



Information Guide

Caterpillar® Dealer Academy

Florence Darlington Technical College

A ThinkBIG School

Associates in Applied Science Degree
With Major in Diesel Technology

Sponsored by:





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College Contacts

Florence-Darlington Technical College
2715 West Lucas Street
P.O. Box 100548
Florence, SC 29502-0548
www.FDTC.edu



Stephen B. Murphey
Director - Caterpillar Dealer Academy
Office: 843.661.8187
Email: Stephen.Murphey@fdtc.edu



Jason Nelson
Instructor – Caterpillar Dealer Academy
Office: 843.661.8295
Email: Jason.Nelson@fdtc.edu

Other FDTC Contacts

Admissions:

Michelle Hatchell
1.800.228.5745, ext. 8051
Michelle.Hatchell@fdtc.edu

Financial Aid:

Monica Starr
1.800.288.5745, ext. 8058
Monica.Starr@fdtc.edu

Dealer Contacts

Blanchard Machinery
3151 Charleston Highway
West Columbia, SC 29172

Wendy Harrill
803.926.4237
wharrill@blanchardmachinery.com

Carolina CAT
9000 Statesville Road
Charlotte, NC 28269

Heather Peer
704.305.9019
recruiter@carolinacat.com

Gregory Poole
4807 Beryl Road
Raleigh, NC 27606

David Lawrence
919.836.4435
David.Lawrence@gregpoole.com



Caterpillar Dealer Academy

The Caterpillar Dealer Academy is a cooperative two-year college-level student technician education program, which leads to an Associate in Applied Science degree with a major in Caterpillar Service Technology. Florence-Darlington Technical College, working in close relationship with the sponsoring Caterpillar dealers, administers the program activities. The program is exclusively by and for the sponsoring Caterpillar dealers.

Mission

The Caterpillar Dealer Academy, a partnership between local Caterpillar dealers and Florence-Darlington Technical College, builds the foundation for technicians to service Caterpillar equipment with excellence and professionalism.

Purpose

Applying the skills learned at the Caterpillar Dealer Academy will allow technicians to launch their career within the Caterpillar dealer network.

Program Structure

During the two-year program, students spend approximately half of their time each semester at FDTC. The college facilitates the technical and general education courses required to meet the Southern Association of Colleges and Schools requirements for the Associates of Applied Science Degree. This program helps learners develop the skills need to diagnose and repair Caterpillar equipment.

The remaining time is spent working at one of the sponsoring dealers as a paid intern. Content studied at school is reinforced in the working world at the dealership.

At the completion of the program, students earn an Associate of Applied Science degree, one year of Caterpillar dealer experience and a year's wages by working the sponsored internship. Service technicians maintain some of the most advanced and hardest working machines in the world. Graduates will be a highly skilled, technically trained, in-demand member of the worldwide Caterpillar family. As students develop skill, experience and motivation, they will have opportunities to advance into new jobs.

Accreditations: This program is accredited by the Associated Equipment Distributors or A.E.D.



*Florence-Darlington Technical College is an equal opportunity provider and employer .



Program Courses



General Education Courses

Course Prefix	Course Number	Course Name	Class Hours	Lab Hours	Credit Hours
ECO	201	Economic Concepts	3	0	3
ENG	160	Technical Communications	3	0	3
OR					
ENG	101	English Composition I	3	0	3
ENG	260	Advanced Technical Communications	3	0	3
OR					
ENG	102	English Composition II	3	0	3
MAT	170	Algebra, Geometry, and Trigonometry I	3	0	3
OR					
MAT	110	College Algebra	3	0	3
XXX	XXX	Elective: Humanities/Fine Arts	3	0	3
Totals:			15	0	15

Required Major Core Courses

Course Prefix	Course Number	Course Name	Class Hours	Lab Hours	Credit Hours
DHM	101	Intro to Diesel Engines	2	6	4
DHM	125	Diesel Fuel Systems	2	3	3
DHM	156	Fundamentals of Transmissions and Torque Converters	1	6	3
DHM	173	Electrical Systems I	2	3	3
DHM	231	Diesel Air Conditioning	1	3	2
DHM	265	Hydraulic Systems	2	3	3
Totals:			11	21	18



