, MGMT 102, and SCM 130 (12 credit hours).

Certifications may include: Customer Service Certificate of Completion

Estimated cost: \$144.00(\$12/JJC credit hour).

Guidance notes: Prerequisite(s)- May require a JJC Placement test ENG 101, SAT EBRW 480, ACT 19 (English), or ACCUPLACER 246-300.

CERTIFIED NURSING ASSISTANT

The Certified Nursing Assistant program is a junior/senior program designed to prepare students for employment as a Certified Nurse Assistant. The curriculum covers all standards and procedures found in the Illinois Department of Public Health Certified Nurse Aide Instruction Model. Students can take the State Nurse Aide Examination through this course after completing 40 hours of on-site clinical experience at a local nursing facility, which is included in the class structure if the student has a Social Security number. Students must have transportation to the clinical site, a physical, and a TB test before September 15th. Before starting the clinical experience, students must pass a Health Care Worker criminal background check. To remain eligible for Joliet Junior College credit and the Illinois Department of Public Health Certified Nurse Aide Exam, students must maintain an 80% average throughout the semester. After completing this course, students can pursue further education to prepare for various healthcare careers, such as Registered Nurse, Physical Therapist, Respiratory Therapist, Ultrasound Technician, and more. Students are required to wear appropriate clothing at the clinical site.

Dual Credit: Joliet Junior College credit for NA101 (6 credit hours) and College of DuPage SURGT1000 (3 credit hours)

Certifications may include: The American Heart Association (AHA) Basic Life Support (BLS) and IDPH State Certification.

Estimated cost: \$110 student fee, \$72.00(\$12/JJC credit hour), and an additional \$85 for the State CNA exam in the Spring.

Guidance Notes: 30% of time in the lab. Daily assignments and weekly tests. Emphasis on human anatomy.

CERTIFIED NURSING ASSISTANT (Accelerated)

The Accelerated Certified Nursing Assistant program is a senior-only program designed to prepare students for employment as Certified Nurse Assistants during their first semester. Students will transition to a work-based learning experience at AMITA St. Joseph Hospital, along with additional lab skills and theory at Wilco during the second semester, focusing on sterile processing and healthcare ethics. The curriculum covers all standards and procedures outlined in the Illinois Department of Public Health Certified Nurse Aide Instruction Model. The State Nurse Aide Examination can be taken through this course after completing 40 hours of on-site clinical experience at a local nursing facility, and is included in the class structure if the student has a social security number. Students must have transportation to the clinical site, a physical exam, vaccination records, and a TB test completed before September 15th. Before starting the clinical experience, students must undergo a criminal background check for healthcare workers. Prior to beginning clinical at the hospital in the second semester, students will need a drug screening and proof of a flu shot. Students must maintain a minimum of 80% throughout the semester to remain eligible for Joliet Junior College credit, AMITA clinical, and the Illinois Department of Public Health Certified Nurse Aide Exam. Many medical-related college programs require clinical hours or CNA certification before admission. After completing this course, students can continue their education toward careers such as Registered Nurse, Physical Therapist, Respiratory Therapist, Ultrasound Technician, and more. Students are required to wear appropriate clothing at the clinical site.

Dual Credit: Joliet Junior College credit NA101 (6 credit hours) and College of DuPage SURGT1000, CSPD1111 (6 credit hrs)

Certifications may include: The American Heart Association (AHA) Basic Life Support (BLS) and IDPH State Certification.

Estimated cost: \$150 student fee, \$72 (\$12/JJC credit hour), and an additional \$85 for the State CNA exam in December

Guidance Notes: 30% of time in the lab. Daily assignments and weekly tests. Emphasis on human anatomy.

CCC: CYBER SECURITY, CISCO, AND CLOUD

The Cisco program is offered in partnership with Joliet Junior College and will take place at the North campus in Romeoville, IL. Students need to arrange their own transportation to and from the North campus. They must complete the first course with a grade of 'C' or higher to proceed to the second semester. Good attendance is crucial for college success. Additionally, students should have a solid math background and computer skills.

CNT 101 - Network Fundamentals (3 credit hours)

Study of the devices and protocols used to connect computers and support devices into a network. Topics include the OSI model (layers 1 & 2), IP and MAC addresses, TCP, ARP, and RARP. The functions of hubs, switches, and routers are compared and contrasted. Media design, structured cabling, and network management are also covered. This course is the first of four that prepares students for the Cisco Certified Network Associate. This course is the first step in taking the CCNA certification exam offered by Cisco.

CNT 102 - Router Protocols and Concepts (3 credit hours)

This course is the second of four classes approved by Cisco Systems Inc., which prepares students for the Cisco Certified Network Associate (CCNA) exam. It concentrates on router configuration and establishing remote networks and connections. Topics include the basics of configuring a router through the command line interface, TCP/IP concepts used in routing, and an introduction to both routing mechanisms, distance vector, and link state. Prerequisite(s): CNT 101

CNT 220 - Cisco Certified Network Associate (CCNA) Security (3 credit hours)

This course is approved by Cisco Systems Inc. and prepares students for the Cisco Certified Network Associate (CCNA) Security exam. The US National Security Agency (NSA) and the Committee on National Security Systems (CNSS) recognize that the Cisco CCNA Security certification courseware meets the CNSS 4011 training standard. This course provides training to develop a security infrastructure, recognize threats and vulnerabilities to networks, and mitigate security threats.

CIS 125 - Cloud Essentials (3 credit hours)

This introduction to cloud course covers material pertaining to both CompTIA Cloud Essentials and Introduction to Cloud Infrastructure Technologies (LinuxFoundationX - LFS151. x). The Cloud Essentials course is relevant to business analysts, business process owners, technical support staff, managed service provider personnel, new data center staff, and sales/marketing staff in cloud product or service environments. Cloud Infrastructure Technologies is a vendor-neutral curriculum designed for business owners and technical professionals who want to bolster their knowledge of the fundamentals of Cloud Computing. Introduction to Cloud Infrastructure Technologies will help you understand the basics of Cloud Computing terminology, tools, and technologies associated with today's top Cloud platforms. Anyone looking to move to the Cloud, regardless of vendor or platform, can benefit from Introduction to Cloud Infrastructure.

Students are required to provide their own transportation to and from class at Joliet Junior College (JJC) North Campus, Romeoville. A JJC registration application for the program is required.

Dual Credit: Joliet Junior College CNT101, CNT 102, CNT220, CIS 125 (12 credit hours)

Guidance notes: Senior-only program. Recommended for students with strong technical aptitude; prior experience in networking or computer systems. Documentation of a 95% attendance rate, a 2.5 GPA, and a record of good behavior.



Application

COMPUTER TECHNOLOGY

This one-year course comprises the following components that may allow the student to receive college credits from Joliet Junior College:

Computing Information Systems Fundamentals: A first course for business or computer information systems majors planning to transfer to a four-year institution. A complete introductory study of information systems, computer programming, and application software is presented. Course topics include the elements of a business computer system, system analysis and design, computer-to-mainframe systems, and program design and implementation. Also included will be an introduction to the Internet and its uses, as well as computer application software. This course also introduces basic concepts regarding word processing, spreadsheets, PowerPoint, and database management systems. At the end of the course, you will achieve reasonable proficiency in the above areas. Syllabus (subject to change). The class meets in a PC-equipped classroom.

Fundamentals of Networking: This course discusses the basic concepts of Local Area Networking. Topics include networking overview, sharing computer resources, using email, using file servers, protocols, different networking software, how to manage your network, and an introduction to Wide Area Network.

IT Technical Support: This course investigates the hardware components of the personal computer. Heavy emphasis is placed on diagnosing and maintaining the PC. Students will learn to install and replace the major hardware components of the system. The students will learn to work on BIOS/CMOS and learn what it takes to build a PC. This is the first course in preparation for taking the CompTIA A+ certification exam.

Dual credit: Joliet Junior College CIS122, CIS145, CYBIT120 (10 credit hours).

Certifications may include: A+ Certification

Estimated cost: \$120.00(\$12/JJC credit hour).

Guidance Notes: Weekly assignments, projects, and quizzes. Heavy reading and lecture format.

CONSTRUCTION

Students will focus on knowledge, hands-on skills, and workplace skills related to construction. Major units of instruction include personal safety, hand tools, power tools, blueprint reading, surveying, construction, landscaping, turf management, and business. Construction skills will emphasize carpentry: framing, roofing, finishing, and other aspects of construction, including career readiness skills such as teamwork, communication, work ethics, problem-solving, and adaptability. Additional units may cover plumbing, electricity, concrete, block laying, drywall, and painting. Careers like agricultural engineers, carpenters, plumbers, electricians, concrete and block layers, finishers, safety specialists, landscape designers, turf managers, and related fields will be explored.

Guidance Note: Recommended that students have earned a 'C' or higher in Geometry.

COSMETOLOGY

This off-campus course is available to students attending a state-approved beauty school. The professional school provides the facility, instruction, and clinical training as required by the Illinois Department of Public Health. First-year students must register early in January through a separate application process, which can be found online at www.wilco.k12.il.us. Students can choose from three schools in Will/Grundy Counties: Professional Choice in Joliet, Franklin Institute in Morris, and The Nail Inn and School of Cosmetology in Lemont. Professional Choice is limited to seniors who must begin the program in July before their senior year.

Students must also meet with their selected cosmetology school to sign a contract and complete all required paperwork prior to beginning the program. Costs and schedules vary by location. Please contact Wilco or the cosmetology schools for more information.

Students are required to provide their own transportation and complete all necessary paperwork prior to the due date (Varies by cosmetology school).

Estimated cost (Varies by cosmetology school): Ranging from \$1,800 to \$7,500 paid to cosmetology school of choice.

Certifications: Program completion allows students to sit for the Illinois Department of Public Health Cosmetology license.

