Frequently Asked Questions

General

Q – What are the hours at SOTC?
A – SOTC is open from 8:00 a.m. through 8:00 p.m. most days of the week Monday through Thursday and Friday 8:00 a.m. to 4:00 p.m. Full time instructors and staff may leave campus after 4:00 pm. On occasion there are no Adult and Career Development (ACD) classes in the evening the campus will close at 4:00 p.m. SOTC will be closed on Holidays and most days where it says, “high school programs closed” on the school calendar located on the front page of our website. Saturday classes are available the 1st and 3rd Saturday of every month.

Q - Where are you located? MAP
A - SOTC is located at 2610 Sam Noble Parkway in Ardmore, Oklahoma. From the interstate, take exit #33 and head east on Veterans Boulevard. Continue past the Ardmore High School and the Valero plant until the road curves and then travel south. At the stop light of Sam Noble Parkway go east again. Drive one mile and SOTC is located on the south side of the road with a large digital sign out front. The first entrance goes to the Seminar Center and the second entrance will route you to Stone Hall’s reception desk.

Q – How much is tuition? TUITION COST
A – Tuition for Adult and Career Development (ACD) and Business and Industry Services (BIS) classes vary from class to class.

Full time program costs are free if you are a high school student in our sending school district. There is a $25 enrollment fee and some career pathways do require “uniforms or supplies” which may be an additional cost. The health enrollment fee is $45. The additional $20 covers the student’s liability insurance, CPR card and First Aid card.

Adult’s tuition rates are listed below.

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<thead>
<tr>
<th>In-District Tuition</th>
<th>Out-of-District Tuition</th>
<th>Out-of State Tuition</th>
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<td>$2 per clock hour</td>
<td>$4 per clock hour</td>
<td>$8 per clock hour</td>
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Q – How long will it take to finish and complete certification in your programs?
A – Each program is filled with career major options and they all vary on the amount of time it takes to complete. Please look at the Pathways and Career Majors to see how many hours it takes to complete each Career Major.

Q - Do you have any job openings in full-time, adjunct, or part time employment?
A - Look at the orange tab at the top of the home page that says “employment” for position openings.
Q: If my name is placed on the waiting list, how likely is it that I will get accepted into SOTC?
A: It depends on the class, but the waiting list is utilized to fill vacancies in programs. Should an opening become available, students will be contacted.

Q: I really want to come to SOTC but I really don’t know what I want to do as a career so what should I enroll in?
A: We have counselors and student service staff that are ready to assist you with interest assessments and test interpretations to support you in your search for meaningful training that gets you prepared for the competitive job market. Call 223-2070 and ask to speak to a counselor or CLICK HERE to go to the directions for the interest assessment.

Q: How do I get into SOTC?
A: For high school students the first step is to talk to your high school counselor and then, as early as your freshman year begin your Plan of Study for your high school course work including SOTC your junior and senior year. CLICK HERE for the enrollment link.
For home schooled students the application is the same as for high school students.
For adult students you will begin by taking the assessment test and then visit with our adult counselor to see what options are available. CLICK HERE for adult admissions.

Q: When is the best time to apply for admission for full time programs?
A: Applications need to be turned in by March or April to be considered for the August class. Applications are accepted year round but to increase the likelihood of being accepted and not placed on the waiting list, a March or April deadline is better for you. To be considered at the semester for January classes your application deadline should be submitted by November. There are many times throughout the school year that we have students complete a program early because they just had a few hours to finish or even a student might move. If we have your application on file and all of your paperwork completed, it will be easier to place you directly into the program of your choice.
PN students should know that openings occur 2 times per year, currently February, August. Deadlines vary per start date. CLICK HERE - PN part of the website for more information.

Q: Do you offer GED Classes?
A: The daytime classes called the PASS program are for students between 16 – 19 years old. CLICK HERE for information. As of August 2013, the GED can be taken on the SOTC campus. CLICK HERE for GED Testing information. We do not administer the GED, but if you are ready to take the GED- CLICK HERE for registration and testing information.

Q: Where do I enroll for adult and career development classes?
A: Enrollment is completed through Adult Career Development or ACD. Enrollment can be completed online, by phone or in person. CLICK HERE to enroll.
Q - What is the cost for each ACD class?
A - Each class is a different price because the times vary as well as the length of the class. Books and all supplies are included in the cost of tuition.

Q - What is the difference between full time or ACD classes?
A - Full time classes are offered during the day from either 8:15-11:15 or 12:30 to 3:30. These classes are accredited by the State Department of Career and Technology Education and students can receive financial aid and/or receive college credit. Adult and Career Development (ACD) classes are usually in the evening or on Saturdays. Many of these classes are classified as special interest classes for those choosing to increase their knowledge in a particular subject area or interest. These classes are not eligible for financial aid or college credit.

Q - Do SOTC busses pick up students at partner schools if the partner school is closed that day but SOTC is open?
A - SOTC busses are scheduled to run every day SOTC is in session regardless of the sending school schedule. (Listen to local radio and TV stations for weather closings or check our website or Facebook page)

Q – Can adult students ride the SOTC bus as a means of transportation to and from school?
A - Permission may be granted in cases of special circumstances. Please visit the Student Services and Site Directors for more information.

Q – Do your programs offer live work for patrons that live in the district?
A - Some programs offer live work at a discounted price. Each instructor must be contacted directly for appointments and prices. Live work is done at a reduced cost and work is performed by students so a liability release will have to be signed before work can occur. Instructors also choose to work on things that coincide with the instructional unit they are teaching. The project may be put on hold until the instructor reaches the relative point within the curriculum.