Other Courses Required for Graduation

Course Prefix	Course Number	Course Name	Class Hours	Lab Hours	Credit Hours
CWE	114	Cooperative Work Experience I Internship #1	0	20	4
CWE	124	Cooperative Work Experience II Internship #2	0	20	4
CWE	214	Cooperative Work Experience III Internship #3	0	20	4
CWE	224	Cooperative Work Experience IV Internship #4	0	20	4
DHM	111	Introduction to Caterpillar	1.5	1.5	2
DHM	266	Machine Hydraulic Systems	1	6	3
DHM	267	Undercarriage/Final Drive	2	3	3
DHM	268	Caterpillar Engine Performance	1	3	2
DHM	269	Diagnostic Testing	1	3	2
DHM	270	Caterpillar Machine Specific Systems	2	3	3
DHM	273	Electrical Systems II	2	3	3
WLD	116	Welding (Caterpillar Students)	1	3	2
Totals:			12.5	102.5	36
Required Minimum Credit Hours:			69		



Curriculum Schedule



Semester 1 (Fall)

DHM 111 Introduction to Caterpillar
DHM 101 Intro to Diesel Engines
MAT 170 Algebra, Geometry, And Trigonometry
OR MAT 110 College Algebra
WLD 116 Welding
CWE 114 Cooperative Work Experience I

Semester 2 (Spring)

DHM 265 Hydraulic Systems
DHM 173 Electrical Systems I
ENG 160 Technical Communications
OR ENG 101 English Composition I
CWE 124 Cooperative Work Experience II

Semester 3 (Summer)

DHM 231 Diesel Air Conditioning
DHM 125 Diesel Fuel Systems
DHM 156 Fundamentals of Transmissions
and Torque Converters
DHM 266 Machine Hydraulic Systems

Semester 4 (Fall)

CWE 214 Cooperative Work Experience III
DHM 267 Undercarriage/Final Drive
DHM 273 Electrical Systems II
ENG 260 Advanced Technical Communications
OR ENG 102 English Composition II
Elective: Humanities/Fine Arts

Semester 5 (Spring)

CWE 224 Cooperative Work Experience IV
DHM 268 Caterpillar Engine Performance
DHM 269 Diagnostic Testing
DHM 270 Caterpillar Machine Specific Systems
ECO 201 Economic Concepts

Minimum Total Credit Hours: 69



Estimated Cost 2020-2021

All students in the Caterpillar program will receive the in state/in county rate of \$185 per credit hour. For a detailed explanation of fees, please see <https://www.fdtc.edu/admissions/tuition/>



Semester 1	In-county	Credit Hours	Total
Technical Tuition and fee per credit hour	\$230.00	12	\$2,760.00
General Ed. Tuition and fee per credit hour	\$215.00	3	\$645.00
Technology fee per credit hour (\$50) cap	\$4.00		\$50.00
Activity fee per term	\$35.00		\$35.00
Books and Supplies			\$550.00
			\$4,040.00
Semester 2	In-county	Credit Hours	
Technical Tuition and fee per credit hour	\$230.00	10	\$2,300.00
General Ed. Tuition and fee per credit hour	\$215.00	3	\$645.00
Technology fee per credit hour (\$50) cap	\$4.00		\$40.00
Activity fee per term	\$35.00		\$35.00
Books and Supplies			\$550.00
			\$3,570.00
Semester 3	In-county	Credit Hours	
Technical Tuition and fee per credit hour	\$230.00	11	\$2,530.00
General Ed. Tuition and fee per credit hour	\$215.00	0	\$0.00
Technology fee per credit hour (\$50) cap	\$4.00		\$44.00
Activity fee per term	\$35.00		\$35.00
Books and Supplies			\$550.00
			\$3,159.00
Semester 4	In-county	Credit Hours	
Technical Tuition and fee per credit hour	\$230.00	10	\$2,300.00
General Ed. Tuition and fee per credit hour	\$215.00	6	\$1,290.00
Technology fee per credit hour (\$50) cap	\$4.00		\$40.00
Activity fee per term	\$35.00		\$35.00
Books and Supplies			\$550.00
			\$4,215.00
Semester 5	In-county	Credit Hours	
Technical Tuition and fee per credit hour	\$230.00	11	\$2,530.00
General Ed. Tuition and fee per credit hour	\$215.00	3	\$645.00
Technology fee per credit hour (\$50) cap	\$4.00		\$44.00
Activity fee per term	\$35.00		\$35.00
Books and Supplies			\$550.00
			\$3,804.00
Total Estimated Tuition and Fees			\$18,788.00