Guidance Notes: Students must meet with their selected cosmetology school to sign a contract and complete all required paperwork prior to the course being added to their schedule. Clinical assignments, workbook assignments, and task sign-offs. Emphasis on chemical reactions and human anatomy.



Application

CULINARY ARTS I

Students have the chance to develop an interest and master essential hands-on culinary skills along with theoretical knowledge for a career in the Hospitality Industry. The Joliet Junior College Program, sponsored by the ACF, offers an accelerated curriculum for Culinary Arts I students (taught in the first year). Course topics include, but are not limited to: Foodservice History, Sanitation & Safety, Equipment Usage, Basic & Technological Aspects in Food Service Preparation, Nutrition, Classical Cooking, Ordering, Purchasing, Receiving & Inventory Controls, Workplace Math & Accounting, Introduction to Lodging & Tourism, Workplace Skills for securing employment and customer relations, and Career and Technical Ethics. Students will be actively involved in all aspects of a commercial kitchen operation. They will participate in at least 10 hours per semester of outside community service (not including field trips), as coordinated by the instructor. Additionally, students will have opportunities to apply their culinary and leadership skills through participation in the FCCLA student organization. Further opportunities are available for dual college credits, articulated college credits, and scholarships upon meeting coursework requirements. Foods I is recommended for students interested in participating in the class.

Dual credit: Joliet Junior College CA105 CA106 (5 credit hours).

Certifications may include: National Restaurant Association's certifications, ServSafe Food Protection Manager Certification, ServSafe Allergen Certification

Estimated cost: \$75.00 student fee and \$60.00(\$12/JJC credit hour).

Guidance Notes: 60% of time in the lab. Weekly assignments and quizzes. Emphasis on mathematics at the Algebra level.

CULINARY ARTS II: Hospitality Careers and Event Planning

This course is designed to help students develop exceptional customer service skills. Students will learn how to interact with customers, resolve conflicts, understand the importance of customer satisfaction and retention, actively participate as team members, and develop time management skills. Additionally, students will acquire the skills needed to become successful event managers. They will learn how to design, plan, market, and execute events. Field trips to various restaurants and event centers will be used to reinforce these concepts. Topics such as staffing, risk management, event evaluation, legal issues, and financial concerns will also be covered. Students must have successfully completed Culinary Arts I at Wilco or Foods I and II at their home school to participate.

Dual credit: Joliet Junior College BUS 110 and HOSP148 (6 credit hours).

Estimated cost: \$35.00 student fee and \$72.00(\$12/JJC credit hour).

Guidance Notes: 60% of time in the lab. Weekly assignments and quizzes. Emphasis on mathematics at the Algebra level.

EARLY CHILDHOOD EDUCATION I

Students will participate in assistant teaching by working directly with children ages 3, 4, and 5 in the Wilco Preschool Lab. First-year students will complete training for the initial level of the Early Childhood Education (ECE) Credential. The curriculum offers basic knowledge and skills for those working with or intending to work with young children. Some topics covered include health, safety, nutrition, how children learn, observation and assessment, family and community relations, child development, and school-aged children. After successful teaching experiences, completing all modules, and meeting attendance requirements, students may earn their credentials.

Dual credit: Joliet Junior College CDEV201 and CDEV137 (6 credit hours).

Certifications may include: American Heart Association CPR, Gateways to Opportunity Early Childhood Education Level 1, Shaken Baby, and Mandated Reporter

Estimated cost: \$40.00 student fee and \$72.00(\$12/JJC credit hour).

Guidance Notes: Weekly assignments, projects, and quizzes. 60% of the time working with preschool children in the lab.

EARLY CHILDHOOD EDUCATION II

Second-year students continue teaching in the preschool lab and are regarded as "experienced teachers." Course content covers child development, including literacy and education issues. Their assignments involve working independently with a preschool child to create an "observation book," along with other projects required by Joliet Junior College. Second-year students may also spend time at childcare sites for observations, depending on their grades, while continuing work on the Joliet Junior College coursework.

Dual credit: Joliet Junior College CDEV101 and CDEV216 (6 credit hours).

Certifications may include: Gateways to Opportunity, Early Childhood Education Level 2

Estimated cost: \$20.00 and \$72.00(\$12/JJC credit hour).

Guidance Notes: Weekly assignments, projects, and quizzes. 60 % of the time working with preschool children in the lab.

EMERGENCY MEDICAL SERVICES

Students who enroll in the emergency medical technician program must have successfully completed the first year of Fire Science or Introduction to Health Professions. This program is approved by the Illinois Department of Public Health. The year will focus on preparing students for various career paths related to the fire service and healthcare fields. Students will learn to care for, handle, and extricate critically ill and injured individuals. Topics include airway management, patient assessment, vital signs, cardiopulmonary resuscitation, lifting and moving patients, documentation, communication, pharmacology, and cardiac emergencies. A strong emphasis will be placed on medical terminology. If IDPH approves the program, the EMT-Basic program requires students to spend sixteen hours off-campus in a hospital emergency room and twenty-four hours of ambulance ride time, in addition to classroom instruction. If approved by IDPH, students who successfully complete the course may take the EMT-Basic exam.

Dual credit: Proficiency credit JJC EMS200 & College of DuPage FIRE2271 (10 credit hours) with National Registered Emergency Medical Technician License.

Certifications may include: American Heart Association HealthCare BLS Provider and National EMT-B License

Estimated cost: \$100 student participation. The student will need an additional \$104 for the National Exam.

Guidance Notes: Prerequisite- successful completion of Fire Science or Introduction to Health Professions with an 80%/B or better, or completed three years of science with a 'B' or better.

FIRE SCIENCE

Fire Science will follow the curriculum established by the Illinois Fire Marshal's Office, the Illinois Department of Health, and the Department of Transportation. Students will learn the fundamentals of firefighting through classroom instruction and guided activities, including fire service history, education and selection processes, the chemistry and physics of fire, building construction, personal protective equipment, operating self-contained breathing apparatus, identifying ropes and tying knots, using portable fire extinguishers, performing forcible entry, carrying and raising ladders, and auto extrication. Students will also learn search and rescue techniques, operate ventilation tools, and practice hose evolutions on a working fire engine, all in a safe environment. Additionally, students will gain knowledge about the Emergency Medical Services System, how to provide emergency prehospital patient care, and how to use related equipment.

Dual credit: JJC FSC101 and EMS 101(7 credit hours)

Certifications may include: State of Illinois IDPH Emergency Medical Responder, American Heart Association BLS Provider CPR, FEMA IS100c (Introduction to the Incident Command System), FEMA IS 700b (Introduction to the National Incident Management System), and Stop the Bleed

Expected cost: \$75.00 student fee and \$84.00(\$12/JJC credit hour).

Guidance Notes: Prerequisite- May require a JJC Placement test ENG 098 and ENG 020, ACT 19 (English), SAT EBRW 460, or ACCUPLACER of 222 Writeplacer 0-3. 50% of the time in the lab. Emphasis on physical fitness, reading comprehension, and basic math

HAIR BRAIDING

This off-campus course offers a unique chance for students to greatly improve their hairstyling skills through advanced hair braiding techniques at a state-approved beauty culture school. The professional school will supply the necessary facilities, classroom instruction, and hands-on (practical and technical) experience as outlined by the Illinois Department of Public Health. The program will include at least 300 clock hours or an equivalent of 10 credit hours of instruction. First-year students should complete the separate application process by early January. The application and more details are available online at www.wilco.k12.il.us. For more information, please contact Wilco or Fusion Hair and Braid Academy.

Students are required to provide their own transportation to the Fusion Hair and Braid Academy in Joliet

Certification may include: IDPH State Certification

Estimated cost: \$3,000 student fee and \$100 registration fee paid to Fusion Hair Braiding

Guidance Notes: Students must meet with the Hair Braiding school to sign a contract and complete all required paperwork prior to the course being added to their schedule. 80% of the time in the lab & weekly assignments/quizzes



Application

HEAVY EQUIPMENT TECHNOLOGY

The heavy equipment technology program is designed to prepare students for careers as heavy equipment mechanics and is a senior-only program. Heavy equipment includes cranes, bulldozers, front-end loaders, rollers, backhoes, and hoists. Emphasis will be placed on the fundamentals of diesel engines and fuel systems used in heavy equipment. The program will introduce students to units of measurement, electron theory, wiring diagrams, schematics and symbols, basic hydraulics principles, engine components, intake and exhaust systems, welding basics, and powertrain functions. This off-campus class is available through an application process only. Students must be willing to participate in drug testing and meet attendance, behavior, and grade requirements.

The class will be located at ASIP-Local 150 in Wilmington.

Students are required to provide their own transportation daily to the Wilmington site, apply through Wilco, and be interviewed.

Certifications may include: OSHA 10-hour Certification, American Heart Association HealthCare Provider CPR, Snap-On Torque Certification

Estimated cost: \$ 45.00 for the purchase of steel-toed boots and program shirt.

Guidance Notes: Senior-only program. Documentation of a 95% attendance rate and a 2.5 GPA

INTRODUCTION TO HEALTH PROFESSIONS

This course provides an overview of the healthcare industry, covering medical ethics and law, current trends, and career exploration. It includes an introduction to medical terminology, anatomy and physiology, vital sign measurement, mathematical conversions, standard precautions training, basic cardiac life support skills, and first aid. The purpose of the course is to help students make informed decisions about healthcare careers and learn fundamental skills across all areas of the healthcare field.

