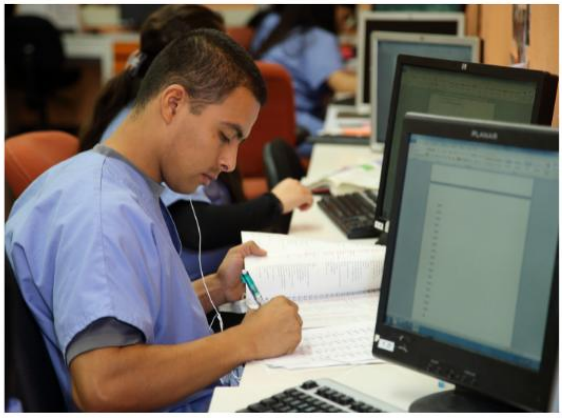
STUDENT CATALOG ADDENDA 2025 - 2026

2025-2026
TABLE OF CONTENTS

- Center Information
- Mission Statement
- Facility Description
- Program Information
- Faculty Description
- Program Bibliographies
- Standard Occupational Classification (SOC) Codes







Center for Employment Training – San Diego Campus
4153 Market Street, Suite C ♦ San Diego, CA 92102
Tel: (619) 527-4895 ♦ Fax: (619) 527-8271
WEBSITE: www.cetweb.edu

ACADEMIC YEAR: July 1, 2025 – June 30, 2026

CENTER FOR EMPLOYMENT TRAINING

San Diego Campus
4153 Market Street ♦ San Diego, CA 92102
Tel: (619) 527-4895 ♦ Fax: (619) 527-8271 ♦ Website: www.cetweb.edu

OFFICE HOURS
Monday through Thursday: 8:00 a.m. – 6:00 p.m.
Friday: 8:00 a.m. – 5:00 p.m.

CENTER DIRECTOR: Daniel Morales

MISSION STATEMENT

The Mission of CET, an economic and community development corporation is to promote human development and education by providing people with marketable skill training and supportive services, which contribute to self-sufficiency.

FACILITY DESCRIPTION

The Center for Employment Training San Diego Campus is located in a residential area off the 15 and 805 freeways, with a bus stop conveniently located in front of our parking lot. The center is 40,000 square feet and houses four skill classrooms, administrative offices, restrooms, lunchroom, and front lobby. This Center currently offers five programs: Electrician (Residential & General), Green Building Construction Skills, HVAC Technician & Green Technology, Medical Assistant, Welding Fabrication. The Career Center offers job search assistance and supportive services to the surrounding communities. All areas of the CET San Diego Center—including classrooms, labs, offices, and parking facilities—are fully accessible to individuals with mobility impairments, in compliance with ADA standards.

PROGRAM INFORMATION

Program Name	Class Code	Clock Hours	Weeks	Total Charges
Electrician (Residential & General)	ELEC30, ELECN25	900	30, 36	$16,375

Program Tuition: The published tuition for this program are the "Total Charges." No additional tuition will be assessed for those who graduate within 100% of actual hours and 150% of the scheduled program hours.

Program Objectives

This program will prepare students to perform the duties and responsibilities required by entry-level positions in the residential and light commercial electrical field. Students will learn to plan, layout, install, repair, and maintain electrical equipment that provides light, heat, communications, and power. Students will learn to read and follow blueprints and specifications to install electrical wires, cables, and conduit systems. All students will develop mechanical ability and a thorough know-ledge of the principles of electricity, circuitry, and power distribution within a building, and will gain familiarity with the materials and techniques of construction. Students will become acquainted with local building and national electrical codes (NEC) and solar photovoltaic installation and will demonstrate proficiency in customer service, internet use, and job search skills. Upon enrollment, students become eligible to register with the California DLSE to receive an Electrician Trainee card.

Methods of Instruction

This program will be taught through a combination of lectures, hands-on classroom/shop/lab projects, small group, and individual projects.

Methods of Evaluation

Students will be evaluated using a variety of traditional methods including, but not limited to, performance evaluations. CET does not allow the use of notes, open book, open computer or laptop, and cell phones while testing, unless otherwise authorized by the CET Education Department following industry standards.

Scoring Criteria

Students will be required to pass each competency evaluation with a minimum passing score of 70%.

Graduation Requirements

To be eligible for a CET Graduation Certificate, students must complete 100% of the actual program hours and must complete all program competencies within 100% of actual hours and 150% of the scheduled program hours.