Q - Can I get a student loan to attend SOTC?
A – Yes you can attain a student loan from a lending entity but SOTC does not currently participate in any government loan programs, only federal grant programs. Visit our financial aid office for more information or go to www.fafsa.gov in order to apply for financial aid.

Q - Will I qualify for enough financial aid to pay for living expenses while I attend school?
A - Cost of attendance, financial aid and living expenses while attending school can vary with each student’s individual circumstances.

Cost of attendance includes tuition, books, transportation, room and board and some miscellaneous expenses.
Financial aid can include Federal, State, and local grants and scholarships, and awards from outside agencies such as the military or a tribal agency.

And finally, living expenses will depend on whether, for instance, the student is single and living at home with parents or married and raising a family.

Cost of attendance does not include additional living expenses other than what is required for the student to attend school, and, some financial aid may be designated specifically for tuition and books only. Therefore a student may need another source of income to supplement any additional living expenses.

Students at SOTC usually receive some form of financial aid to help cover their school expenses with any remaining funds being returned to the student to help with living expenses.

There are many tools and resources available to help a student estimate and plan for these factors. Visit studentaid.gov or SOTC’s website for more information or contact SOTC’s Financial Aid office.

Q - Can I receive financial aid for a short-term (ACD) class offered in the evening?
A - No, financial aid is only available for long-term (full-time) programs.

Health

Q- Do you have an evening or online Medical Assisting Program for adults? Check with LESLIE as we now have a daytime program.
A – Long-Term Care/Certified Nurse Aide along with many other health associated classes are offered in the evening. Satisfactory completion of some of these types of classes can help with admittance to Practical Nursing and the Health Academy.

Q - What certifications can I receive after taking the Medical Assisting class and are they recognized by other states?
A - Registered Medical Assistant and Registered Phlebotomist from the American Association of Medical Personnel can be received after passing the exam. Both are recognized by all 50 states.

Q - Question: I need to renew my Certification for Nurse Aide for Long Term Care and/or Home Health. What do I need to do?
A - 1. Go to www.health.state.ok.us
2. Click on A-Z Health Index
3. Pick the Letter “N”
4. Pick “Nurse Aide Registry Applications and Form”
5. Pick Recertification Application For Nurse Aide and Print Form (Be sure and read the instructions. If nurse aide certification has been expired over two(2) years OR you have not worked eight 8 hours of nursing/health related services for pay before your certification expired,
or if you only worked private duty, you will need to call Registry staff at 1-800-695-2157 or 405-271-4085. If you have worked be sure to send the verification they request with the 2 forms you have to fill out.

Q - I lost my health certification card. What do I need to do? (This answer is for name change, lost card, or stolen card.)
A -
1. Go to www.health.state.ok.us
2. Click on A-Z Health Index
3. Pick the Letter “N”
4. Pick “Nurse Aide Registry Applications and Form”
5. Pick “Duplicate or Amended Nurse Aide Card” ODH Form 738 and Print Form
6. Follow instructions

Q - I need to know my health certifications and when they expire for Certified Nurse Aide or Home Health Aide. In other words I need to check on my certification status. Where can I get this information?
A -
1. Go to http://nar.health.ok.gov and enter first and last name and it will tell you their status
   Or
2. Call 1-800 695-2157 or 405-271-4085 (press #2 and enter your social security number)

Dental Hygiene

Q - How do I get an information packet about the Dental Hygiene (DH) program?
A - All program information is listed on the website, which is www.ouhsc.edu. Under the College of Dentistry link the admissions process, required prerequisites, tuition, and additional requirements can be found.
   CLICK HERE

Q - How do I become a Dental Hygiene (DH) patient?
A - Call 223-2070, ext 8241 to schedule a screening appointment. This appointment is free of charge and takes approximately 20 minutes. The purpose of the screening is to determine the type of cleaning so we may schedule accordingly. Services are performed on a first-come, first-serve basis.

Q - Do you place fillings in your Dental Hygiene (DH) program?
A - The SOTC DH clinic provides dental hygiene services only, including routine cleanings, periodontal (gum disease) treatments, x-rays, fluoride treatments, sealants, whitening, individualized oral hygiene instructions, and nutrition counseling. The clinic DOES NOT provide extractions or any restorative needs such as fillings, crowns, root canals, etc.
Q - Do you provide whitening treatments in Dental Hygiene (DH)?
A - The clinic provides both trays and in-office whitening procedures. However, it can be difficult to schedule this particular service as the students have a very limited requirement for this treatment. If the students have a cancellation or have completed other requirements, they may then schedule whitening appointments.

Architecture and Construction/Manufacturing

Q - What does CAD stand for?
A - Computer Aided Drafting

Q - What is CAD?
A - Using computers to design visual documents (blue prints) in order for the object/building to be built.

Q - With the economy the way it is, can I get a job after I take the CAD program?
A - Civil Engineering is at a high right now with the plans the current President has to improve the nation’s highways and interstates.

Computers

Q - Does SOTC offer computer tech courses or any courses like that?
A - SOTC offers a variety of computer skills training majors. Look at the home page under full time career majors and then choose either Information Technology Cluster or Business Management and Administration for offerings. Catalogs/brochures may be picked up at SOTC if you do not have internet access.

Cosmetology

Q-How do I get into the Cosmetology class?

Q-Can I do just a portion of Cosmetology and not all?
A-Yes, if there is an opening and you would like to enroll in a separate career major, such as esthetician for example, only 600 hours would be required.

Q-Can I transfer my hours from another school?
A-Yes, contact the state board of Cosmetology to get a print out of your hours then contact one of our Cosmetology instructors for further steps and approval at 223-2070.