Dual credit: College of DuPage HLTHS1100 HLTHS1110 (5 credit hours)

Certification may include: American Heart Association BLS Provider Certification

LAW ENFORCEMENT AND PUBLIC SAFETY

LENF 101 Introduction to American Policing: This course will highlight the introduction of modern policing and the study of law enforcement officers and policing strategies. This course will provide students with the history of law enforcement, an in-depth analysis of the American Constitution, and a career orientation emphasizing the realities of a career in law enforcement at the local, state, and federal levels. This course will complement physical training, career exploration, and other police tactical training. Placement into ENG 098 is required for Joliet Junior College dual credit.

LENF 103 Criminal Law: Course Description: This course provides an in-depth exploration of the components, purposes, and functions of criminal law. It covers the essential elements required to establish a crime, including criminal intent (mens rea), and examines the various sources of criminal law. Students will study key topics such as attempts, conspiracy, criminal responsibility, and the range of defenses available in criminal cases. Additional focus will be placed on the laws governing arrest, search, and seizure, and the distinctions between criminal and civil law. Through the examination of real-world cases, students will gain practical insight into the application of criminal law in contemporary legal systems.

CRIMJ 1145 Introduction to Homeland Security: An overview of the evolution of the Department of Homeland Security (DHS) in the U.S. and an analysis of the major policies, practices, concepts, and challenges confronting the field. Modern threats from domestic, international, and transnational terrorism will be addressed along with issues stemming from other forms of geopolitical conflict and natural disasters. The roles of various agencies under the authority of the DHS, as well as other government entities, private organizations, and individual citizens in responding to the modern threat landscape, will be examined.

Dual credit: Joliet Junior College LENF101, LENF103 (6 credit hours) and College of DuPage CRIMJ1145(3 credit hours)

Estimated cost: \$72.00 (JJC \$12/credit hour)

Guidance Notes: Prerequisite- May require a JJC Placement test ENG 098 and ENG 020, SAT EBRW 460, ACT 19 (English), or ACCUPLACER of 222 Writeplacer 0-3

MEDICAL ASSISTING

The Medical Assisting program is designed for seniors to prepare students for a career as part of a multidisciplinary healthcare team in an outpatient care setting. Students develop the skills needed to perform entry-level administrative and clinical procedures. They will learn patient care techniques, functional anatomy, physiology, medical terminology, and some diagnostic and specialty procedures. The role of an MA in the workplace focuses on patient care and administrative tasks, which differ from those of a CNA, who typically provides direct patient care and assists with medical needs. CNAs often serve patients requiring long-term care and assistance with basic hygiene. They handle bedside care for the elderly and can work in hospitals and nursing homes. MAs administer injections, medications, and record patients' health information. They often perform both office and medical tasks, such as gathering patient information during check-in and collecting insurance details. Students will be introduced to ethical behavior and professional practices expected in healthcare, covering topics like communication, teamwork, conflict resolution, all-hazard preparation, patient needs, death, and dying.

Dual credit: Joliet Junior College MA102 (4 credit hours) and College of DuPage SURGT1000 (3 credit hours)

Certification may include: American Heart Association BLS Provider Certification

Estimated cost: \$48.00(\$12/JJC credit hour)

NAIL TECHNOLOGY

This off-campus course is available to students enrolled in a state-approved nail technology school. Students will enhance their communication skills, time management, and attention to detail. The course will focus on all areas of nail care, nail issues, artificial nails, and nail products. Upon successfully finishing the course, students will be qualified to take the state certification exam.

Students are required to provide their own transportation to Lemont or Joliet locations and complete the application process.

Certification may include: IDPH State Certification

Estimated cost: \$800 student fee

Guidance Notes: 80% of the time in the lab & weekly assignments/quizzes

VETERINARY ASSISTANT I

Students learn animal science and animal care, including related medical terminology, fundamentals of companion animal species and breeds, behavior and training, animal anatomy and physiology, nutrition, and safety. This course enhances students' understanding of animal reproduction, ethics, welfare, health, veterinary medicine, veterinary office practices, and animal services to humans. Students develop basic skills and techniques for assisting veterinarians and technicians in handling large and small animals, grooming, feeding, and maintaining equipment and facilities. Career exploration focuses on roles like veterinarians, veterinary lab technicians, office lab assistants, small animal production, research lab assistants, and animal nutrition lab technicians. Since FFA is an integral part of this course, students are required to maintain a Supervised Agricultural Experience (SAE) and participate in FFA activities hosted by our chapter. Students are also encouraged to volunteer at local veterinary offices and animal shelters.

Dual credit: Joliet Junior College AGRI119, VET 100(5 credit hours)

Estimated cost: \$30 student fee and \$60.00(\$12/JJC credit hour)

VETERINARY ASSISTANT II

This course introduces students to veterinary medicine with a focus on small animals, exotic species, and large animals. The topics covered include roles in the veterinary hospital, medical records, anatomy and physiology, Fear Free handling, behavior, pet loss, grief and compassion fatigue, wildlife, zoo, and aquarium rehabilitation, as well as basic animal nursing care such as grooming, obtaining vitals, physical exams, parasitology, and treatments for common diseases. There will be hands-on animal labs where students can perform basic nursing care on canines and felines, a class field trip to a local animal shelter for grooming, and a visit to JJC's agricultural center to learn about large animal medicine.

During the second semester, students will complete a 100-hour clinical practicum at a small animal general practice. Students will need to meet skill and academic requirements to be eligible for outside placement. Students will also learn to build resumes and perform mock interviews with Wilco staff.

Students are required to provide their own transportation to the clinical site.

Dual credit: Joliet Junior College VTA101, AGRI299 (5 credit hours)

Estimated Cost: \$60.00(\$12/JJC credit hour)

Guidance Notes: To be eligible for the externship/clinical experience, students must maintain an 80% or higher grade

WELDING I

Welding I is an introductory orientation course that focuses on safety, soft skills, job readiness, ongoing education, and career planning. Topics include welding terms and symbols, blueprints, procedures, organizations, and the technology used in the welding industry. As an American Welding Society (AWS) Educational Institution, this program aims to prepare students for the expectations and demands of becoming an AWS Entry-Level Welder.

Students will also receive practical training on the fundamentals of the Arc Welding Process. This includes exposure to Shielded Metal Arc Welding (SMAW) and Gas Metal Arc Welding (GMAW). Additional training will cover Plasma Arc and Oxygen-Fuel Cutting processes (PAC & OFC), as well as the use of shop equipment, tools, and techniques involved with welding mild steel.

Dual credit: Joliet Junior College WLDG 101, WLDG 110 (6 credit hours)

Certification may include: OSHA-10 General Industry

Estimated cost: \$90.00 for required tools and safety clothing, \$72.00(\$12/JJC credit hour), and \$10.00 OSHA Certification

Guidance Notes: 70% of the time in the lab & weekly assignments/quizzes

WELDING II

Welding II is designed for students seriously considering a career in Welding and related industries. This intermediate course emphasizes safety, project-based learning, career planning, basic shop drawing and blueprint reading, measurements, advanced techniques in Shielded Metal Arc Welding, fundamental use of Gas Metal Arc Welding, Oxy/Fuel Cutting, and the operation of shop equipment used for welding and testing according to industry standards. Students in WLD-II will work with less direct supervision and are expected to perform tasks similar to those of apprentices and entry-level welders.

Dual credit: Joliet Junior College WLDG 120 (3 credit hours).

Certification may include: OSHA-10 General Industry (Industrial Credentials)

Estimated cost: \$90.00 for required tools and safety clothing, \$36.00(\$12/JJC credit hour), and \$10.00 OSHA Certification

Guidance Notes: 70% of the time in the lab

**For more information on dual credit agreements with Joliet Junior College, please visit
Joliet Junior College Academics Registration for Dual Credit by scanning the QR Code.**



Please note that agreements may change from the time of publication based on program and instructor requirements. Students are responsible for applying and completing all course registration requirements, i.e., Accuplacer testing and submitting ACT/SAT scores.

Wilco CNA Program

Eligibility requirements:

- ☐ **Mandatory Parent Meeting** -will take place before the start of the school year in July.
- ☐ **Vaccination**- Immunization and physical forms must be completed by the 10th day of Wilco class, or the student will be ineligible for clinical hours
 - ☐ **TB Test - Must** include a completed 2-step TB test or TB blood test-QuantIFERON Gold
- ☐ **Physical**- Current sports physicals can be accepted, but the physician must sign a clinical capability statement, which is **NOT** part of a routine sports physical. Physicals are only good for one year.
- ☐ **Social Security Card - Must** provide a copy of the Social Security card by the first day of class.
- ☐ **Transportation** to and from clinical is the responsibility of the student/parent (if the student does not drive, often they will be able to find a ride with a student from their home school)
- ☐ **Grades** - Students must maintain an 80% average in **all assessments**. Limited retakes will apply. If a student cannot meet the 80% assessment expectation, the student can remain in the program for high school credit only.

Clinicals - Illinois Department of Public Health Guidelines:

- ☐ **Schedule/Location**
 - ☐ Strictly adhered to and determined by the instructor and available sites
 - ☐ Clinical schedule will be provided within the first few weeks of class, but students **MUST** understand this will likely include full-day clinicals on days students are out of school (for example, school-sponsored SIP days and likely to include a full-day Saturday)
- ☐ **Clinical hours**-Mandatory Attendance Guidelines-governed by Illinois Department of Public Health guidelines
 - ☐ Accelerated-Limited to 3 absences (of any type) per semester; 1 clinical absence with a fee charged for make-up
 - ☐ Traditional-Limited to 6 absences (of any type) per semester; 1 clinical absence with a fee charged for make-up
 - ☐ Students who exceed the allowable absences will be allowed to remain in the class for high school credit only; students will be ineligible for the certification exam
- ☐ **Uniforms:** Tops are purchased through Wilco. Navy blue scrub pants can be purchased at any time before the start of class by the student. White closed-toe vinyl or leather shoes are required. No Crocs

Fees

- ☐ **Fees subject to change**

☐ Wilco Scrub Top	\$35 (2XL+ additional fee)
☐ CPR Class required	\$ 30.00
☐ CNA State Test Fee required	\$ 85.00
☐ Background Check (fingerprint) required	\$ 37.50
☐ Textbook (Optional)	\$ 65.00
☐ HOSA Dues (healthcare student organization), optional	\$ 30.00
- ☐ **Textbooks** are provided in class/online resources or can be purchased for an additional fee.