Instructional Materials and Uniforms

The cost of required program books and/or e-book subscription is included in the tuition. In some programs, students may receive a uniform item and protective equipment. Students may purchase additional CET uniform items.

Through utilization of bulk purchasing practices, non-profit pricing opportunities, and the customization of textbooks/e-books, CET is able to provide books and/or e-book subscriptions to students at below competitive market rates. Prices are subject to change without notice.

Program Competencies		Hours
1.	Basic Safety	10
2.	Electrical Math	60
3.	Residential I	85
4.	Residential II: Wiring & Installation Methods	90
5.	Commercial I	150
6.	Commercial II	150
7.	Specialty Systems	150
8.	Basic Photovoltaics	150
9.	Customer Service Skills	10
10.	Basic Computer Skills	20
11.	Job Preparedness	25
Total Hours of Instruction		900

All programs are open enrollment; competency completion varies among students.

Note: *Students who receive federal financial aid may have the right to opt out of having CET provide books and uniforms, and choose to purchase these items on their own. This cost will be deducted from the published program tuition; students opting out must do so at*

enrollment or prior to the end of the 10-day cancellation period.
Students may not opt out of purchasing books/e-books that have been customized for CET training programs, the toolkit, and PPE, which has been approved to meet industry health and safety standards. Students will be required to sign a statement of receipt for issued items. For more information, see the Student Catalog.

Toolkit

In this program, students become eligible to receive a toolkit during the third week of enrollment in the program. It will be delivered to the student during regular program hours. Once issued, the toolkit becomes property of the student; the student is responsible for replacement of lost, stolen, or damaged items.

Instructional Equipment

Students will access and utilize a variety of hand/power tools, electrical machinery, equipment, and materials for training daily. Such equipment includes, but not limited to: power drills, band saws, cordless Sawzall, ladders, and EMT benders, irradiance meters, solar cell classroom sets and associated components, solar water pumps, solar fountain kits, and associated components. A broad assortment of cabling, electrical boxes, hardware, connectors, staples, and hand tools are also available for use by students. Students will access a computer lab equipped with Windows 10 and MS Office 2016, networked printer, and internet access.

Program Schedule

Schedule for ELEC30: M - F, 8:00 am – 3:00 pm
Schedule for ELECN25: M – F, 4:00 pm – 9:30 pm

Program Name	Class Code	Clock Hours	Weeks	Total Charges
Green Building Construction Skills	GBC30, GBCN25	900	30, 36	$15,249

Program Tuition: The published tuition for this program are the "Total Charges." No additional tuition will be assessed for those who graduate within 100% of actual hours and 150% of the scheduled program hours.

Program Objectives

This program will prepare students to perform the duties and responsibilities required by entry level positions in the building maintenance and the solar energy systems fields, such as plumbing helper-installer, carpenter (construction) helper, electrician helper, plumber helper, and solar energy systems installer. Students will learn construction related math, OSHA-based safety standards, carpentry, electrical skills, plumbing, exterior and interior finish, and basic photovoltaics (PV). Students will also learn fundamentals of energy, energy transfer, energy systems within a home, the "home as a system" concept, what factors impact comfort and efficiency, and how to conduct an energy survey. Additionally, students will demonstrate proficiency in customer service, the use of the internet, and job search skills. Upon completion, students will have the option to take the ESCO's Green Awareness exam.

Methods of Instruction

This program will be taught through a combination of lectures, hands-on classroom/shop/lab projects, small group, and individual projects.

Methods of Evaluation

Students will be evaluated using a variety of traditional methods including, but not limited to, performance evaluations. CET does not allow the use of notes, open book, open computer/laptop, and cell phones while testing, unless otherwise authorized by the CET Education Department following industry standards.

Instructional Materials and Uniforms

The cost of required program books and/or e-book subscription is included in the tuition. In some programs, students may receive a uniform item and protective equipment. Students may purchase additional CET uniform items.

Through utilization of bulk purchasing practices, non-profit pricing opportunities, and the customization of textbooks/e-books, CET is able to provide books and/or e-book subscriptions to students at below competitive market rates. Prices are subject to change without notice.

Scoring Criteria

Students will be required to pass each competency evaluation with a minimum passing score of 70%.

Program Competencies		Hours
1.	Introduction to Carpentry	70
2.	Construction Math	90
3.	Rough Carpentry	90
4.	Electrical Skills I	90
5.	Electrical Skills II	120
6.	Plumbing Skills I	60
7.	Plumbing Skills II	90
8.	Exterior & Interior Finish	90
9.	Basic Photovoltaics	150
10.	Job Preparedness	20
11.	Customer Service Skills	10
12.	Basic Computer Skills	20
Total Hours of Instruction		900

All programs are open enrollment; competency completion varies among students.

