





## **HISTORY OF THE INSTITUTE**

The Wichita Technical Institute was established in January 1954, for the primary purpose of creating an educational institution to provide educational facilities for those individuals seeking to become properly trained as qualified electronics and computer technicians through an intense hands-on training program.

Over the years, electronics circuitry, electronics devices, instrumentation and industrial practices have become so sophisticated, that the subject matter and basics of yesterday are no longer applicable today. Accordingly, W.T.I. curriculum, laboratory, instruction and instrumentation have adapted to the evolution of today's technology.

## **OBJECTIVES OF THE INSTITUTE**

The major objective of the Wichita Technical Institute is to provide programs which enable the students to become employable in the fields of their choice upon graduation with knowledge and experience that will enhance rapid advancement through performance and productivity on the job.

The second objective of the Institute is to provide the students with the basic knowledge and skills required for continued study in each, or all, of the specialized fields.

The Institute's third objective is to provide an up-to-date training program, and to set standards of education that will help each individual student develop personal character and self-respect that are vital to their continued success after graduation.

## **ACCREDITATION AND APPROVALS**

The Accrediting Commission of Career Schools and Colleges accredits Wichita Technical Institute. Also, WTI is approved for operation by the Kansas Board of Regents. WTI is approved for veteran training.



## **PROGRAM ADVISORY COMMITTEE**

Wichita Technical Institute maintains an active Advisory Committee, that represents diversified industries. Our close relationship with industry serves to keep WTI programs current to industries' needs and to strengthen the qualifications of WTI graduates.

The Committee provides a source of input to consistently evaluate our training program. The Committee members assist with our technical and equipment needs, guest speakers and human-relation skills.

## **SCOPE OF PROGRAMS**

The students learn basic and advanced theory, along with how to apply their knowledge. Students are stimulated to find out for themselves the theory and principle of their fields of study. Scientific method, analysis, and logical deduction mark this aspect of their learning. In this respect, WTI courses present students with a challenging educational experience which prepares them for successful careers.

Classroom work, both ground and online, is essential; however, a great deal of emphasis is placed on laboratory practices at WTI - because knowledge in your head has no value unless you can use it to guide your hands as a technician.

## **SCHEDULE OF CLASSES**

### **Blended Courses:**

Two ground days between Monday and Thursday between the hours of 8:00 AM to 12:50 PM for morning students or 5:40 PM to 10:30 PM for evening students. Online activities can occur from Sunday 12:00 AM to Saturday 11:59 PM.

### **100% Online Courses:**

Online activities can occur from Sunday 12:00 AM to Saturday 11:59 PM. For students enrolled in 100% online programs, students are responsible to complete the coursework within the prescribed time frames.

## **WTI - MAIN CAMPUS**

2051 S. Meridian Ave. Wichita, KS 67213

Phone: (316) 943-2241

Fax: (316) 943-5438

[www.wti.edu](http://www.wti.edu)



## **WTI COURSES**

### **Electronic Systems Technology - Diploma Program or AOS Degree Program**

This program helps graduates begin to prepare for careers in a variety of entry-level electronics technician positions, such as avionics, communications, computers and industrial electronics. The program introduces students to certain circuits and specialized techniques used in the electronics field. The program is taught using a combination of theory and practical application in a laboratory environment. The AOS Degree Program has five general education classes and one additional core class.

### **Computer Technology and Network Administration - Diploma Program**

The objective of this program is to prepare students to perform tasks for entry-level employment as a Computer Service Technician or Network-ing Systems Technician. This program prepares students to perform tasks associated with installing, upgrading and maintaining computer network systems in a LAN/WAN environment. The course is taught using a combination of theory and practical applications in a laboratory environment.

### **Heating, Air Conditioning and Refrigeration - Diploma Program**

Graduates from this program are employable in an entry-level position as a Heating, Air Conditioning and Refrigeration Technician. Students will understand electrical theory and refrigeration cycle principles as it applies to HVAC/R systems. The course is taught using a combination of theory and practical applications in a laboratory environment.

### **Medical Assistant - Diploma Program**

The Medical Assistant program is designed to prepare the student for an entry-level position in a physician's office, a medical clinic, or laboratory. The program prepares the graduate to perform various technical and administrative skills in order to function as a member of a health-care team. The student develops skills in phlebotomy, electrocardiograms, medication administration, minor surgical techniques, emergency medical procedures and office procedures. All graduates of the program are eligible for registry with American Medical Technologist (AMT) as a Registered Medical Assistant after passing the RMA examination for medical assistants.

