



Technical Standards

ADVANCED SYSTEMS TECHNOLOGY

Washburn Institute of Technology/Washburn Tech

The technical standards discussed in the following chart define performance expectations that must be met for advancement through and successful completion of the **Advanced Systems Technology Program**. It is the policy of Washburn Tech to provide reasonable accommodations for those with disabilities, health impairments, and other disabling conditions. These standards can also be used to determine whether accommodations or modifications are necessary and have been established through consideration by faculty and consultation with the following sources: consultation with the advisory committee for the program, The Vocational Rehabilitation Act, The Americans with Disabilities Act, Dictionary of Occupational Titles, O*Net Online developed for the U.S. Department of Labor.

ABILITY	STANDARD	Some examples of necessary activities (not all inclusive)
Physical Demands / Motor Skills	<ul style="list-style-type: none"> • Must be able to walk, stand, stoop and twist for prolonged periods of time. • Must be able to move quickly and repeatedly while maintaining good balance. • Must be able to lift, move, and shove 50 pounds of weight. • Must be able to work overhead for prolonged periods of time. • Must have adequate hand and eye coordination. • Must have adequate fine motor skills. 	<ul style="list-style-type: none"> • 8 hour shifts and longer is commonplace to accomplish many tasks. • Required for equipment assembly from scaffolding. • Many parts that are being replaced weigh this much and more so the candidate must be able to manipulate a good deal of weight. • Hanging conduit and pipe overhead is common maintenance task. • Maintenance technicians are continually assembling and reassembling equipment. If they do not have this coordination it will require excessive time to accomplish these tasks. • Many of the electrical connections require that a wire be inserted into a small space before being secured.
Critical Thinking/ Sensory/ Observation/ Reasoning Skills	<ul style="list-style-type: none"> • Must have the ability to logically evaluate problems with machinery. • Must be able to be attentive in the classroom and job situations. • Must be able to concentrate on surroundings as well as the task at hand. • Must have adequate vision with correction. • Must be sensitive to changes in temperature. • Must be sensitive to changes in material surfaces. 	<ul style="list-style-type: none"> • Formulate the best approach to identifying the malfunction and how to remedy the situation. • In order to participate in learning and work. • In order to maintain a safe environment. • Very fine print on small labels will need to be read. • Candidate needs to be able to tell if an object is heating up or cooling down during a process being monitored. • To determine the amount of wear an

	<ul style="list-style-type: none"> • Must be sensitive to changes in odors. • Must be sensitive to changes in machinery and environmental noise. 	<ul style="list-style-type: none"> • object has sustained. • To determine if an object is overheating and smoking. • In order to tell if components are failing by the change in sound.
Behavioral / Social Skills and Professionalism	<ul style="list-style-type: none"> • Must be able to function in high stress environments. • Must be a team player and able to help develop the team atmosphere. • Must be able to maintain confidentiality. • Must be cooperative, honest and ethical. • Must be able to maintain composure in difficult situations. 	<ul style="list-style-type: none"> • This includes rapidly changing situations, schedule changes, personnel changes, customer needs and supervisors. • In this manner a more productive attitude can be formed. • Proprietary information must be protected. • Will help build a stronger and more productive team. • Will allow an individual to remain productive by not losing focus on the important issues.
Communication Skills	<ul style="list-style-type: none"> • Must be able to read, write and speak to effectively communicate with customers, team members and supervisors. • Must be aware of cultural differences. 	<ul style="list-style-type: none"> • This will require advanced ability in order to give and receive complicated instructions and to read and comprehend advanced technical manuals. • Students will be expected to work effectively with various cultures and personalities.
Working Conditions	<ul style="list-style-type: none"> • Must be able to work in various temperature extremes and weather conditions. • Must be able to work at various heights. • Must be able to work in confined spaces. • Must be able to work with hazardous materials, high voltage, high pressure fluids and other industrial situations. <p>NOTE: At time of employment may be required to pass a drug test, pass a background check and documentation to legally work in the United States.</p>	<ul style="list-style-type: none"> • Candidates must be able to work outside on the roof during the winter on the ventilations systems with temperatures well below zero as well in heat treated areas and the roof air conditioners in temperatures in excess of 100 degrees. • Be able to work from ladders and scaffolding at considerable heights. • Must be able to work in small enclosed spaces. • 480 voltage is common place, hydraulic pressures in excess of 500 psi are common and there are many chemicals involved in production situations. • Many companies require these items to be hired



PLEASE COMPLETE THIS FORM AND RETURN IT TO THE INSTRUCTOR.
TECHNICAL STANDARDS FOR ENROLLMENT IN ADVANCED SYSTEMS TECHNOLOGY.
Washburn Institute of Technology

CHECK ALL THAT APPLY.

- I understand the expectations, as explained on the previous page, must be for advancement through and successful completion of the Advanced Systems Technology program.
Upon admission to the program, I received a copy of the Technical Standards and they have been explained to me.
I would like to discuss the Standards checked below.
A. Physical Demands / Motor Skills
B. Critical Thinking /Sensory/Observation / Reasoning Skills
C. Behavioral / Social Skills and Professionalism
D. Communication Skills
E. Working Conditions

QUESTIONS OR COMMENTS: (If additional information, attach another page.)

SIGNATURE _____ DATE _____

PLEASE PRINT NAME _____

Disability

The Campus Advocate is responsible for assisting in arranging accommodations and for identifying resources at Washburn Tech for persons with disabilities. Qualified students with disabilities MUST register and provide documentation with the office to be eligible for services. New requests for accommodations should be submitted two months or more prior to the date services should begin; however, contact the Campus Advocate as soon as a need may arise. Depending on the accommodation request, four to eight-week lead time may be needed for timely and effective provision of services. The Campus Advocate coordinates and assists in arranging services it deems appropriate for eligible students on a case-by-case basis.

If you are a student with a disability that may substantially limit your ability to participate in this class and believe you will need accommodations, it is your responsibility to contact:

The Campus Advocate

Location: Building A, room 117C

Phone: 785-670-3364

E-Mail: shelley.bearman@washburntech.edu

Non-Discrimination

Washburn University prohibits discrimination on the basis of race, color, religion, age, national origin, ancestry, disability, sex, sexual orientation, gender identity, genetic information, veteran status, or marital or parental status. The following person has been designated to handle inquiries regarding the non-discrimination policies: Dr. Pamela Foster, Equal Opportunity Director/Title IX Coordinator, Washburn University, 1700 SW College Ave, Topeka, Kansas 66621, 785.670.1509, eodirector@washburn.edu.