***Note**: Students who receive federal financial aid may have the right to opt out of having CET provide books and uniforms, and choose to purchase these items on their own. This cost will be deducted from the published program tuition; students opting out must do so at enrollment or prior to the end of the 10-day cancellation period.*

Students may not opt out of purchasing books that have been customized for CET training programs and PPE, which has been approved to meet industry health and safety standards. Students will be required to sign a statement of receipt for issued items. For more information, see the Student Catalog.

Instructional Equipment

Students in this program will have access to a variety of carpentry, electrical, plumbing, and solar equipment, hand/power tools, and materials daily for training. Such tools and equipment include, but are not limited to: irradiance meters, solar pathfinders, solar cell class set and associated components, propane torches, pipe cutters, conduit benders, Rotto and framing hammers, compressors, tile saws, jig saws, hand compound and table saws, hoppers, nail

guns, cordless, power and right angle drills, Pex crimpers, speed squares, tape measures, a grinder, tape measures, chaulk boxes, and spray rig.

Graduation Requirements

To be eligible for a Graduation Certificate students must complete 100% of the actual program hours and must complete all program competencies within 100% and 150% of the scheduled program hours.

Program Schedule

Schedule for GBC30: M – F, 8:00 am – 3:00 pm
Schedule for GBCN25 M – F, 4:00 pm – 9:30 pm

Program Name	Class Code	Clock Hours	Weeks	Total Charges
HVAC Technician & Green Technology	HVGTN25	900	36	$15,500

Program Tuition: The published tuition for this program are the "Total Charges." No additional tuition will be assessed for those who graduate within 100% of actual hours and 150% of the scheduled program hours.

Program Objectives

This program will prepare students to perform the duties and responsibilities required by entry level positions in the HVAC field, such as, HVAC and refrigeration mechanic, installer, and maintenance technician, AC Unit Tech, and heating and air conditioning installer. Students will learn safety, hand tools, basic electricity, equipment, and plumbing related to HVAC maintenance and repair. They will learn fundamental concepts of refrigeration, air distribution systems, silver brazing, soldering, and tubing practices, as well as refrigeration recovery. Students will demonstrate proficiency in customer service, the use of the internet, and job search skills.

Industry Certifications

Upon completion of this program, students will be prepared to take certification exams in EPA 410A and 608 Universal and ESCO's Green Awareness exam, and applicable HVAC Excellence Employment Ready Certifications.

Methods of Instruction

This program is offered as a Traditional on-campus program and will be taught through a combination of lectures, hands-on classroom/shop/lab projects, small group, and individual projects.

Methods of Evaluation

Students will be evaluated using a variety of traditional methods including, but not limited to, performance evaluations. CET does not allow the use of notes, open book, open computer/laptop, and cell phones while testing, unless authorized by the CET Education Department following industry standards.

Scoring Criteria

Students will be required to pass each competency evaluation with a minimum passing score of 70%.

Graduation Requirements

To be eligible for a CET Graduation Certificate, students must complete 100% of the actual program hours and must complete all program competencies within 100% of actual hours and 150% of the scheduled program hours.

Industry Requirement

Due to the nature of the HVAC field, a valid driver's license is often a requirement for employment. Students are advised to obtain one prior to completing the program.

Instructional Materials and Uniforms

The cost of required program books and/or e-book subscription is included in the tuition. In some programs, students may receive a uniform item and protective equipment. Students may purchase additional CET uniform items. Through utilization of bulk purchasing practices, non-profit pricing opportunities, and the customization of textbooks/e-books, CET is able to provide books and/or e-book subscriptions to students at below competitive market rates. Prices are subject to change without notice.

Program Competencies		Hours
1.	Orientation to HVAC, Safety & Tools	30
2.	Trade Math	60
3.	Electricity	150
4.	Air Conditioning Fundamentals	150
5.	Heating Equipment	120
6.	Heat Pumps	60
7.	Brazing and Soldering	60
8.	Air Distribution Systems	120
9.	Green Technology	60
10.	Basic Computer Skills	30
11.	Customer Service Skills	30
12.	Job Preparedness	30
Total Hours of Instruction		900
All programs are open enrollment; competency completion varies among students.		