Admissions Checklist



- Complete the on-line application by visiting our website at: www.fdtc.edu
*Look for an information packet to arrive via email provided on the application.
- Contact the person from the dealership closest to you and inform them of your interest in the Caterpillar Dealership Service Technician Program.
- Return the Information Release Form to: Florence-Darlington Technical College.
- Schedule and pass the DAT tests with the appropriate dealership.
- Submit an official high school transcript or GED along with any standardized testing you may have taken. (E.g ACT, Compass, etc.)
- Submit any college transcripts from all colleges you have attended. (An official transcript is submitted by mail from the school or college attended or hand-delivered in a sealed envelope and includes the graduation date, school seal, and a signature of a school official).
- Complete the FAFSA online at www.fafsa.ed.gov. It takes 4-6 weeks to complete this process.
- Look for available scholarships and grants. <https://www.fdtc.edu/admissions/financial-aid/>

Test Procedures:

Applicants will be required to take the Accuplacer test, if no other test scores meet the requirements for the program. Students must place into ENG 160 and MAT 170. [The DAT Mechanical Reasoning test is also required.](#) Contact your local dealership regarding the time and place to take your placement tests. Admissions information may be shared with your Caterpillar dealer for further consideration.

Minimum Caterpillar Test Scores

Test Type	Minimal Math Score Needed	Minimal English/Verbal Score Needed
Accuplacer (Classic)	EA 40-74	SS 71-81 and R \geq 75
Accuplacer (Next Generation)	AR 260 and AAF 200	W \geq 250 and R \geq 250
ACT	16	E 19 and R 19
SAT (New 2016)	420	470
Multiple Measures	High School GPA at or above 2.6 on a 4.0 scale.	N/A

Minimum DAT Mechanical Reason Scores:

DAT 70 or DAT >60 + Dealer Testing

Note: Placement standards cannot be waived even if the student is Life Scholarship eligible. If the applicant is not successful in the first attempt of the Accuplacer test, the applicant must complete the self-study links provided from the testing center before making additional attempts. The Accuplacer test may be taken a maximum amount of three times. There is a \$10.00 retest fee payable to the FDTC Business office for second and third attempts.



Registration Check List



Registration for classes will be done by a representative of the Caterpillar Dealer Academy once the following items are complete:

- All items required in the admissions checklist
- A Caterpillar Dealer Sponsorship is secured
- Departmental Approval

After Registration

- Confirm registration with a Caterpillar faculty member
- Attend Orientation
- Attend classes starting in the first eight weeks of the fall semester.

Note: Dealer sponsorship is a requirement and must be maintained for the duration of the program. Students must maintain the academic standards for the Caterpillar Dealer Academy, which includes a minimum 2.5 GPA and a passing grade of "C" for all DHM and pre-requisite courses.



Frequently Asked Questions



What are the requirements of the program?