### **Medical Insurance Billing and Coding Specialist - Diploma Program**

The Medical Insurance Billing & Coding program will provide the student with entry-level skills to perform processing, reporting, security and management of health information within the health-care setting.

During this program, the student will learn the basic concepts and procedures to perform the tasks involved in health insurance as well as insurance claim forms. The student will gain knowledge of basic coding definitions and apply those codes to medical documentation. This program offers simulated practice where students manually and electronically prepare insurance claims. Health information specialists and medical billers/coders are trained professional members of the business and operations staff of today's healthcare industry. After completion of this program, students are ready to sit for the Certified Professional Coder exam given through the American Academy of Professional Coders to become a Certified Professional Coder-Apprentice (CPC-A).

### **Pharmacy Technician - Diploma Program**

Due to the increasing numbers of middle-aged and elderly people in the United States and abroad, Certified Pharmacy Technicians will be in demand. This program is designed to prepare the graduate for an entry-level position in the field of Pharmacopeia assisting the Pharmacist. The students will develop skills with mixing and measuring medications, customer service, assist filling prescriptions for the customer, maintaining patient profiles within the electronic management system, handling insurance claims in regards to electronic transmission, receiving prescriptions physically or electronically and maintaining inventory. The student will also be trained in first-aid and CPR for emergency situations. After the completion of the Pharmacy Technician Program at WTI, the student will be eligible to schedule and take the PTCB Pharmacy Technician Certification Examination. Once the graduate passes the PTCB Pharmacy Technician Certification Examination, he/she will be eligible to register with the state of his/her choice and accept employment opportunities, which could encompass proprietary, hospital inpatient/outpatient and retail organizational pharmacies within the national base of the United States.

## **CAREER SERVICES ASSISTANCE**

Friendly and cooperative relations are maintained with business, management and employment services in the area. Cooperation with business and industry keeps the school aware of the current needs and employment opportunities. This information is utilized to assist students in their job search after graduation.

This service is available not only at graduation, but at any future time.

## **ADMISSIONS INFORMATION**

Any person interested in attending Wichita Technical Institute should contact the Admissions Office for information. All applicants must either hold a diploma from an accredited high school or have passed the General Education Development (GED) test. Interested parties are encouraged to request an appointment in advance to visit the school while classes are in regular session, tour the facilities of the school and observe the classes and laboratories in operation.

Plan to spend sufficient time at the school so that you can become thoroughly familiar with its aims and objectives.

Discuss with school officials any specific questions you wish to ask and determine the exact procedure to be followed to qualify and file application for admission.

## **FINANCIAL AID**

In the case that students or parents lack the necessary financial resources, there are programs available to assist in meeting the cost of education if the student meets the eligibility requirements. WTI is eligible to participate in Federally Funded programs for financial aid, including grants and loans.

For those who do not wish to participate in the Federally Funded programs that are available, WTI has a payment plan that may assist with education expenses. The financial aid office will be pleased to discuss these financial aid programs to work out a program that will fit each personal budget.