***Note**: Students who receive federal financial aid may have the right to opt out of having CET provide books and uniforms, and choose to purchase these items on their own. This cost will be deducted from the published program tuition; students opting out must do so at enrollment or prior to the end of the 10-day cancellation period.*

Students may not opt out of purchasing books/e-books that have been customized for CET training programs and PPE, which has been approved to meet industry health and safety standards. Students will be required to sign a statement of receipt for issued items. For more information, see the Student Catalog.

Instructional Equipment

Students will have access to a variety of materials, tools, and equipment on a daily basis, including, but not limited to: gauges, scales, meters, testers, detectors, manifold gauge sets, manifolds, leak detectors, crimpers, seamers, hand notchers, snips, tube benders, riveters, refrigerant recovery machinery, Bacharach Portable Gas Leak Detector, Fyrite Tech Analyzers, Wizard Stick Air Leak Indicator, and an assortment of hand tools, tool sets, and accessories used in the technical aspect of this trade.

Program Schedule

Schedule for HVGTN25: M – F, 4:00 pm – 9:30 pm

Program Name	Class Code	Clock Hours	Weeks	Total Charges
Medical Assistant	**MA30**	**900**	**30**	**$15,249**

Program Tuition: The published tuition for this program are the "Total Charges." No additional tuition will be assessed for those who graduate within 100% of actual hours and 150% of the scheduled program hours.

Program Objectives

This program will prepare students to per-form the duties and responsibilities required by entry level positions in the allied health care field, such as medical assistant, optometric assistant, blood donor unit assistant, electrocardiograph technician, optician apprentice, podiatric assistant, chiropractic assistant, blood and plasma lab assistant, or medical records clerk. Students will also become familiar with healthcare-related communication and interpersonal skills, receptionist and clerical procedures, and therapeutic and laboratory pro-cedures. They will study anatomy, physiology, safety precautions, medical emergencies, pharmacology, and issuing medications. Additionally, students will demonstrate proficiency in customer service, the use of computers, and internet as well as job search skills. Upon completion, the students will be prepared to take the American Medical Technologists (AMT) Registered Medical Assistant (RMA) certification exam.

Special Requirements

This program requires English language proficiency due to the nature of the related field of work. Students must have a Physical Health Exam that includes the required immunizations complete prior to enrollment in this program. Also, students must have a clean record and be able to pass a fingerprint background check, if requested, for externship placement. (This requirement is consistent with employer requirements in the medical industry.)

Externship

This program requires full completion of a 160-hour externship in a hospital, clinic, or similar environment under the supervision of professional personnel.

Methods of Instruction

This program is offered as a Traditional on-campus program and will be taught through a combination of lectures, hands-on classroom/shop/lab projects, small group, and individual projects.
Methods of Evaluation: Students will be evaluated using a variety of traditional methods including, but not limited to, performance evaluations. CET does not allow the use of notes, open book, open computer/laptop, and cell phones while testing, unless otherwise authorized by the CET Education Department following industry standards.
Scoring Criteria: Students will be required to pass each competency evaluation with a minimum passing score of 70%.

Graduation Requirements

To be eligible for a Graduation Certificate students must complete 100% of the actual program hours and must complete all program competencies within 100% and 150% of the scheduled program hours.

Program Competencies		Hours
1.	Introduction to Allied Health Care for Medical Assisting	40
2.	Communication and Office Skills	70
3.	Medical Records & Billing and Coding	70
4.	Anatomy & Physiology I	90
5.	Anatomy & Physiology II	90
6.	Clinical Laboratory Practicum Level I	100
7.	Clinical Laboratory Practicum Level II	100
8.	Pharmacology	85
9.	Handling Medical Emergencies	45
10.	Basic Principles of Nutrition	30
11.	Job Preparedness	20
12.	Externship	160
Total Hours of Instruction		900

All programs are open enrollment; competency completion varies among students.

Instructional Materials and Uniforms

The cost of required program books and/or e-book subscription is included in the tuition. In some programs, students may receive a uniform item and protective equipment. Students may purchase additional CET uniform items.

Through utilization of bulk purchasing practices, non-profit pricing opportunities, and the customization of textbooks/e-books, CET is able to provide books

and/or e-book subscriptions to students at below competitive market rates. Prices are subject to change without notice.