Accelerated Students ONLY

- ☐ **CPR American Heart (AHA) BLS Healthcare Provider CPR training ONLY** before the first day of Wilco

Student Emergency Contact

Wilco Area Career Center

500 Wilco Blvd. • Romeoville, IL 60446 • 815.838.6941 • Fax: 815.838.1163

PLEASE PRINT IN BLACK INK. All information is Required

- ☐ Male
☐ Female
☐ Non-binary

Student's Name (Last) _____ (First) _____
Student's Home Address _____ Student's Program Choice _____
City _____ Zip Code _____ Primary Language spoken in the home? _____
Student lives with: ☐ Mother/Guardian ☐ Father/Guardian

Student's Home School

- ☐ Plainfield Central ☐ Plainfield South ☐ Plainfield North
☐ Bolingbrook ☐ Romeoville ☐ Plainfield East
☐ Reed-Custer ☐ Wilmington ☐ Lemont
☐ Lockport ☐ Plaf. Academy ☐ Phoenix
☐ Other: _____

Student Email _____
Student Birth Date _____
Home Phone _____
Cell Phone _____

Mother / Guardian Information

Name _____
Address _____
City _____ Zip _____
Home Phone _____
Place of Employment _____
Business Phone _____ Cell Phone _____
Email Address _____

Father / Guardian Information

Name _____
Address _____
City _____ Zip _____
Home Phone _____
Place of Employment _____
Business Phone _____ Cell Phone _____
Email Address _____

Nondiscrimination Statement: It is the policy of the Wilco Area Career Center not to discriminate in its educational programs, activities, or employment policies with regard to race, color, sex, national origin, or handicap.

TO BE COMPLETED BY COUNSELOR FROM HOME SCHOOL (Please check all that apply.)

The State requires the following information for program funding purposes.

- ☐ Alaskan Native / American Indian ☐ Academically Disadvantaged
☐ Asian America / Pacific Islander ☐ Economically Disadvantaged
☐ Black - Non Hispanic ☐ 504 Accommodation
☐ Hispanic ☐ This student has an IEP
☐ White - Non-Hispanic

Year of Graduation:

- ☐ 2024
☐ 2025
☐ 2026
☐ _____

Session Preference

- ☐ Session I
☐ Session II
☐ Session III

Has Student had a career assessment? ☐ NO ☐ YES - If yes, which one? _____

Counselor's Name: _____ Counselor's Signature: _____

EMERGENCY INFORMATION (NOTE: Parents/Guardians are always first contact in case of illness or emergency.)

Please list two additional contacts in the event we are unable to contact the parent/guardian.

1st Emergency Contact Name: _____ Daytime Phone: _____

2nd Emergency Contact Name: _____ Daytime Phone: _____

Is your student allergic to any medication? ☐ NO ☐ YES If yes, which ones? _____

Does your student wear contact lenses? ☐ NO ☐ YES

Does your student have any physical disabilities? ☐ NO ☐ YES If yes, please list them: _____

Doctor's Name: _____ Phone Number: _____

I authorize Wilco Area Career Center to take action in case of emergency - Parent/Guardian's Signature: _____

Revised 7/18/2023

WILCO AREA CAREER CENTER

500 Wilco Blvd
Romeoville, IL 60446

PHYSICAL EXAM FORM

To be completed by student:

Name _____ Home School _____

Address _____
Street City State Zip

Phone # _____

E-mail address _____

Birthdate _____ Age _____

Person to notify in case of emergency:

Name _____

Phone# _____

Relationship _____

Family Physician _____

Phone _____

Address _____

Name _____

To be completed by physician:

PHYSICIAN: In the section below, denote whether area is within normal limits (WNL) or abnormal. Record details in the remarks section.

<u>WNL</u>	<u>ABNORMAL</u>
_____	_____ General Appearance
_____	_____ Eyes (Include lids, pupils, fundi, EOM).
_____	_____ Nose
_____	_____ Mouth
_____	_____ Throat (Include pharynx, tonsils)
_____	_____ Teeth and Gums
_____	_____ Neck (Include carotids and thyroid)
_____	_____ Lymph Nodes (cervical axillary, inguinal, epitrochlear)
_____	_____ Chest and lungs
_____	_____ Heart (Size, rhythm, murmur, quality of tones, thrill)
_____	_____ Abdomen (appearance, liver, spleen, scars, mass, tenderness)
_____	_____ Hernia (umbilical, inguinal, femoral, incisional)
_____	_____ Extremities (Feet, edema, pulses, ROM, deformity)
_____	_____ Skin
_____	_____ Rectal
_____	_____ Pelvic
_____	_____ Back (attention to list, pelvic, tilt, scoliosis, ROM)
_____	_____ Neurological (Include reflexes)

Explain any checks in the abnormal section. (Note asthma or diabetes)

Student is able to participate in all aspects of the course (clinical included) without restrictions.

Physician signature: _____ Date: _____

Physician name printed: _____

Street Address _____ City _____ State _____ Zip Code _____

Phone # _____

Name _____

Immunizations:

Tuberculosis skin test: (2-step Mantoux)

TB Tine test is not accepted

#1. Date given: _____ Date read/reaction: _____ Signature _____

#2. Date given: _____ Date read/reaction: _____ Signature _____

Use above form or attach copies of TB test administration

Documentation of a 2 Step TB Mantoux test is required prior to the start of the clinical rotation. The second Mantoux test must be administered within 7-21 days of the first test, if the reaction to the initial test is negative. A single step Mantoux will only be accepted if proof of a 2 step Mantoux done within the past year is attached to this form. If a student has a recorded positive Mantoux, a chest x-ray is required.

*Reaction to test should be read within 48-72 hours by the administering facility.



State of Illinois
Illinois Department of Public Health

Health Care Worker Background Check

Authorization and Disclosure for Criminal History Records Information (CHRI) Check

I hereby authorize the Illinois Department of Public Health (the Department), the Department's designee, educational entities that train and/or test health care workers, staffing agencies, my current or potential employer, or a health care facility where I want to volunteer to initiate/request a CHRI check on me. I further authorize the Illinois State Police (ISP) and/or the Federal Bureau of Investigation (FBI) to release information and photographs relative to the existence or nonexistence of any criminal record, which it might have concerning me, to any initiator/requestor solely to determine my suitability for training or testing in a health care training program, employment, continued employment, or to work as a volunteer. I further authorize any entity that maintains criminal records and photographs relating to me, including but not limited to a local unit of government in any State, to release those records and photographs to the ISP, FBI, or the Department. I authorize the Department to provide any health care facility, training program or staffing agency, to which I have provided this authorization and disclosure form, a copy of my ISP CHRI and a determination of eligibility of the FBI CHRI. I certify that the ISP, FBI, any entity that maintains criminal records and photographs, the Department, and any of their employees or officers who furnish this information shall be held harmless from all liability, which may be incurred as a result of releasing such information. I further acknowledge that a educational entity or a health care employer shall not be liable for the failure to hire or retain me as an applicant, student, employee, or volunteer if I have been convicted of committing or attempting to commit one or more of the offenses stated in the Health Care Worker Background Check Act (225 ILCS 46/25).

I understand that any false statements or deliberate omissions on this document may be grounds for disqualification from employment, training, or volunteering, if discovered after employment, training, or volunteering begins, and can result in discipline up to and including my termination of employment, being a volunteer, or a student.

I understand that the information requested below regarding gender, race, height, eye color, hair color, weight, place of birth and date of birth is for the sole purpose of identification and the accurate gathering of the criminal history record information, and that it will not be used to discriminate against me in violation of the law. I understand that the provision of my Social Security number is required by law. A facsimile or photographic copy of this authorization will be as valid as the original.

First Name _____ Full Middle Name _____ Last Name _____

Mailing Address _____ City: _____ State: _____ Zip Code _____

Other Names Used _____ Telephone _____ - -

States Where You Have Lived? _____

☐ Male ☐ Female Race _____ Height _____ Weight _____ Date of Birth _____ Social Security Number _____

(Enter a letter from below)

Hair Color _____ Eye Color _____ Place of Birth _____

- Race
- A** Chinese, Japanese, Filipino, Korean, Polynesian, Indian, Indonesian, Asian Indian, Samoan, or any other Pacific Islander.
 - B** Black or African American (Not Hispanic or Latino)
 - H** Hispanic or Latino (Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin)
 - I** American Indian, Eskimo, or Alaskan native, or a person having origins in any of the 48 contiguous states of the United States or Alaska who maintains cultural identification through tribal affiliation or community recognition.
 - U** Of undeterminable race. Of Untold mixture.
 - W** Caucasian (not Hispanic or Latino)

Have you ever had an administrative finding of Abuse, Neglect or Theft? ☐ Yes ☐ No If "Yes," give full details and state. Continue on back if more space is needed.

Have you ever been convicted of a criminal offense other than a minor traffic violation (do not include convictions that have been expunged, sealed or adjudicated delinquent)? ☐ Yes ☐ No If "Yes," give full details of each offense and the state in which convicted. Continue on back if more space is needed.

I certify that the above is true and correct and give my consent for my name to appear on Department's Health Care Worker Registry with the results of my criminal history records check.

(Signature)

(Date)

As the parent or guardian of the above named individual, who is younger than the age of 17, I give my consent for this named individual to have a criminal history records check.

