



**FLORENCE-DARLINGTON**  
TECHNICAL COLLEGE



# Information Guide

**Caterpillar® Dealer Academy**  
**Florence-Darlington Technical College**

A ThinkBIG School

**Associates in Applied Science Degree**  
With a Major in Diesel Technology-Caterpillar

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](http://www.FDTC.edu)



## **Stephen B. Murphey**

Program Chair  
Caterpillar Dealer Academy  
Office: 843.661.8187  
Email: [Stephen.Murphey@fdtc.edu](mailto:Stephen.Murphey@fdtc.edu)

# Other FDTC Contacts

## **Admissions:**

843.661.8289  
[admissions@fdtc.edu](mailto:admissions@fdtc.edu)

## **Financial Aid:**

Monica Starr  
1.800.288.5745, ext. 8058  
[Monica.Starr@fdtc.edu](mailto:Monica.Starr@fdtc.edu)

# Dealer Contacts

## **Blanchard Machinery**

3151 Charleston Highway  
West Columbia, SC 29172  
Jason Nelson  
803.926.4113  
[thinkbig@blanchardmachinery.com](mailto:thinkbig@blanchardmachinery.com)

## **Carolina CAT**

9000 Statesville Road  
Charlotte, NC 28269  
Chris Duarte  
704.840-6203  
[recruiter@carolinacat.com](mailto:recruiter@carolinacat.com)

## **Gregory Poole**

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Raleigh, NC 27606  
David Lawrence  
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## 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 in Applied Science degree, complete one year of Caterpillar dealer experience and earn 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.

# 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 Num-	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	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 #4	0	20	4
CWE	224	Cooperative Work Experience IV Internship #5	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
<b>Required Minimum Credit Hours:</b>		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 2023-2024

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	\$235.00	12	\$2,820.00
General Ed. Tuition and fee per credit hour	\$245.00	3	\$735.00
Technology fee per credit hour (\$50) cap	\$4.00		\$50.00
Activity fee per term	\$50.00		\$50.00
Books and Supplies			\$550.00
			<b>\$4,205.00</b>
Semester 2	In-county	Credit Hours	
Technical Tuition and fee per credit hour	\$235.00	10	\$2,350.00
General Ed. Tuition and fee per credit hour	\$245.00	3	\$735.00
Technology fee per credit hour (\$50) cap	\$4.00		\$40.00
Activity fee per term	\$50.00		\$50.00
Books and Supplies			\$550.00
			<b>\$3,725.00</b>
Semester 3	In-county	Credit Hours	
Technical Tuition and fee per credit hour	\$235.00	11	\$2,585.00
General Ed. Tuition and fee per credit hour	\$245.00	0	\$0.00
Technology fee per credit hour (\$50) cap	\$4.00		\$44.00
Activity fee per term	\$50.00		\$50.00
Books and Supplies			\$550.00
			<b>\$3,229.00</b>
Semester 4	In-county	Credit Hours	
Technical Tuition and fee per credit hour	\$235.00	10	\$2,350.00
General Ed. Tuition and fee per credit hour	\$245.00	6	\$1,470.00
Technology fee per credit hour (\$50) cap	\$4.00		\$40.00
Activity fee per term	\$50.00		\$50.00
Books and Supplies			\$550.00
			<b>\$4,460.00</b>
Semester 5	In-county	Credit Hours	
Technical Tuition and fee per credit hour	\$235.00	11	\$2,585.00
General Ed. Tuition and fee per credit hour	\$245.00	3	\$735.00
Technology fee per credit hour (\$50) cap	\$4.00		\$44.00
Activity fee per term	\$50.00		\$50.00
Books and Supplies			\$550.00
			<b>\$3,964.00</b>
<b>Total Estimated Tuition and Fees</b>			<b>\$19,583.00</b>



# Admissions/Registration Process

Students seeking admission to the Caterpillar program will enter by applying **both** to FDTC and a participating Caterpillar dealer.

Apply to FDTC at  
[www.FDTC.edu](http://www.FDTC.edu)

Apply to a participating Caterpillar Dealer. See page 3 for contact information.

Submit the Information Release Form to:  
[Admissions@fdtc.edu](mailto:Admissions@fdtc.edu)  
This form can be found in the Caterpillar program portion of the FDTC web site. A link to this form will also be sent to new applicants in an missing requirement email.

NOTE: FDTC will share application and outstanding information from admission with the Caterpillar dealers.

Complete the requirements by your local Caterpillar dealer to obtain sponsorship. This will likely include Interviews, mechanical aptitude testing, drug screen, background check, physical, etc...

Caterpillar dealer(s) submits an Intent of Sponsorship Form to [Admissions@fdtc.edu](mailto:Admissions@fdtc.edu) and cc's the FDTC Caterpillar Program Chair.

Submit paperwork documenting the minimum requirements for admission to:  
[Admissions@fdtc.edu](mailto:Admissions@fdtc.edu)

FDTC uses multiple measures for admission. Common documents to submit at this stage are Official High-school transcripts, Other Official College transcripts, ACT, SAT or Accuplacer testing results. For a full list of the multiple measures, please see the Assessment Information on the next page.

Once all documents are received and processed, you will be notified of your acceptance to the Diesel Technology—Caterpillar program at FDTC and directed to contact your academic advisor for registration.

A final check of information and registration will be done by your academic advisor in the Caterpillar department at FDTC. At the conclusion of this step, you will receive a welcome letter by the department and a copy of your class schedule. You are now ready to attend the Caterpillar specific orientation and classes starting in the Fall term.