Note: *Students who receive federal financial aid may have the right to opt out of having CET provide books and uniforms, and choose to purchase these items on their own. This cost will be deducted from the published program tuition; students opting out must do so at enrollment or prior to the end of the 10-day cancellation period.*

Students may not opt out of purchasing books that have been customized for CET training programs. Students will be required to sign a statement of receipt for issued items. For more information, see the Student Catalog.

Instructional Equipment

Students will have access to a variety of clinical lab equipment, instruments, and materials for training on a daily basis, including, but not limited to: a blood pressure machine/monitor, autoclave, centrifuge, blood drawing chairs, microscopes, baby scales, Seca scales, thermometers, Hemoglobin machine, glucose machine, EKG machine, exam tables, a lab station, blood drawing chairs, a skeleton and life form arm replica. Students will also have access to computer systems running Window 7 and Office 2016, wireless internet, networked printers, and audio-visual equipment.

Program Schedule

MA30: M – F, 8:00 am – 3:00 pm

Program Name	Class Code	Clock Hours	Weeks	Total Charges
Welding Fabrication	WF30, WFN25	900	30, 36	$15,500

Program Tuition: The published tuition for this program are the "Total Charges." No additional tuition will be assessed for those who graduate within 100% of actual hours and 150% of the scheduled program hours.

Program Objectives

This course will prepare students to perform the duties and responsibilities required by entry-level positions in the welding industry. Graduates of the course are qualified to work in employment such as a Welder, Arc Welder, Mig Welder, Tig Welder, Flux-Core Welder, Combination Welder and General Fabricator. Students will first learn about weld-ing shop safety, shop math, shop English, and blueprint interpretation. In addition, they will study the SMAW process, GTAW process, GMAW process, FCAW process, as well as the Oxy-Fuel process. While learning the welding processes, students will also become familiar with the various tools and equipment such as grinders, cutters and welding machines involved in each process.

Methods of Instruction

This program will be taught through a combination of lectures, hands-on classroom/shop/lab projects, small group, and individual projects.

Methods of Evaluation

Students will be evaluated using a variety of traditional methods including, but not limited to, performance evaluations. CET does not allow the use of notes, open book, open computer/laptop, and cell phones while testing, unless otherwise authorized by the CET Education Department following industry standards.

Scoring Criteria

Students will be required to pass each competency evaluation with a minimum passing score of 70%.

Graduation Requirements

To be eligible for a Graduation Certificate students must complete 100% of the actual program hours and must complete all program competencies within 100% and 150% of the scheduled program hours.

Instructional Materials and Uniforms

The cost of required program books and/or e-book subscription is included in the tuition. In some programs, students may receive a uniform item and protective equipment. Students may purchase additional CET uniform items.

Through utilization of bulk purchasing practices, non-profit pricing opportunities, and the customization of textbooks/e-books, CET is able to provide books and/or e-book subscriptions to students at below competitive market rates. Prices are subject to change without notice.

Program Competencies		Hours
1.	Welding Shop Safety	60
2.	Shop Math	80
3.	Shop English	100
4.	Blueprint Interpretation	70
5.	SMAW Process	145
6.	Oxy-Fuel Process	115
7.	GMAW & FCAW Process	135
8.	GTAW Process	135
9.	Job Preparedness	30
10.	Customer Service Skills	10
11.	Basic Computer Skills	20
Total Hours of Instruction		**900**

All programs are open enrollment; competency completion varies among students.

Note: *Students who receive federal financial aid may have the right to opt out of having CET provide books and uniforms, and choose to purchase these items on their own.*

This cost will be deducted from the published program tuition; students opting out must do so at enrollment or prior to the end of the 10-day cancellation period. Students may not opt out of purchasing books/e-books that have been customized for CET training programs and PPE, which has been approved to meet industry health and safety standards. Students will be required to sign a statement of receipt for issued items. For more information, see the Student Catalog.

Instructional Equipment

Students will have access to a variety of tools, equipment, and materials for training on a daily basis, including, but not limited to: SC spool guns, LF-72 Wire Feeders, air compressor, forklift, pallet jacks, battery charger, Porter cable grinders, grinders, Portable welding ventilation extraction systems, Prowire feeder, precision TIG welders, power MIG welders ,Flextec power supplies, LF-72 Wire Feeders, Inverters, 350 and 252 MIG welders, Miller XMT combination power welder, weld 302, Syncrowave350, Coolmate, Spectrum 1000 Plasma Cutter and Suitcase X-treme accessory. Students will also have access to computer systems running Windows 7 and MS Office 2016 software, wireless internet, networked computers, and audio-visual equipment.