(Signature of Parent or Guardian when applicable)

(Date)

Health Care Worker Registry, 525 W. Jefferson St., Springfield, IL 62761 Phone: 217-785-5133

*** ALL FIELDS MUST BE COMPLETED OR APPLICATION WILL NOT BE PROCESSED ***

HEAVY EQUIPMENT APPLICATION

Heavy Equipment Technology Program

A Partnership between
Wilco Area Career Center & ASIP Local 150 Operating Engineers

APPLICATION

Items to be submitted:

- ☐ Application
- ☐ High School Transcript recommended 2.5 GPA
- ☐ Proof of Attendance documenting 95% attendance rate
- ☐ 2 Faculty Recommendations (1 CTE instructor, 1 other teacher/counselor/administrator)
- ☐ Recommended completion of 1 Industrial CTE course

Only seniors for the upcoming school year are eligible to apply.
Students must pass a drug test which will be administered by ASIP Local 150
Operating Engineers.

Due Date:

February 6, 2026

Student Application Heavy Equipment Technology

A Partnership between
Wilco Area Career Center & ASIP Local 150 Operating Engineers

Name _____ Date _____
(Last) (First) (MI)

Home Address _____
(Street) (City) (Zip code)

Date of Birth _____ Home Phone _____

Parent cell phone: _____ Student cell phone: _____

Home School _____ Student E-mail: _____

Parents or Guardian _____ Parent E-mail: _____

Current Year Courses (Including both semesters)

Career & Technical Courses	1 st Semester Grade	Current Grade	Teacher
Other Courses			

Please attach a copy of your high school transcript.

What are your career goals? _____

What are your post-secondary educational plans? _____

Have you applied to, been accepted by, or plan to apply to a post-secondary educational institution? _____ Yes _____ No

If yes, name of Institutions (s) and major
Institution

Major Area of study

Why are you interested in participating in the heavy equipment technology program?
(Additional space may be used to complete your answer.)

Do your parents know of your interest in the program? _____ Yes _____ No

In making this application I accept responsibility for maintaining eligibility, following the rules, which have been established for participation. I certify that all the statements made above by me, in this application are true, complete and correct to the best of my knowledge, and I am aware that any false statements will be sufficient cause for dismissal from the program. Unless notified in writing by the student's parent/guardian stating that they do not wish their child's picture to be used for public use, pictures taken of students may be placed in publications, display or presentations. This includes but not limited to videos, computers, website or articles placed in newspapers. I am also aware that the student must pass a drug test that will be administered by ASIP Local 150 Operating Engineers.

Student Signature

Date

Student (printed name)

I consent to _____ (student name) participating in the heavy equipment technology program at ASIP Local 150 Operating Engineers.

Parent or Guardian

Date

Heavy Equipment Technology Program

First Semester Attendance Record

Must be completed by school personnel
(To accompany Application Form)

Student _____

School _____

Number of days in 1st Semester _____

Number of full days attended _____

Number of partial days attended _____

Please explain partial days if in excess of 5: _____

Signature of school personnel
completing form

Title

Date

**WILCO-ASIP LOCAL 150
HEAVY EQUIPMENT TECHNOLOGY PROGRAM
Faculty Recommendation**

Student Name _____

This student has applied for participation in the Wilco-ASIP Local 150 Operating Engineers Heavy Equipment Technology Program. Would you help in the selection process by providing the following information about this student?

Teacher Name _____

In what capacity do you know the student? _____

Please rate this student on the following areas:

5=Superior 4=Above Average 3=Average 2=Below Average 1=Unsatisfactory

Category	Excellent	Above Average	Average	Below Average	Unsatisfactory
Reliability					
Leadership					
Industriousness					
Knowledge of Subject Matter					
Getting Along with Others					

_____ Attitude: Comments:

_____ Motivation: Comments:

_____ Desire to Succeed: Comments:

Why should this student be considered for the Heavy Equipment Technology Program?

Faculty Signature

Date

WILCO AREA CAREER CENTER

500 Wilco Blvd.
Romeoville, IL 60446

PHYSICAL EXAM FORM

To be completed by student:

Name _____ Home School _____

Address _____
Street City State Zip

Phone # _____

E-mail address _____

Birthdate _____ Age _____

Person to notify in case of emergency:

Name _____

Phone# _____

Relationship _____

Family Physician _____

Phone _____

Address _____

To be completed by physician:

Immunizations:

Tuberculosis skin test: #1. Date given: _____ Date read/reaction: _____
(2-step Mantoux)

#2. Date given: _____ Date read/reaction: _____

TB Tine test is not acceptable.

Documentation of a 2 Step TB Mantoux test is required prior to the start of clinicals. The second Mantoux test must be administered within 7-21 days of the first test, if the reaction to the initial test is negative. A single step Mantoux is adequate if a 2 step Mantoux was done within the past year. **TB Tine is not acceptable.** If a student has a recorded positive Mantoux, a chest x-ray is required.

*Reaction at test site should be read within 48-72 hours.

PHYSICIAN: In the section below, denote whether area is within normal limits (WNL) or abnormal. Record details in the remarks section.

WNL

ABNORMAL

_____	_____	General Appearance
_____	_____	Eyes (Include lids, pupils, fundi, EOM)
_____	_____	Nose
_____	_____	Mouth
_____	_____	Throat (Include pharynx, tonsils)
_____	_____	Teeth and Gums
_____	_____	Neck (Include carotids and thyroid)
_____	_____	Lymph Nodes (cervical axillary, inguinal, epitrochlear)
_____	_____	Chest and lungs
_____	_____	Heart (Size, rhythm, murmur, quality of tones, thrill)
_____	_____	Abdomen (appearance, liver, spleen, scars, mass, tenderness)
_____	_____	Hernia (umbilical, inguinal, femoral, incisional)
_____	_____	Extremities (Feet, edema, pulses, ROM, deformity)
_____	_____	Skin
_____	_____	Rectal
_____	_____	Pelvic
_____	_____	Back (attention to list, pelvic, tilt, scoliosis, ROM)
_____	_____	Neurological (Include reflexes)

Explain any checks in the abnormal section. (Note asthma or diabetes)

Student is able to participate in all aspects of the course (clinical included) without restrictions.

Physician signature: _____ Date: _____

Physician name printed: _____

Street Address City State Zip Code

Phone # _____

OFFICE USE:

DATE RECEIVED _____

BARBERING,
COSMETOLOGY,
HAIR BRAIDING,
AND NAIL TECH

Wilco Area Career Center

2026-2027 Cosmetology, Barbering, Hair Braiding, and Nail Tech Tips and Procedures

Application Process:

1. Meet with your guidance counselor to state your interest in the program and verify you have room in your schedule.
2. Complete the Program Interest Application to show interest in participating.
 - a. Visit www.wilco.k12.il.us.
 - b. Go to the **Programs** section and select **Cosmetology**.
 - c. Look for the heading that says **Cosmetology Application**.
 - d. Click on the small blue **Read More** button.
 - e. Click **Wilco Cosmetology Application** and complete.
3. Visit your chosen cosmetology school (listed below). **It's the student and parents' responsibility to register with the selected school by signing a contract.**

Registration (January Deadline):

- Completion of the Wilco Area Career Center Application online.
- Students attending Joliet, Plainfield, or Lemont should contact the schools and ask to be put on the waiting list.
- Students attend necessary orientation/sign-up meetings scheduled by the cosmetology school.
- Students schedule Cosmetology during high school registration. If they decide not to attend the program, contact the Cosmetology school and their school counselor.
- **A student is not officially enrolled in Cosmetology until a contract has been signed with the Cosmetology school.**
- Students make the necessary payments to the school established by the individual cosmetology schools.

Attendance:

- The cosmetology schools are open throughout the school year and on public holidays. Students are expected to attend whenever the cosmetology school is open.
- Students must accumulate **750 hours for cosmetology within the nine-month school year, 300 hours for hair braiding, and 350 hours for nail tech.** If they still need to meet this requirement, they must attend additional sessions at their own expense.
- Student absences must be called into both the cosmetology and high schools.
- The Nail Inn School of Cosmetology begins attendance on July 10th.

Cosmetology Schools Contact Information:

Schools	Phone Numbers	Contact
Professional Choice 2719 W Jefferson St, Joliet, IL 60435	815.741.8224	Stephanie
The Nail Inn and School of Cosmetology 47 Stephen St, Lemont, IL 60439	630.243.0387	Michelle
Nail Inn Academy 160 N Chicago St, Joliet, IL 60432	630.243.0387	Michelle
Franklin School of Cosmetology 519 Franklin St, Morris, IL 60450	815.942.2668	Shantel
Champion Beauty-Barber University 2011 S Rt. 59, Plainfield, IL 60586	815.671.7786	Stennis and Teresa Champion
Fusion Hair Braiding 18 Ohio St, Joliet, IL 60432	815.782.2294	LeAnn Drake

Student attendance varies per site.

Program	Days	Times	Saturday
Professional Choice - Joliet	Tuesday - Saturday	1:00-5:30 pm	Every Saturday
The Nail Inn School of Cosmetology - Lemont	Monday - Friday, some Saturdays	12:30-4:30 pm	As scheduled to make up time or gain experience.
Nail Inn Academy (Nail Tech) -Lemont or Joliet	Monday through Friday	12:30-2:30 pm	None
Franklin Institute of Cosmetology - Morris	Monday - Friday, rotational Saturdays	12:30-4:30 pm	One Saturday a month (9 am to 2 pm)
Champion Barbering – Plainfield	Monday-Thursday, Optional Fridays	12:30-5:30 pm	None
Fusion Natural Hair & Braiding Academy- Joliet	Tuesday - Saturday	12:30-2:30 pm	Every Saturday

Costs:

Although the program costs are significant, post-high school participation will cost students/parents \$18,000 – \$24,000.