# Assessment Information

## **Assessment Procedures:**

Applicants may meet the requirements for admissions with multiple measures of assessment. See the chart below for the current multiple measures. The Accuplacer test will be used if no other assessment criteria is met by applicants for the Caterpillar program. Students must place into ENG 160 and MAT 170. Please note this is an industry partnering program and admissions information may be shared with your Caterpillar dealer for further consideration. A dealer sponsorship is a requirement of the program and must be maintained throughout the duration of the program offerings.

**Minimum Program Assessment Scores**

<b>Assessment Documentation</b>	<b>Minimal Math Score</b>	<b>Minimal English/Reading Score</b>
Accuplacer (Next Generation)	AR 260 and AAF 200	E 250 and R 250
ACT	16	E 21 and R 21
SAT (New 2016)	420	500
Multiple Measures (Official High School Transcript)	High School GPA at or above 2.6 on a 4.0 scale.	High School GPA at or above 2.6 on a 4.0 scale.

*Note: If the applicant is not successful in the first attempt of the Next Generation Accuplacer Test, the test may be taken a maximum amount of three times. Students must wait 14 days and pay a \$10.00 retest fee for the second and third attempt of the placement test. This fee is payable to the FDTC Business Office for second and third attempts*

# 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 at a dealership. Once hired, 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 partnership 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.

## **What type of Safety equipment do I need to bring?**

Clear z87 safety glasses, Safety Boots and cut resistant gloves ANSI level 2 or higher. We will also wear the dealer sponsored uniform in all Caterpillar classes. For welding, consider getting a long sleeve cotton shirt or a welding jacket.

# 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/>

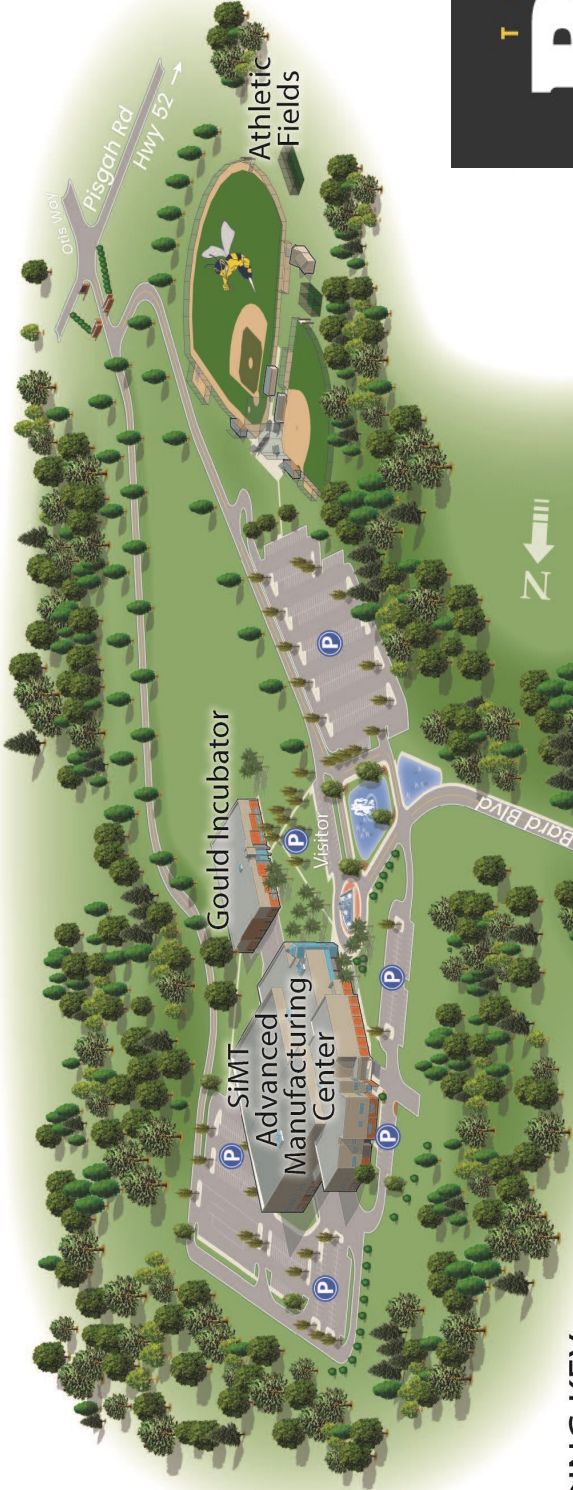
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**Self Service** is where you will check your balances, view your schedule, and drop/add classes.

<https://My.fdtc.edu>

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



# THINK BIG

## BUILDING KEY

- Southeastern Institute of Manufacturing and Technology (SiMT)
  - Corporate & Workforce Development
  - Pee Dee Electric Auditorium
- Gould Incubator
- 650 Automotive/HVAC Center
- 900 Child Development Center
- 600 Caterpillar Academy
- 800 Grounds
- 7000 Math and Technology Center
- 5000
  - 1<sup>st</sup> Floor Campus Bookstore
  - Student Lounge
- 2<sup>nd</sup> Floor
  - Presidents Office
  - Academic Affairs
  - Business Offices
  - Education Foundation
  - Honda Auditorium
  - Human Resources
- 3<sup>rd</sup> Floor
  - Admissions
  - Dual Enrollment
  - Enrollment & Student Services
  - Financial Aid
  - Registrar's Office
  - Veterans Affairs Center
- 400 Closed



- 300 Academic & Career Advising Center
- 200 Print Shop
- Welding
- Wellman Inc. Library
- 100 Assessment Center
- Pathways Program
- Perkins Program
- ReadySC
- Student Life



Florence-Darlington Technical College  
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