Program Schedule

Schedule for WF30: M – F, 8:00 am – 3:00 pm
Schedule for WFN25: M – F, 4:00 pm – 9:30 pm

FACULTY DESCRIPTION

Basic Skills

Socorro Siqueiros – Instructor

Ms. Socorro "Sukie" Siqueiros has over 15 years of teaching experience in business office technology, administration, computer applications, and accounting fundamentals. Her background includes teaching in vocational training programs. She brings with her vast knowledge in preparing candidates with the necessary skills for successful job placement. Ms. Siqueiros holds an Associate in Science degree in Office Information Systems from San Diego City College. She is also bilingual in Spanish and assists students who need clarification of subject matter for better comprehension.

Electrician (Residential & General)

Ian Ausby – Instructor

Mr. Ausby has extensive experience as an Electrician/Electro-Mechanical Technician in multiple trade industries with over 20 years of experience practicing electrical; from houses, buildings, automobiles, planes, machinery, and laboratory settings. He has provided instruction for the State of California Apprenticeship program for the past 2 years. Mr. Ausby brings drive, the will and excitement to his students in the CET Electrician program, and employs a "hands on" approach with our students to ensure they understand the subject matter.

Gary Parsell – Instructor

Mr. Parsell is a veteran of the US Navy where he proudly served from 1983-1988. He comes to us with over 40 years of Electrical experience. Mr. Parsell has been an Electrical contractor in the state of California since 1998, where he has worked on every type of projects in both commercial and residential areas. Now he looks to pass his knowledge in the Electrical field to the next generation.

Richard Gomez – Instructor

Mr. Gomez Mr. Gomez has over 35 years of experience in the electrical trade. His fields of expertise range from residential to commercial as well as knowledge of the industrial field. He is looking to share his knowledge and connections with his students.

Green Building Construction Skills

Victor Coca – Instructor

Mr. Coca has more than 16 years of experience in maintenance and finish carpentry. He holds a certificate in welding from the Sweetwater School District and a Building Maintenance Certificate from the Chula Vista Adult School, and has knowledge in the area of cabinet and furniture making. Mr. Coca was employed by Pioneer Furniture for more than 10 years, and has worked at Ornamental Welding Company and Bayview Construction Company. He has also earned a Fire Extinguisher Training Certification through Tyco Fire and Security and is the night safety inspector. Mr. Coca holds a certificate from the Community Action Partnership of San Bernardino County for completing Basic Weatherization Training. Mr. Coca is a certified trainer for CAL-OSHA in Safety Prevention for Spanish Speakers.

Edward Nguyen – Instructor

Mr. Nguyen has over 20 years of experience in the construction trade. He started as a helper for a general contractor doing renovations and remodels and developing skills needed to branch out to other trades. He has worked as an electrician, plumber, carpenter, tiler, drywaller and also as a maintenance technician.

Jose Arriaga –Instructor Assistant

Mr. Mr. Arriaga has over 15 years of experience as a maintenance technician for apartment buildings in the San Diego area. His experience included repairs to electrical units, carpentry, drywall, painting, patching, and plumbing. A graduate of our GBCS program, he is now an assistant not just to the GBCS program but to the whole facility as well.

HVAC Technician & Green Technology

Dearcy Long – Instructor

Mr. Dearcy Long, a San Diego native begin his vocational career as the first African American apprentice at the Naval Public Woks Center, San Diego, California in 1977, and promoted to journeyman in 1980. Mr. Long has an Associate of Science degree in Heating, Ventilation, Air Conditioning, Refrigeration, and Solar Technology and an (AS) in Business Law. In 1986, he passed the CSLB C-38 (Refrigeration) exam and C-20 HVAC (Heating, Ventilation, Air Conditioning) exam. Mr. Long has participated on multiple occasions with the California State Licensed Board as an Industry Expert & Subject Matter Expert in reviewing, evaluating, and recommending updates to the exams, as it should reflect the technological updates of the industry. Mr. Long has 48 years of experience working with residential, commercial, and industrial HVAC equipment. He has a Nate certification in Nat Gas FAU, EPA 608, 609, R-410a, and carbon monoxide certifications. Mr. Long has done a multitude of repairs, and preventative maintenance on various types of HVAC equipment. Mr. Long has been an ESCO EPA Proctor since 2005. Mr. Long has a deep passion for sharing his knowledge and experiences in this vocation.