Estimated Cost of Cosmetology Schools:

School	Registration	Kit	Lab Fee	Tuition	Summer/ Spring Break	Total	Payment Plan
Joliet	\$100	\$900	\$450	\$6,160	N/A	\$7,610	Yes
Lemont/Jr	\$100	\$700	\$3,100	N/A	N/A	\$3,900	Yes
Lemont/Sr	\$100	\$700	\$1,700	N/A	\$2,300	\$4,800	Yes
Nail Inn Tech	\$100	\$200	\$500	N/A	N/A	\$800	No
Morris/Jr	\$100	\$950	\$650	\$850/yr	N/A	\$3,300	Yes
Champion/ Jr. Barber	\$100	\$650	None	\$2,400	N/A	\$3,150	Yes
Champion/Sr Barber	\$100	\$650	None	\$3,600	N/A	\$4,350	Yes
Fusion	\$100	\$500	None	\$2,500	N/A	\$3,100	Yes

Participation:

Program	Timeframe	Summer School
Professional Choice - Joliet	Senior only 13-months	Yes: Before Senior Year and Following until complete
The Nail Inn School of Cosmetology - Lemont	Senior 13-months or Junior 2yr	No: Unless behind in hours or entered as a Senior
Nail Inn Academy - Lemont & Joliet	Nine-month school year	No
Franklin Institute of Cosmetology - Morris	Senior 13-months w option for Adult or Junior 2yr	No
Champion Barbering – Plainfield	Senior 13-months or Junior 2yr	Senior Yes: Junior only if behind in hours.
Fusion Natural Hair & Braiding Academy- Joliet	Nine-month school year	No

Wilco Area Career Center

2025-2026 Cosmetology, Barbering, Hair Braiding, and Nail Tech

Tips and Procedures

Rules:

- Students must attend daily to earn the required hours and clock in per IDPH guidelines. Poor attendance may lead to extra fees for students/parents and drop from Wilco.
- Students must wear the assigned uniforms.
- No cell phones are permitted in class or on the clinic floor.
- No gum, piercings, or personal grooming is allowed.
- Lockers are provided to secure belongings.
- All other school rules are enforced.
- Students will receive a specific list of rules when they attend an orientation session.

Seat Availability:

- Not determined at this point. Each school is limited in the number of students it may serve based on the guidelines established by the Illinois Department of Public Health. Therefore, applications will be considered on a first-come, first-serve basis.

Transportation:

- **Students must have a car.** Wilco ACC nor the high school provides transportation to the Cosmetology schools.
- Students must possess a valid driver's license and proof of insurance.
- Students may carpool but must not depend on others as their sole transportation.

Concerns or Questions:

Please feel free to contact Wilco Area Career Center at any time with questions or concerns you may have regarding the cosmetology program. Questions should be addressed to Alicia Cook at acook@wilcoacc.org or 815.838.6941.

STUDENT SERVICES



500 WILCO BOULEVARD
ROMEIOVILLE, IL 60446-9529
(815) 838-6941

PROGRESS REPORT

STUDENT _____ SUBJECT _____ DATE _____

HOME SCHOOL _____ GRADUATION YEAR _____ INSTRUCTOR _____

Dear Parent and Student:

This progress reports covers the student's progress in the above class for the first half of the following grading period:

☐ First Quarter ☐ Second Quarter ☐ Third Quarter ☐ Fourth Quarter
(First Semester) (Second Semester)

The Student named above would achieve more success in this class by correcting any conditions checked below.

☐ Discipline ☐ Shop Safety/Lab Performance Inadequate ☐ Failure to Ask for Help ☐ Make-Up Work Not completed
☐ Inattention or Lack of Participation ☐ Careless Written Work ☐ Unexcused or Excessive Absence ☐ Poor Test Grades

CONTINUED FAILURE TO CORRECT THE ABOVE NOTED DEFICIENCIES MAY LEAD TO A FINAL GRADE OF "F" AND LOSS OF CREDIT TOWARD HIGH SCHOOL GRADUATION.

Comments: _____

DAYS ABSENT _____ DAYS TARDY _____ GRADE TO DATE _____

Please call Wilco for a conference at 815/838-6941.

INSTRUCTIONS TO PARENT: PLEASE SIGN this report and have the student return this to his/her instructor within one week. Please feel free to write any comments you may have on the reverse side of this form.

STUDENT
SIGNATURE _____

PARENT/GUARDIAN
SIGNATURE _____

■ White Copy to Parent

■ Yellow Copy to Home School

■ Pink Copy to Wilco Office

■ Goldenrod Copy to Instructor

Wilco Area Career Center 2025-2026

Student Academic Intervention

Student _____ Home School _____

Instructor _____ Program _____

#1) Reason _____ Date _____

Intervention: _____

OUTCOME: _____

Parent Called? YES ☐ NO ☐ Student Signature: _____

2) Reason _____ Date _____

Intervention: _____

OUTCOME: _____

Parent Called? YES ☐ NO ☐ Student Signature: _____

3) Reason _____ Date _____

Intervention: _____

OUTCOME: _____

Parent Called? YES ☐ NO ☐ Student Signature: _____

.....
4) Reason _____ Date _____

Intervention: _____

OUTCOME: _____

Parent Called? YES ☐ NO ☐ Student Signature: _____

.....
5) Reason _____ Date _____

Intervention: _____

OUTCOME: _____

Parent Called? YES ☐ NO ☐ Student Signature: _____

.....
6) Reason _____ Date _____

Intervention: _____

OUTCOME: _____

Parent Called? YES ☐ NO ☐ Student Signature: _____
.....

2025-2026 WILCO AREA CAREER CENTER

Culinary Arts I & II

STUDENT PROGRESS MONITORING SHEET

Please return by: _____

Student: _____

Teacher: _____

Home School: _____

Case Manager: _____

80% CLASSROOM GRADE: A B C D F	20% CLINICAL GRADE(Participation &Skills): A B C D F	100% COMPOSITE GRADE: A B C D F
--------------------------------------	--	---------------------------------------

Classroom (Theory)

Area	5	4	3	2	1
Completes Assignments	All Assignments Complete	Missing 1 Assignment	Missing 2-3 Assignments	Missing 4-5 Assignments	Missing Many Assignments
Assignment Quality	High quality Complete	Above expected standards	Meets expected standards	Below expected standards	Makes many careless errors
Classroom Attitude/ Peer-Interaction	Always positive and respectful	Usually positive and respectful	Generally Positive and Respectful	Usually negative/ disrespectful	Often Negative/ disrespectful
Attendance/ Tardies # _____ days absent	Always present and on time	Rarely absent or late	Occasionally absent or late	Absent often: Tardy often	Rarely on time or present
Preparedness	Always brings materials	Well prepared	Usually prepared	Occasionally prepared	Rarely prepared
Test Performance	Always succeeds	Above average	Average performance	Experiences difficulty	Poor Performance
Follows Wilco and class rules	Always Follows rules	Usually follows rules	Occasionally Follows rules	Rarely Follows rules	Never follows rules

Lab/Kitchen Skills and Abilities

Appearance & Professional Conduct	Always dressed in Chef attire and with professional conduct	Usually dressed in Chef attire and with professional conduct	Occasionally dressed in Chef attire and with professional conduct	Rarely dressed in complete chef attire and professional conduct	Never dressed in complete chef attire and with professional conduct
Practical Participation	Always completes side jobs, working until Chef dismissal	Usually completes side jobs, working until Chef dismissal	Occasionally completes side jobs, working until Chef dismissal	Rarely completes side jobs, working until Chef dismissal	Never works in a safe manner
Kitchen Safety	Always works in a safe manner	Usually works in a safe manner	Occasionally works in a safe manner	Rarely works in a safe manner	Never works in a safe manner
Peer interaction	Always works well in a team with great communication	Usually works well in a team with good communication	Occasionally works well with a team member with fair communication	Rarely works well with a team and with poor communication	Never works well with a team and no communication

Instructor Comments: Parent called YES ☐ NO ☐

Wilco Area Career Center "TEACHER INPUT" Form

Student _____ **Date** _____ **Return by** _____

Teachers: I am requesting your assistance to provide information on the form below regarding the above student. Please complete the following form and feel free to add additional information on another sheet if needed. The information will become part of our student's confidential IEP file. Thank you

Academic Strengths /Needs: include a brief statement)

Quality of work: _____

Noticed Improvements since start of the year: _____

Current Grade: _____

Social Skills Strengths/Needs: _____

Relationships with peers: _____

Relationships with teacher: _____

Study Habits/Independent Time Strengths/Needs: (Include brief Statements)

On task behavior: _____

Assignment Completion: _____

What is motivating to your student? _____

Teacher Signature _____

Please, list other questions or concerns you may have regarding the student:

DUAL CREDIT



500 WILCO BOULEVARD · ROMEOVILLE, IL 60446-9529 815-838-6941 FAX: 815-838-1163

Dr. Alicia Cook, Assistant Director/Principal

Dear Wilco Area Career Center Parent or Guardian,

Wilco Area Career Center is in partnership with Joliet Junior College (JJC), offering high school students the opportunity to take dual-credit and dual-enrollment college courses, where students can earn credit for both high school and college at a rate of \$12.00 per credit hour. Joliet Junior College will bill students to their Joliet Junior College email after course enrollment. If your child were to take this course at the college, the cost would be \$151.00 per credit hour. There are grants available if financial need is documented. Additionally, this is a choice, and any student choosing not to pursue JJC credit will not be dropped from Wilco enrollment; instead, they will continue at the career center to earn their high school credit.

To enroll in a college course and receive college credit, students must complete the Joliet Junior College Dual Credit Application (Scan QR Code) below prior to the first day of class on August 12, **2026**. By applying to Joliet Junior College, your student will receive their Joliet Junior College Student ID number within 24-48 hours after completing their application. After they apply, please look up their JJC ID number and have it for the first day of class. ALL students need to provide their JJC ID number to their Wilco instructor to be enrolled and eligible to receive dual credit.

