

Great Oaks Adult Career Training Program
Heating, Ventilation, and Air Conditioning (HVAC)
Question and Answer

Who should take this course?

This program is for any adult learner who has a high school diploma or High School Equivalency and passes the entrance test. Successful students like working with their hands, are detail oriented, and enjoy interacting with equipment and tools.

Will this class require that I learn from a book or is it hands-on?

- The instructor of this course understands that many students who participate in career technical education (CTE) learn by “doing” rather than by seeing or hearing. With that in mind the 60%-70% of the class is spent on hands-on learning.
- Safety, theory, academics and certification study does require classroom/book learning.

Does this class have homework assignments?

- This course does not require a student to complete homework assignments. However, in general the more time a student spends outside of class on the coursework, the more competent he or she will become
- If remote learning becomes necessary due to state or federally mandated “stay at home orders” you will be required to complete assignments from home in lieu of coming to campus.

What will I learn?

Basic electrical training.

- Service, maintenance, and troubleshooting of:
 - Gas furnaces
 - Oil furnaces
 - Electric furnaces
 - Hot water boilers
 - Steam boilers
 - Heat pumps
 - Air conditioners
 - Refrigeration
 - Humidifiers
 - Electronic air cleaners
 - UV light systems.
- Basic duct fabrication and proper sizing.
- Pipe assembly
 - Copper
 - Plastic
 - Steel
- Load calculations
- Plus, so much more.

What certifications will I get while taking this course?

- US EPA section 608 certification- Training provided to obtain Universal certification.
- Occupational Safety and Health Administration (OSHA) outreach- 10 hour construction safety awareness
- Cardio-pulmonary-resuscitation and Automatic Electronic defibrillator
- Aerial Lift- Elevated Platform lift and Articulating boom lift
- Air Conditioning and Refrigeration Institute- Training provided to obtain the residential 'Industry Competency Exam (ICE)'

What attributes makes the ideal HVAC employee or student?

- Well dressed and well spoken.
- Short hair with well-groomed
- Superior customer service skills with the ability to sell items.
- Mechanically inclined and hard-working.
- Excellent dexterity.
- Strong back and good knees.
- Ability to lift 75+lbs.
- Ability to climb ladders without a fear of heights.
- Ability to work in extreme conditions of high and low temperatures and humidity.
- Free of allergies.
- Heightened vision, hearing, touch, and sense of smell.
- Honest, trustworthy, and highly self-motivated.
- Ability to work independently, and in small groups.
- Excellent attitude and ability to deal with uncomfortable and irate customers.
- Ability to communicate with a highly regionally and culturally diverse population.
- Ability to take and give direction.
- Ability to perform long sequential orders of operation.

Will Great Oaks help me get a Job?

- Great Oaks associates will assist with job placement. This means that as employers come to Great Oaks looking for potential employees, we will match the student that best fits the requirements of the employer.
- Great Oaks personnel will assist in resume preparation and serve as references upon request.
- Great Oaks does not guarantee employment as a result of completion of a course.
- A student must prove to an instructor that they are competent to do the work that is expected of them before a recommendation for employment is made.

Will I need additional education before I seek a position

Many students will secure a position even before they graduate the program.

Will I be able to start my own HVAC company in the state of Ohio after completion of this program?

While it is not recommended, as long as a student meets local, state, and federal requirements, a student may start a residential HVAC company. Commercial and Industrial companies would require a minimum of 5 years of work experience and completion of Ohio State Contractor's Licensure Process.

Can I do commercial HVAC work in Ohio without having a contractor's license?

As long as a student works for a licensed contractor a student may do commercial work.

How much income can I expect to make after I complete the course?

Most students can expect their starting salary to be between \$14 and \$16 per hour. After a probationary period, typically income will increase.

Will I need to purchase books, tools or supplies for this course?

There is a book/tool package that is required for this course. You may request to see a copy of the book and tool list prior to enrolling. Most will consider this as part of the normal tuition.

A supply fee is included in the tuition for the course

Paper, pens/pencils, notebook/binder will be required and are your responsibility to purchase

Uniforms may be provided for this class. The uniform consists of "golf type" tee shirt embroidered with the Great Oaks Logo.

You will be provided with a solar calculator for use while in class.

May I receive a refund if I voluntarily or involuntarily withdraw from the class?

A 100% refund will be granted if your withdrawal from the course occurs within the first three days of the class.

After the first three days the amount of money you owe will be dependent on how much of the course you have completed. NOTE: The supply fee is non-refundable!

Refunds will not be offered on book and tool packages once you have taken possession.

What are some common barriers to employment in the HVAC field?

- A driving record with more than 4 points, reckless operation or DUI/DWI, or any offence that labels a person "high risk" for automobile insurance. Revoked or suspended driver's license.
- Recent criminal history including all felonies and even some misdemeanors particularly those involving illegal drug possession/use, theft or violence.
- Recreational or medical Marijuana use and all other forms of illegal drug use/abuse.
- Tobacco/Nicotine use may be prohibited at some companies.
- Tattoos that cannot be covered with normal clothing. Ex. tattoos on hands, face, neck or head.
- Body jewelry such as ear, lip, nose, eyebrow gauges and excessive piercings.

Will the COVID-19 Pandemic affect my education?

- Great Oaks follows all state and federal regulations. Some regulations such as “stay at home” orders may impact hands-on instruction.
- Great Oaks will do their best to provide remote instruction as a substitution for Hands-on instruction in the event of “stay at home” orders and school closures.
- Face mask and social distancing protocols may be in place on campus and inside of campus buildings.
- If exposed to an infected person, quarantine protocols may require that you not come to campus.
- A negative COVID-19 test may minimize your time spent away from campus.
- See Great Oaks COVID-19 response documents for additional details.