Medical Assistant

Griselda Magaña – Instructor

Ms. Griselda Magaña has been in the medical field over 12 years in a variety of roles including Certified Clinical Medical Assistant, Phlebotomist, Medical Assistant Instructor and Externship Coordinator.

Welding Fabrication

Marcos Castillo – Instructor

Mr. Castillo has over 17 years of experience in the welding industry. He is a member of the Ironworker/AWS Welder of North America and of the California/Nevada/Arizona Union Ironworkers. Mr. Castillo holds certifications in Shield Metal Arc Welding, Flux-Core Welding and Gas Metal Arc Welding and has worked as a Journeyman in several welding companies. He has worked on projects like PETCO Park, USS Midway, and USS Denver.

Jorge Flores Alatorre – Instructor

Mr. Flores Alatorre has over 27 years of experience in the welding industry. He is a member of the Ironworkers Local 229 for the last 20 years. He holds certifications in SMAW/GMAW/FCAW-G/FCAW-S/GTAW as well as certificates in Non-Destructive Examinations. Mr. Flores Alatorre is also a professional fabricator. He has worked as a Journeyman in several welding companies around the United States. He has worked on projects like Qualcomm stadium, PETCO Park, USS Midway, and USS Denver, Military Bases in CA and Nevada. During the last 11 years Mr. Flores Alatorre has participated in developing Welding curriculums and Teaching.

Ismael Loera – Instructor

Mr. Loera has 9 years of experience in welding working both in the Maritime industry as well as the Automotive aftermarket industry. He holds Certifications through the American Welding Society in Shielded Metal Arc Welding, Flux Core Arc Welding, Gas Metal Arc Welding and Shielded Metal Arc Welding. Additionally, Mr. Loera has a passion for teaching students and helping them reach their potential so they can excel in their new careers.

Ismael Zarate – Instructor

Mr. Zarate began his welding career over 12 years ago, entering the trade immediately after high school. He holds AWS D1.1 certifications in GMAW, FCAW, SMAW, and GTAW, and has contributed to a wide range of fabrication projects throughout the San Diego area. For the past 8 years, Mr. Zarate has shared his expertise as a welding instructor, combining his passion for mentorship with real-world experience. In addition to teaching, he serves as a Production Manager, overseeing fabrication, repairs, sandblasting, and powder coating for both structural and custom metalwork projects. Mr. Zarate is dedicated to fostering a positive, hands-on learning environment where students are encouraged to grow their skills and confidence. His teaching philosophy is simple yet effective: *"If you're not burning, you're not learning."*

PROGRAM BIBLIOGRAPHIES

ELECTRICIAN (RESIDENTIAL & GENERAL)	
Electrician's Trainee Manual, VOL 1: Safety NCCER Contren Learning Series	Pearson Custom Library 2018 ISBN: 9781323991688
CET Electrical, Vol 2. Trainee Guide Residential 1 & 2 NCCER Contren Learning Series	Pearson NCCER, 2018 ISBN: 9781323991701
CET Electrical, Vol 3: Trainee Guide Commercial 1&2 NCCER Contren Learning Series	Pearson NCCER, 2018 ISBN: 9781323991725
CET Electrical, Vol 4: Trainee Guide Specialty Sys & Basic Photovoltaics NCCER Contren Learning Series	Pearson NCCER, 2018 ISBN: 9781323991749
National Electrical Code 2020 First Edition National Fire Protection Association	NFPA, 2020 ISBN: 978-1455922970

GREEN BUILDING CONSTRUCTION SKILLS	
Green Building Construction Trainee Guide: Electrical Nccer Contren Learning Series	Pearson NCCER, 2017 ISBN: 1323536469
Green Building Construction Trainee Guide: Carpentry Nccer Contren Learning Series	Pearson NCCER, 2017 ISBN: 1323536523
Green Building Construction Trainee Guide: Plumbing Nccer Contren Learning Series	Pearson NCCER, 2014 ISBN: 132353654x
Library Resources	
Solar Photovoltaics System Installer Trainee Guide Nccer Contren Learning Series	Pearson (prentice hall), 2012 ISBN: 0-13-257110-2