# **ELECTRONIC SYSTEMS TECHNOLOGY**

DIPLOMA PROGRAM

60 WEEKS

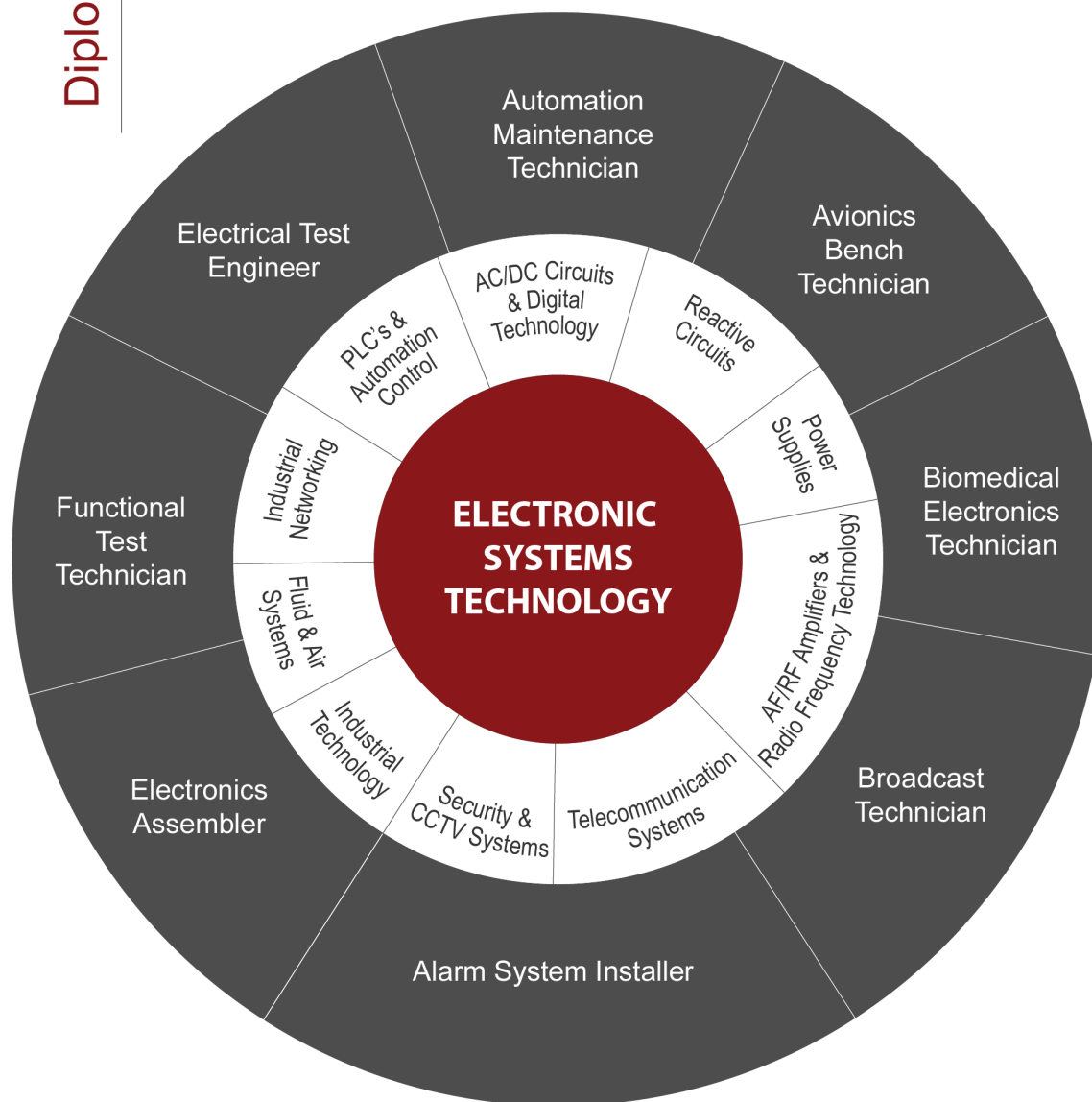




## Diploma Program

### ELECTRONIC SYSTEMS TECHNOLOGY

1. This program helps graduates begin to prepare for careers in a variety of entry-level electronics technician positions, such as avionics, communications, computers, and industrial electronics. The program introduces students to certain circuits and specialized techniques used in the electronics field. The program is offered in a blended format offering students the flexibility to attend classes both in person and online. The program is taught using a combination of theory and practical application in a laboratory environment. To be considered for enrollment into this program, all admissions requirements must be met.



