



Technical Standards

**CARPENTRY TECHNOLOGY
(Certificate A)**

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 **Building 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.

NOTE: This program includes an on-site job internship. Specific criteria must be met before going on the job site.

ABILITY	STANDARD	Some examples of necessary activities (not all inclusive)
<p>Physical Demands / Motor Skills</p>	<ul style="list-style-type: none"> • Candidate/student must have the ability to perform physical activities that require considerable use of the hands, arms and legs while moving your whole body. This will include: Extent Flexibility, Finger Dexterity, Manual Dexterity, Hand-Eye Coordination, Good Balance, Physical Strength 	<ul style="list-style-type: none"> • Have the ability to bend, stretch, twist, Squat, or reach with your body, arms, and/or legs and doing such movements as climbing, lifting, balancing, walking, stooping, and handling of materials. • The ability to make precisely coordinated movements of the fingers of one or both hands to grasp, manipulate, or assemble very small objects. • Must have the ability to lift 50 lbs of weight. Ex. Building materials, equipment, etc. • Have the ability to use your abdominal and lower back muscles to support part of the body repeatedly or continuously over time without 'giving out' or fatiguing.
<p>Critical Thinking/ Sensory/ Observation/ Reasoning Skills</p>	<p>Candidate/student must:</p> <ul style="list-style-type: none"> • Be able to use logic and reasoning faculties to identify problems and determine a prudent solution that measures the strengths and weaknesses against each other when making the final decision. • Be attentive in the classroom, observe demonstrations and actively participate in lab module. • Be able to problem solve and diagnose a situation. • Be able to recognize potential problems on a job site. • Must work to achieve level 5 in Math, Reading and Locating Information with Key Train (a skills refresher program). 	<ul style="list-style-type: none"> • Demonstrate problem solving skills. • Understanding written sentences and paragraphs in work related documents. • These observational skills require the functional use of vision, hearing, and other sensory modalities. • Synthesize information regarding general and specific safety practices that can be applied to any given situation. • Read, Interpret and apply blueprint symbols, legends and keynotes to specific plan details and specification sheets. • Read, infer, and locate information in text, manual, schematics, etc. • Perform fractions, decimals, percent and complete word problems when measuring, calculating building materials needing for a project.

<p>Behavioral / Social Skills and Professionalism</p>	<ul style="list-style-type: none"> • Candidate/student must have sufficient interpersonal skills for successful interactions, supervisors and fellow workers. • Possess an intellectual background that supports a social, emotional, and cultural, environment. • Must possess the intellectual well-being that requires the exercise of sound judgment, the prompt completion of all classroom and lab project responsibilities. • Must be able to adapt to changing environments, demonstrate flexibility, and learn to function in the difficult and stressful situations which are inherent in the educational and construction processes. • Must have the ability to develop organizational skills necessary to meet deadlines and manage time. • Student will be expected to learn and apply workplace responsibilities. • Personal Self-Control. 	<ul style="list-style-type: none"> • Be able to receive and apply constructive criticism to your personal use and to the benefit of the project. • Utilize good personal hygiene, a neat appearance and put forward the conduct of an industry professional. • Be willing to cooperate with others and develop team building skills. • Demonstrate attributes of empathy, integrity, concern for others, interpersonal skills, interest and motivation. • Be an honest and ethical worker. Be pleasant with others and display a good-natured, cooperative attitude. Be careful to complete your assigned tasks in a timely approach. • Maintain self-composure, keep emotions in check, maintain your anger, and manage aggressive behavior in all situations.
<p>Communication Skills</p>	<ul style="list-style-type: none"> • Candidate/student must be able to communicate in writing, reading, and verbally using the English language. • Give full attention to what other people are saying, understand points being made, and to ask appropriate questions. 	<ul style="list-style-type: none"> • Write a clear and legibly thought on paper or computer screen that all English speaking people can comprehend. • Read and comprehend the assigned chapters in text and manuals and answer the questions at the end of the chapter. • Have the communication skills necessary to interact with instructors, peers, and contractors. • Create a simple but concise shop drawing of a plan detail.
<p>Working Conditions</p>	<ul style="list-style-type: none"> • Candidate/student will be working with hazardous chemicals and high voltages. • Must have the ability to work in various environments. • Must meet work environment criteria at time of employment. • Able to work with group or team • Wear protective safety equipment. <p>NOTE: At time of employment may be expected to have a resume, a valid Driver's License, be EPA certified in refrigerant handling, pass a drug test, pass a background check, and documentation to legally work in the United States.</p>	<ul style="list-style-type: none"> • Work with Refrigerants that will be disposed of through proper procedures and business agents. • Work with natural and propane gas in heating equipment. Work with solvents, oxy-acetylene torches as well as mineral and synthetic oils. • Measure and work with 120, 208, 240, 277 and 480 volts. • Must be willing to comply with OSHA standards. • Must be willing and able to work at ladder heights, in attics, basements, crawl spaces, outside in inclement weather. <p>NOTE: Many companies have specific requirements that must be met before hiring.</p>

OFFICE USE
ONLY
Date Received

PLEASE COMPLETE THIS FORM AND RETURN IT TO THE INSTRUCTOR.
TECHNICAL STANDARDS FOR ENROLLMENT IN **BUILDING 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 **Building 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, codirector@washburn.edu.