Students enrolled in the Fire Science, EMS, Law Enforcement, and Veterinary Assistant programs should note that JJC Dual Credit courses require you to meet baseline scores from the SAT, PSAT, or ACT. If your counselor or Wilco determines you need additional placement testing, you will be required to take the Accuplacer placement exams. To schedule this exam, please follow the link provided by the QR code below.

Students will register for their specific course with their instructor at the beginning of the school year. As the final step in the registration process, an email will be sent to the parent or guardian's email address provided during the application, requesting confirmation of the student's participation and acknowledgment of the associated obligations. We look forward to providing these opportunities to your student, but please be aware the Dual Enrollment college classes are real college classes and therefore, students will receive a grade that will appear on their official Joliet Junior College transcript (and their high school transcript) and will count towards their financial aid eligibility should they decide to attend Joliet Junior College or any institution of higher education.

If you have any questions, please call Michelle Salman, Executive Assistant/HR at 815-838-6941 ext. 1004. Wilco Area Career Center is excited to welcome your student back in 2026-2027!

Dr. Alicia Cook

Dr. Alicia Cook
Assistant Director/Principal



Dual Credit Application



Accuplacer or ALEKS Testing



Alternate & Temporary Placement Measures: ACT, SAT, and PSAT Effective Fall 2023 Registration

Alternate Placement Measures: ACT, SAT, and PSAT Scores

Valid and qualifying ACT, SAT, and PSAT scores can be used for placement into college-level English and math courses. Students who meet any of the following ACT, SAT, or PSAT scores may not need to take a placement exam.

Measure	Score	Placement	Registration Term
ACT English	19+	English 101 or English 130	ALL ACT/SAT scores are valid for 48 months
SAT – EBRW	480+		
ACT Math	22+	Math 119*, 123*, 127, 128, 131*, or 138*	
SAT Math	530+		
ACT Math	23+	Math 142*	
SAT Math	590+		
ACT Math	28+	Math 170	
SAT Math	660+		
PSAT (10 or NMSQT/11) English	480+	English 101	ALL PSAT scores are valid for 24 months (PSAT 10 or NMSQT/11 only)
PSAT (10 or NMSQT/11) Math	510+	Math 127 and Math 128	
PSAT (10 or NMSQT/11) Math	530+	Math 123*, 131*, and 138*	
PSAT (10 or NMSQT/11) Math	590+	Math 142*	
PSAT (10 or NMSQT/11) Math	660+	Math 170	

*Requires geometry prerequisite

Temporary Alternate Placement Measures (as of April 10, 2023)

JJC employed temporary alternative measures to support the virtual enrollment experience. Students who meet any of the following placement measures may not need to take a placement exam. **Please Note:** These measures are fluid and may change to best meet student needs.

Measure	Score	Placement	Registration Term
ACT Math	22+	Meets JJC's Geometry Requirement (places out of Math 095)	Fall 2020 through Summer 2023 ACT/SAT scores are valid for 48 months
SAT Math	530+		
ACT Math	28+	Math 150 and 153	Fall 2020 through Summer 2024 ACT/SAT scores are valid for 48 months
SAT Math	660+		
PSAT Math (10 or NMSQT/11)	660+	Math 150 and 153	Fall 2023 through Summer 2024 PSAT scores are valid for 24 months (PSAT 10 or NMSQT/11 only)

- Please visit www.jjc.edu/placement for a list of the most up-to-date measures.
- For placement testing information email testingservices@jjc.edu or call 815-280-2261.
- Official ACT, SAT, and PSAT scores should all be submitted to the Joliet Junior College Admissions Office. For more information email admissions@jjc.edu or call 815-280-2493.
- JJC's geometry prerequisite can be met by taking the Accuplacer Geometry test, completing Math 095 with a C or higher, or submitting a HS transcript showing completion of two semesters of geometry with a C or higher.



Alternate Placement Measures: High School GPA and Transition Courses Effective Fall 2023 Registration

High School GPA (Effective September 1, 2021)

A valid and qualifying HS GPA can be used for placement into college-level English and math courses. Students who meet the following GPA criteria as documented on their official HS transcript may not need to take a placement exam.

Measure	Placement	Registration Term
High School GPA: 3.0 - Unweighted/Cumulative (Please read important information about using GPA below)	English 101	ALL HS GPA is valid for 48 months
	Math 119*, 123*, 127, 128, 131*, and 138*	

*Requires geometry prerequisite

Important Information about using high school GPA for English and math placement:

- Must provide an official transcript with 7 OR 8 consecutive complete semesters AND unweighted/cumulative GPA of 3.0 or higher AND successful completion (C or better) in English and/or math in all semesters.
- JJC will evaluate all official high school transcripts using the unweighted/cumulative GPA at the time of submission. GPA's will not be retroactively evaluated using past semesters.
- Only total unweighted/cumulative GPA will be accepted. Semester or Yearly GPA will not be accepted.
- High school transcripts must be sent to the Admissions Office. If you're in high school or are a recent graduate, ask your high school to email these records to admissions@jjc.edu or mail them to:

Attn: Admissions

1215 Houbolt Rd - Joliet, IL 60431

***HS GPA will be designated on the student's JJC record as: **GP**AE (English) / **GP**AM (Math) / **Meets** = 999 / **Does Not Meet** = 111

High School Transition English and Math Courses

JJC accepts the successful completion of High School Transitional courses for placement into college-level English and math courses. Students who have any of the following portability codes documented on their official high school transcript may not need to take a placement exam.

Measure	Score	Placement	Registration Term
Transition Math	STEM Pathway (portability code TM001)	Math 119, 123*, 127, 128, 131*, and 138	ALL Portability code must be noted on the official HS transcript.
Transition Math	QL& Stats Pathway (portability code TM002)	Math 119, 127, and 128	
Transition Math	Technical Math Pathway (portability code TM003)	Math 119	
Transition English	College-level English (portability code TE001) <i>Effective Fall 2023</i>	English 101 or English 130	Transitional courses are valid for: MTH – 18 months ENG – 36 months from date of graduation

*Requires geometry prerequisite

- Please visit www.jjc.edu/placement for a list of the most up-to-date measures.
- For placement testing information email testingservices@jjc.edu or call 815-280-2261.
- Official high school transcripts with documented HS GPA or Transition Courses information should all be submitted to JJC's Admissions Office. For more information email admissions@jjc.edu or call 815-280-2493.
- JJC's geometry prerequisite can be met by taking the Accuplacer Geometry test, completing Math 095 with a C or higher, or submitting a HS transcript showing completion of two semesters of geometry with a C or higher.

Program Dual Credit, Certifications, and Prerequisites

Course Title	Dual Credit Course Codes	Total Credits	Certifications May Include	Prerequisites / Guidance Notes
ACE: Architecture, Construction Mgmt	ACH100, CM100, EGR105, AEC106, AEC229, OPS111, SET100	JJC 12	OSHA 10-hour Construction Safety	Senior-only; 95% attendance; 2.5 GPA; good behavior; 'C' or higher in math. *Personal transportation required
AET: Applied Engineering Technology	MFG101, MFG111, MFG115	JJC 11	—	Senior-only; 95% attendance; 2.5 GPA; good behavior; solid math skills. *Personal transportation required
AIM: Advanced Integrated Maintenance	IMT101, IMT121, EEAS111, EEAS101	JJC 14	—	Senior-only; 95% attendance; 2.5 GPA; good behavior; solid math skills. *Personal transportation required
Auto Service I	AS101	JJC 3	OSHA 10-hour General Industry	Not available to Lockport students; 70% lab time; assignments/tests per chapter
Auto Service II	AS106	JJC 3	OSHA 10-hour General Industry	Completion of Auto Service I; Not available to Lockport students; 70% lab time
Aviation Mechanics	AVMT-10600, AVMT-11000	Lewis 8	—	Senior-only; 3.0 GPA; Algebra I & II 'C' or higher; Physics 'C' or higher; high motivation
Barbering	—	—	IL Dept. of Public Health Barbering License	Seniors (13-month) or Juniors (2-year); meet with school; complete paperwork. *Personal transportation required
Business/Finance Academy	ACCY101, ACCY102, ECON103, ECON104	JJC 14	—	Senior-only; 95% attendance; 3.0 GPA; good behavior; strong interest in business/accounting. *Personal transportation required
Business Logistics	SCM100, SCM110, SCM150, SCM160	JJC 11	Global Chain Management Certification	Juniors/Seniors; must start junior year to earn the certificate
Business Management	BUS111, BUS110, MGMT102, SCM130	JJC 12	Customer Service Certificate of Completion	May require JJC placement test or qualifying scores SAT/ACT/ACCUPLACER)
Certified Nursing Assistant	NA101 (JJC), SURGT1000 (COD)	JJC 6 COD 9	AHA Basic Life Support (BLS), IDPH State Certification	Junior/Senior; 80% average; physical, TB test, background check; emphasis on anatomy. *Personal transportation required to clinical