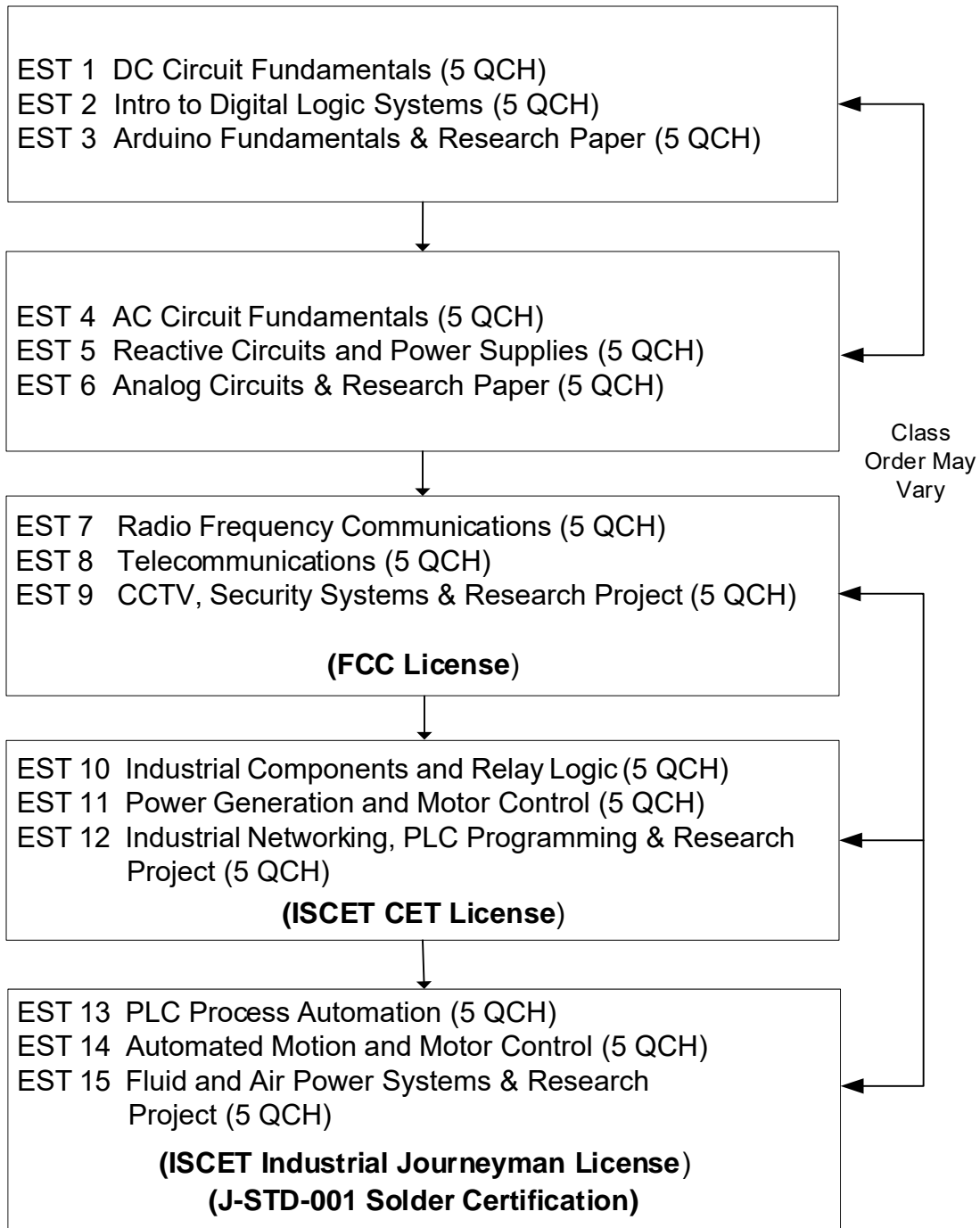
The center of the wheel identifies the program. The inside ring names some of the courses within the program that can help the student develop skills and knowledge to obtain the type of entry-level positions identified in the outer ring.

Go to [wti.edu](http://wti.edu) to access information on the programs of study offered at the WTI campuses ("Programs"), including, among other things: the occupations that each Program can help students prepare to enter; the on-time graduation rate for each Program; the costs associated with each Program; the placement rate for students who completed each Program; and the median loan debt incurred by students who completed each Program.



# Wichita Technical Institute

## Electronic Systems Technology



**75 Quarter Credit Hour Diploma Program**  
**Total Program Length is 60 Weeks**

## FREQUENTLY ASKED QUESTIONS

### **Q: What is the FCC/General Radiotelephone Operator License?**

A: FCC License is required to adjust, maintain, or internally repair FCC licensed radiotelephone transmitters in the aviation, maritime, and international fixed public communications broadcast services. It conveys all of the operating authority of the MP. This license is recognized internationally. Once this license is obtained it does not expire.