The admission requirements for the program are set to increase the applicant's success rates during the first year of the program. Academic requirements listed above reflect minimum scores for being accepted into the program. Passing all of your classes and maintaining a minimum 2.5 GPA is an expectation to stay in the program. Failing to earn a satisfactory grade, losing dealer sponsorship or failing to maintain the minimum GPA for graduation may lead to removal from the program. In addition to the schools requirements, one should work with your sponsoring dealer as if applying for a fulltime job. You can expect a mechanical aptitude test, multiple interviews, a background check, drug screening and a physical during the application phase. Once accepted, you become an employee of that dealership. You should treat that relationship as a job and keep in contact with your supervisor thorough your time in the program. Please contact your dealer sponsor for more details and specific expectations at the sponsoring dealership.

What is a typical schedule like?

Classes are typically schedule between 7:30am – 5:30pm Monday- Friday. You may also experience some down time on a Monday or Friday depending on your schedule. The campus as a whole shuts down on Friday afternoon. Some of the general education class may be offered at night to accommodate loading and schedules across campus.

How do the Internships work?

The fall and spring semesters contains an eight week internship for which students are paid to work at their sponsoring dealership. The internship schedule may vary to meet the needs of the local dealership and workload. A minimum of 300 hours of work experience is expected during each internship. During the first year, the internship occurs in the second eight weeks of the semester. As a student transitions into the second year, the eight week rotations continue with the internship leading in the first eight weeks. The time spent at FDTC will then occur in the second eight week term until completion of the program in semester five.

Am I required to have a Caterpillar Dealer Sponsor?

Yes, a sponsoring Caterpillar dealership is an essential part of this sponsored program and is a requirement for students participating in the program. Dealer sponsorship must be maintained for the duration of enrollment in this program.

Do I get paid while I am in school?

During the internship experience, students are paid on an hourly basis by their sponsoring dealership. This does not extend to hours attending classes at FDTC.



Frequently Asked Questions

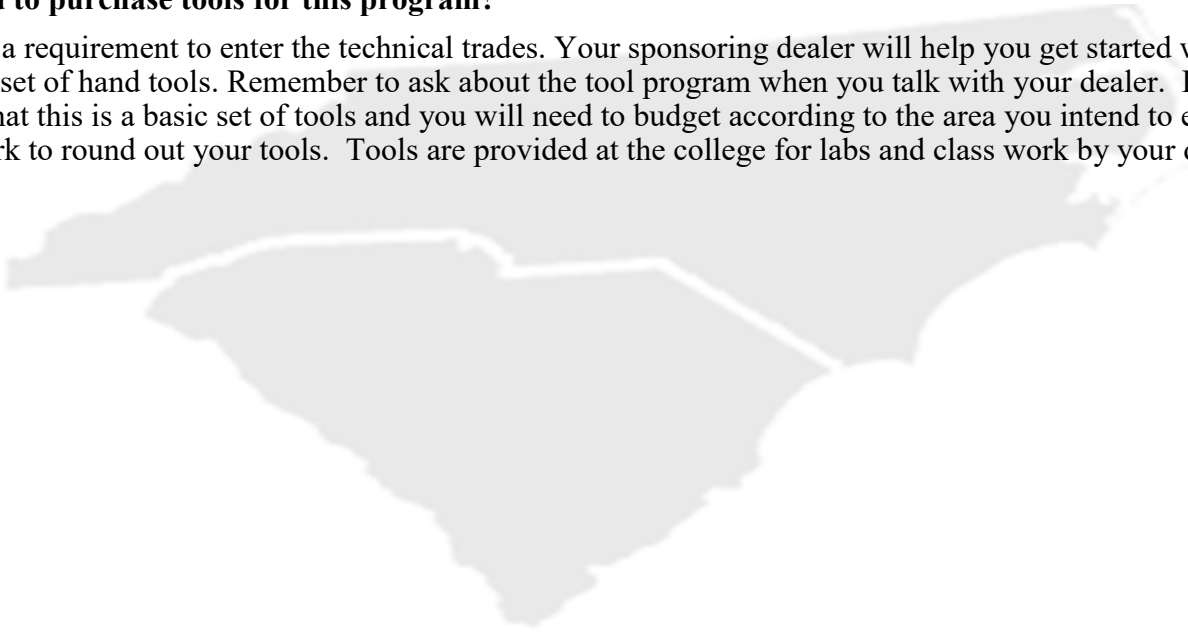


Is there campus housing?