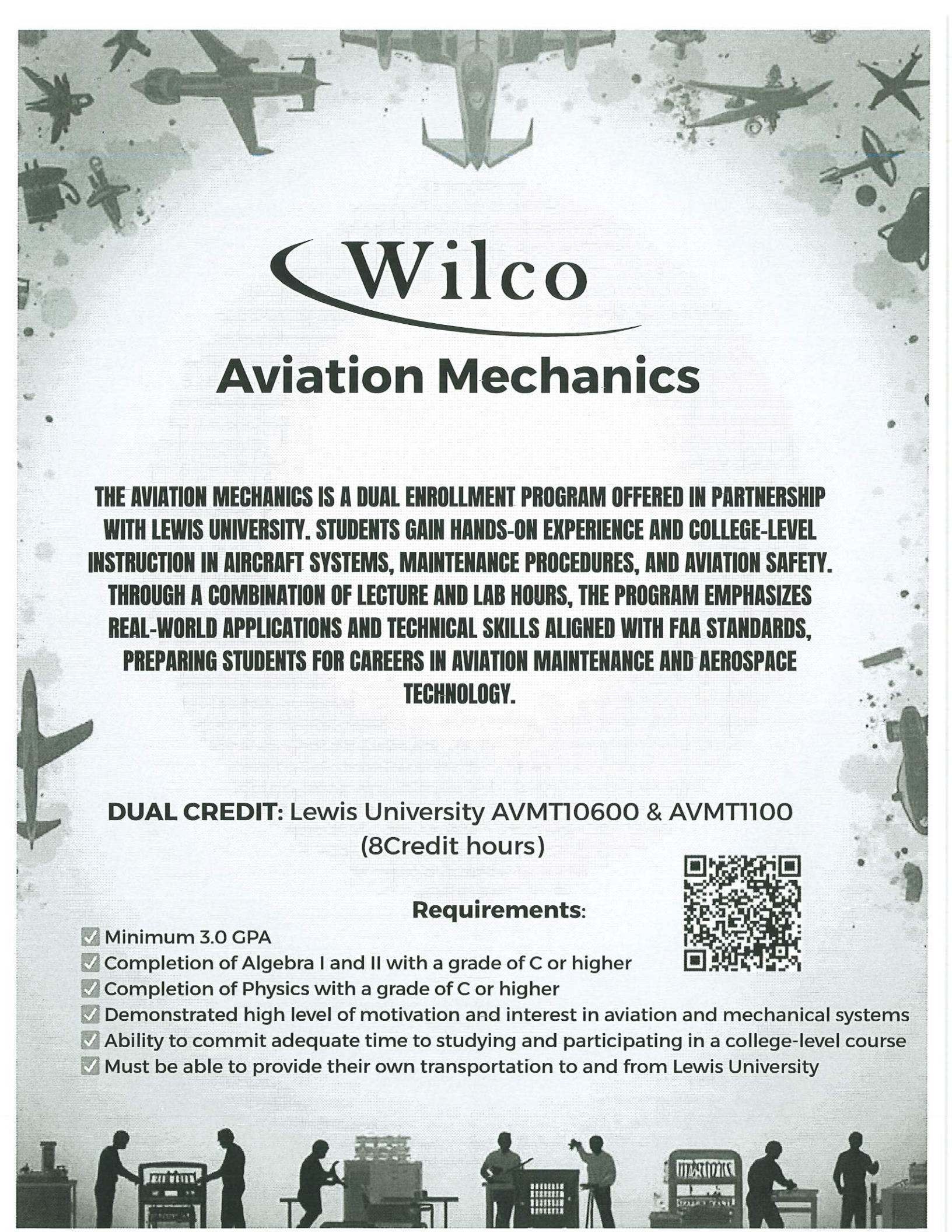
Program Dual Credit, Certifications, and Prerequisites

Course Title	Dual Credit Course Codes	Total Credits	Certifications May Include	Prerequisites / Guidance Notes
CNA (Accelerated)	NA101 (JJC), SURGT1000, CSPD1111 (COD)	JJC 6 COD 6	AHA Basic Life Support (BLS), IDPH State Certification	Senior-only; 80% average; physical, TB test, background check, drug screening, flu shot. *Personal transportation required to clinical
CCC: Cyber Security, Cisco, Cloud	CNT101, CNT102, CNT220, CIS125	JJC 12	CCNA, CCNA Security, CompTIA Cloud Essentials	Senior-only; 95% attendance; 2.5 GPA; good behavior; strong technical aptitude.*Personal transportation required
Computer Technology	CIS122, CIS145, CYBIT120	JJC 10	A+ Certification	Weekly assignments, projects, quizzes; heavy reading and lecture format
Construction	—	—	—	Recommended: 'C' or higher in Geometry
Cosmetology	—	—	IL Dept. of Public Health Cosmetology License	Must register early; meet with the school; complete paperwork; cost varies
Culinary Arts I	CA105, CA106	JJC 5	National Restaurant Association, ServeSafe Food Protection Manager, & ServSafe Allergen	60% of time in the lab, weekly assignments, and quizzes with an emphasis on Math at the Algebra level
Culinary Arts II	BUS110, HOSP118	JJC 6	—	60% of time in the lab, weekly assignments, and quizzes with an emphasis on Math at the Algebra level
Early Childhood Education I	CDEV201, CDEV137	JJC 6	—	60% of time in the lab with children, weekly assignments and quizzes
Early Childhood Education II	CDEV201, CDEV137	JJC 6	—	60% of time in the lab with children, weekly assignments and quizzes
Emergency Medical Technician (EMT)	Proficiency for EMS200, FIRE2271	Proficiency 10	—	Successful completion of Fire Science or Introduction to Health Professions with an 80%/B or better, or completed three years of science with a 'B' or better.
Fire Science	FSC101 EMS 101	JJC 7	—	May require a JJC Placement test ENG 098 and ENG 020, ACT 19 (English), SAT EBRW 460, or ACCUPLACER of 222 Writeplacer 0-3. 50% of the time in the lab. Emphasis on physical fitness, reading comprehension, and basic math

Program Dual Credit, Certifications, and Prerequisites

Course Title	Dual Credit Course Codes	Total Credits	Certifications May Include	Prerequisites / Guidance Notes
Hair Braiding	—	—	IDPH State Certification	Students must meet with the Hair Braiding school to sign a contract and complete all required paperwork prior to the course being added to their schedule. 80% of the time in the lab & weekly assignments/quizzes. *Personal transportation required
Health Occupations	<i>HLTHS1100, HLTHS1110</i>	COD 5	American Heart Association BLS Provider Certification	
Heavy Equipment Technology	—	—	OSHA 10-hour Certification, American Heart Association HealthCare Provider CPR, Snap-On Torque Certification	Senior-only program. Must complete full application and provide necessary paperwork. Documentation of a 95% attendance rate and a 2.5 GPA
Law Enforcement/Public Safety	<i>LENF101, LENF103 (JJC) CRIMJ1145 (COD)</i>	JJC 6 COD 3	—	Prerequisite- May require a JJC Placement test ENG 098 and ENG 020, SAT EBRW 460, ACT 19 (English), or ACCUPLACER of 222 Writeplacer 0-3
Medical Assisting	<i>MA102 (JJC) SURGT1000 (COD)</i>	JJC 4 COD 3	American Heart Association BLS Provider Certification	
Nail Technology	—	—	IL Dept. of Public Health Nail Technology License	Must register with cosmetology school; complete paperwork; costs vary. *Personal transportation required
Veterinary Assistant I	<i>AGR119, VET 100(5)</i>	JJC 5	Fear Free Certification	—
Veterinary Assistant II	<i>VT101, AGR1299</i>	JJC 5		To be eligible for the externship/clinical experience, students must maintain an 80% or higher grade
Welding Technology I	<i>WLDG 101, WLDG 110</i>	JJC 6	OSHA 10-hour General Industry	70% of the time in the lab & weekly assignments/quizzes
Welding Technology II	<i>WLDG120</i>	JJC 3		

ADDITIONAL INFORMATION



Wilco

Aviation Mechanics

THE AVIATION MECHANICS IS A DUAL ENROLLMENT PROGRAM OFFERED IN PARTNERSHIP WITH LEWIS UNIVERSITY. STUDENTS GAIN HANDS-ON EXPERIENCE AND COLLEGE-LEVEL INSTRUCTION IN AIRCRAFT SYSTEMS, MAINTENANCE PROCEDURES, AND AVIATION SAFETY. THROUGH A COMBINATION OF LECTURE AND LAB HOURS, THE PROGRAM EMPHASIZES REAL-WORLD APPLICATIONS AND TECHNICAL SKILLS ALIGNED WITH FAA STANDARDS, PREPARING STUDENTS FOR CAREERS IN AVIATION MAINTENANCE AND AEROSPACE TECHNOLOGY.

DUAL CREDIT: Lewis University AVMT10600 & AVMT1100
(8Credit hours)

Requirements:

- ✓ Minimum 3.0 GPA
- ✓ Completion of Algebra I and II with a grade of C or higher
- ✓ Completion of Physics with a grade of C or higher
- ✓ Demonstrated high level of motivation and interest in aviation and mechanical systems
- ✓ Ability to commit adequate time to studying and participating in a college-level course
- ✓ Must be able to provide their own transportation to and from Lewis University





Every student needs a skill

JJC Dual Enrollment

BUSINESS/FINANCE ACADEMY



THE BUSINESS FINANCE ACADEMY IS A DUAL ENROLLMENT PROGRAM PROVIDING STUDENTS WITH COLLEGE-LEVEL INSTRUCTION IN FINANCIAL AND MANAGERIAL ACCOUNTING, AS WELL AS MACRO- AND MICROECONOMICS. EMPHASIZING REAL-WORLD APPLICATIONS AND COMPUTER-BASED TOOLS, THE ACADEMY PREPARES STUDENTS FOR FUTURE STUDIES AND CAREERS IN FINANCE, BUSINESS, AND ECONOMICS

- ✓ ACCY 101 – Accounting I (4 credit hours)
- ✓ ACCY 102 – Accounting II (4 credit hours)
- ✓ ECON 103 – Principles of Economics I (3 credit hours)
- ✓ ECON 104 – Principles of Economics II (3 credit hours)

Senior-only program. Recommended for students with a strong interest in business and accounting. Documentation of a 95% attendance rate, a 3.0 GPA, and a record of good behavior.

Students are required to provide their own transportation to and from
JJC Main Campus, Joliet, IL.



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