### **Q: What is the CET Exam?**

A: A technician or student in electronics with less than four years of experience may take the associate level exam. The exam must be passed with a score of 75% or better. This multiple-choice test covers basic electronics, math, DC and AC circuits, transistors and troubleshooting. A successful associate CET will receive a wall certificate valid for four years and is eligible to join ISCET, the International Society of Certified Electronics Technicians. This certification is recognized internationally.

### **Q: What is the ISCET Industrial Journeyman License?**

A: In order to become ISCET Industrial Journeyman certified, you must first pass the ISCET Associate CET Certification.

The Industrial Journeyman Certification focuses on the installation and maintenance of industrial control devices and automation. This certification exam covers a variety of information from basic electronics, digital logic systems, OpAmps, programmable logic controllers, ladder logic, fluid and air power as well as industrial automation troubleshooting. By obtaining the ISCET Industrial Journeyman Certification it will show employers that you possess the knowledge and potential skills to work as an Industrial Maintenance Technician.

### **Q: What is the ANSI-J-Standard Solder Certification?**

A: It is a solder certification program that remains valid for 2 years, covering soldering wiring and terminals, through hole soldering, surface mount soldering and inspection.

**FULL TIME CLASSES**

Classes are scheduled for 20 hours of blended education each week. Students will spend 10 hours online and 10 hours on campus.

Wichita Technical Institute's **Electronic Systems Technology** program consists of the following classes:

- EST 1 DC Circuit Fundamentals
- EST 2 Intro to Digital Logic Systems
- EST 3 Arduino Fundamentals and Research Paper
- EST 4 AC Circuit Fundamentals
- EST 5 Reactive Circuits and Power Supplies
- EST 6 Analog Circuits and Research Paper
- EST 7 Radio Frequency Communications
- EST 8 Telecommunications
- EST 9 CCTV, Security Systems and Research Project
- EST 10 Industrial Components and Relay Logic
- EST 11 Power Generation and Motor Control
- EST 12 Industrial Networking, PLC Programming and Research Project
- EST 13 PLC Process Automation
- EST 14 Automated Motion and Motor Control
- EST 15 Fluid and Air Power Systems and Research Project

**Financial Aid Available for Those Who Qualify**

1. Pell Grant Program
2. Federal Aid Direct Loans - Subsidized and Unsubsidized
3. Approved for Veteran Rehabilitation Training

**Qualifications for Admission**

1. Personal interview and recommendation from an Admissions Advisor
2. Must have a High School Diploma or G.E.D. equivalent
3. Cannot be colorblind