HVAC TECHNICIAN & GREEN TECHNOLOGY	
Mindtap For Refrigeration And Air Conditioning Technology, 9th Edition Tomczyk, J. And E. Silberstein (Cengage Unlimited E-Book And Resources Integrated Through Canvas)	Cengage Learning, 2021 Isbn: 978-0-357-12227-3
The Complete Hvac Lab Manual Silberstein, E. And J. Obrzut	Cengage Learning, 2019 978-1-337-39938-8
Library Resources	
Refrigeration And Air Conditioning Technology, 9th Edition Tomczyk, J. And E. Silberstein (Print Edition)	Esco Press, 2016 Isbn: 1-930044-44-5
Green Awareness, 2e Hvac Excellence & Ferris State University	Esco Press, 2016 Isbn: 1-930044-44-5
Math For Hvacr, Gary B. Xavier	978-1-63126-928-8
Hvac Customer Service Handbook 4th Edition Coscia Communications, Inc.	Isbn: 978-0-9897540-8-8

MEDICAL ASSISTANT	
Medical Assisting: Administrative & Clinical Competencies, 9e (E-book through Cengage in Canvas) Michelle Blesi	Cengage 2022 ISBN: 9780357710586
Library Resources (Varies per Campus)	
Medical Assisting: Administrative & Clinical Competencies, 9e (print copy) Michelle Blesi	Cengage 2022 ISBN: 9780357502815

WELDING FABRICATION	
Welding: Principles and Applications, 9e Jeffus, L. E-book and MindTap Integrated through Canvas	Cengage 2021 ISBN-10: 0-357-37765-6
Practical Problems in Mathematics for Welders 6e E-book integrated through Canvas - Cengage Unlimited	Cengage 2012 ISBN 9781133482253
Blueprint Reading for Welders 9th edition E-book integrated through Canvas- Cengage Unlimited	Cengage 2015 ISBN 9780357689363
Your Career: How to Make it Happen 9th edition E-book and MindTap integrated through Canvas	Cengage 2017 ISBN 978130549879
Library Resources	
Welding: Principles and Applications 9th edition Jeffus, L. (Hard Copy)	Cengage 2021 ISBN 9780357377659
Welding: Principles and Applications 9th edition Jeffus, L. (Hard Copy)	Cengage 2012 ISBN: 9781111313593
Blueprint Reading for Welders 9th edition (Spiral Bound)	Cengage 2015 9781133605782
Your Career: How to Make it Happen 9th edition (Hard Copy)	Cengage 2017 9781305494831

Note: The following books are made available in each program as program sets in the Program Resource Library. As such, the books can be loaned out to students and collected back when the student completes the related competency.

STANDARD COMPETENCIES	
The World of Customer Service, 3e Gibson, P.	Cengage Learning, 2011 ISBN: 978-0-8400-6424-0
Your Career: How to Make it Happen, 9e Harwood, L.	Cengage Learning, 2017 ISBN: 978-1-305-49483-1

PROGRAM STANDARD OCCUPATIONAL CLASSIFICATION CODES

Students graduating from the following programs will be prepared to perform work-related tasks and duties in preparation for employment in occupational fields related to, but not limited to, the following:

ELECTRICIAN

SOC Code	Occupations
47-2111.00	Electricians
47-3013.00	Helpers -- Electrician

GREEN BUILDING CONSTRUCTION SKILLS

SOC Code	Occupations
47-3013.00	Helpers -- Electricians
47-2031.01	Construction Carpenters
47-2231.00	Solar Photovoltaic Installers
47-3012.00	Helpers -- Carpenters
49-9071.00	Maintenance and Repair Workers, General
49-9095.00	Manufactured Bldg. & Mobile Home Installer
47-3015.00	Helpers – Pipelayers, Plumbers, Pipefitters & Steamfitters
47-4011.01	Energy Auditors

HVAC Specialist, HVAC Technician & Green Technology

SOC Code	Occupations
49-9031.00	Home Appliance Repairers
49-9021.00	Heat and Air Conditioning Mechanics and Installers
49-9098.00	Helpers—Installation, Paint. & Repair Workers
49-9071.00	Maintenance and Repair Workers, General
49-9021.02	Refrigeration Mechanics and Installers
47-4011.01	Energy Auditors

MEDICAL ASSISTANT

SOC Code	Occupations
29-2071.00	Medical Records & Health Information Technicians
43-3021.00	Billing, Cost, and Rate Clerks
31-9092.00	Medical Assistants
43-4111.00	Interviewers, Except Eligibility & Loans
43-6013.00	Medical Secretaries
31-1011.00	Home Health Aides
39-9021.00	Personal Care Aides

WELDING FABRICATION

SOC Code	Occupations
51-4121.06	Welders, Cutters and Welder Fitters
51-4122.00	Welding, Soldering, and Brazing Machine Setters, Operators, and Tenders