Currently FDTC does not offer housing. Please contact your sponsoring dealer for details and living arrangements during school as there are dealer arranged apartments that can be leased to a sponsored student by the dealership.

Do I need to purchase tools for this program?

Tools are a requirement to enter the technical trades. Your sponsoring dealer will help you get started with your first set of hand tools. Remember to ask about the tool program when you talk with your dealer. Keep in mind that this is a basic set of tools and you will need to budget according to the area you intend to eventually work to round out your tools. Tools are provided at the college for labs and class work by your dealer.





Quick Reference Information



Student IDs are made in the Student Services office located in the 100 building.

Parking Permits are required by all Students, Faculty, Staff and Visitors. You may obtain your parking permit by visiting the security office located at the front entrance to the campus. To obtain your parking permit you need: current vehicle registration, current driver's license and student schedule. Visitors are issued temporary parking passes at the security office.

Business Office is located on the second floor of the 5000 building. This is where tuition payments are made and all business related needs are served. You may also pay bills and view information via the self-service link on our webpage. See the "Web Advisor" link below.

Library is located in the 200 building. There are public computers and other library services available to students. The hours are typically extended to accommodate student needs. Please see the library for current times of operation.

NOTE: This area is under construction. The information and location will likely change during your time at FDTC.

Student Resource Center is located in the 300 building.

Password changes (all passwords are synced via pass change) <https://passchange.fdtc.edu>



Desire 2 Learn is the online course management system utilized in the Caterpillar Dealer Academy.

In order to log in and access your course information using the format Firstname.Lastname1 and the same password you use for other student systems.

*** Students will not have access before the first day of class to individual class content. ***

<https://fdtc.desire2learn.com/>



Self Service is where you will check your balances, view your schedule, and drop/add classes.

<https://My.fdtc.edu>

Help Desk.... Any Self Service, Desire 2 Learn or password problems that occur should be directed to the help desk 843.661.8123



Florence-Darlington Technical College

2715 West Lucas Street • Florence, SC 29501-0548

843-661-TECH (8324) • 800-228-5745

www.fdtc.edu

100 Building

- Admissions
- Assessment Center
- Classrooms
- Enrollment Center
- Registrar's Office

200 Building

- Classrooms
- Library
- Print Shop
- Welding Program

300 Building

- Classrooms
- Success Center

600 Building

- Caterpillar Program
- Classrooms

650 Building

- Auto Body
- Automotive
- HVAC

5000 Building

- Administration
- Bookstore (The Lamplighter)
- Business Office
- Cafeteria
- Classrooms
- Financial Aid Center
- Grants and Research
- Institutional Advancement
- Labs
- Personnel
- President's Office
- Project RUSH
- Public Relations Office
- Purchasing
- Science Labs
- Student Life Center
- Student Support Services
- TRIO Programs
- Upward Bound
- VP for Academic Affairs
- VP for Business Affairs

7000 Building

- Classrooms
- Custodial
- Distance Learning Classrooms
- Division of Arts and Sciences
- Math Hub
- Media Production Center

800 Building - Grounds

- Offices
- Shop

900 Building - Child Development Center

- Classrooms
- Daycare Center
- Early Childhood

Physical Plant

- Offices
- Shipping and Receiving
- Shops

Southeastern Institute of Manufacturing and Technology (SiMT) *(located on the back of the FDTC campus)*

Advanced Manufacturing Center

- 3D Production Studio
- Additive Manufacturing Center
- CAD Labs
- Campus Security
- Classrooms
- Conference Center
- Continuing Education
- Division of Technical Education
- Engineering Technology
- IT Department
- Machine Tool Technology
- Pee Dee Electric
- Cooperative Auditorium
- SiMT Staff

Business and Manufacturing Incubator

- Offices