# **ELECTRONIC SYSTEMS TECHNOLOGY**

AOS DEGREE PROGRAM

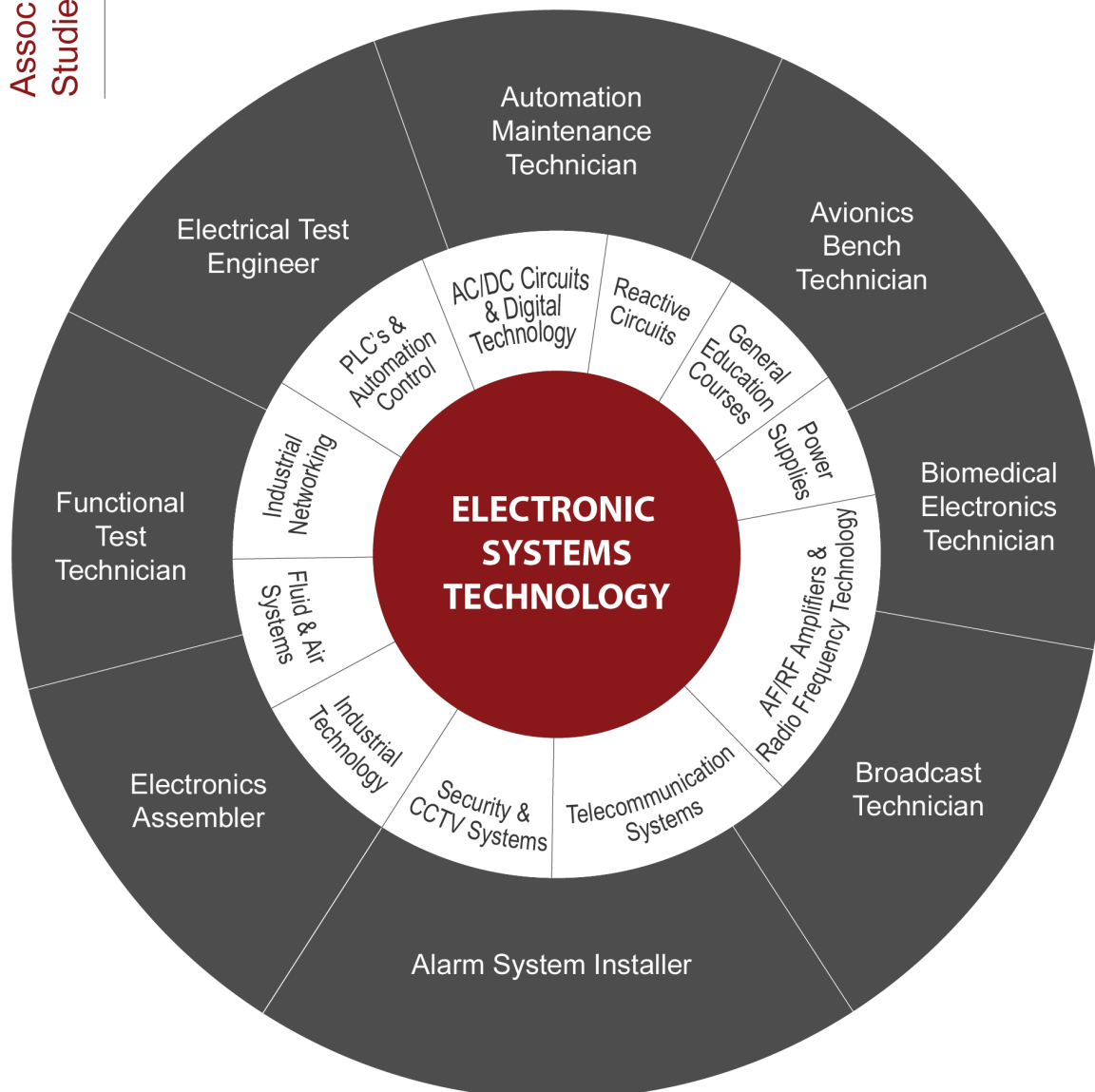
72 WEEKS





## ELECTRONIC SYSTEMS TECHNOLOGY

1. This program helps graduates begin to prepare for careers in a variety of entry-level electronics technician positions, such as avionics, communications, computers, and industrial electronics. The program introduces students to certain circuits and specialized techniques used in the electronics field as well as. In order to provide the students with a well-rounded quality educational experience; students will be introduced to general education college-level courses that will afford them the future security of an Associates of Occupational Studies degree. The program is offered in a blended format offering students the flexibility to attend classes both in person and online. The program is taught using a combination of theory and practical application in a laboratory environment. To be considered for enrollment into this program, all admissions requirements must be met.



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# Wichita Technical Institute

## Electronic Systems Technology Associates of Occupational Studies Degree Program

EST 200 DC Circuit Fundamentals (4 QCH)  
EST 210 Intro to Digital Logic Systems (4 QCH)  
EST 220 Arduino Fundamentals & Research Paper (4 QCH)  
101 Microsoft Office 365 (3 QCH)

EST 230 AC Circuit Fundamentals (4 QCH)  
EST 240 Reactive Circuits and Power Supplies (4 QCH)  
EST 250 Analog Circuits & Research Paper (4 QCH)  
102 Basic College Math (3 QCH)

EST 300 Radio Frequency Communications (5 QCH)  
EST 310 Telecommunications (5 QCH)  
EST 320 CCTV, Security Systems & Research Project (5 QCH)  
**(FCC License)**

EST 330 Industrial Components and Relay Logic (5 QCH)  
EST 340 Power Generation and Motor Control (5 QCH)  
EST 350 Industrial Networking, PLC Programming & Research Project (5 QCH)  
**(ISCET CET License)**

EST 360 PLC Process Automation (5 QCH)  
EST 370 Automated Motion and Motor Control (5 QCH)  
EST 380 Fluid and Air Power Systems & Research Project (5 QCH)  
**(ISCET Industrial Journeyman License)  
(J-STD-001 Solder Certification)**

EST 400 Printed Circuit Board Design & Final Technical Project (6 QCH)  
103 Interpersonal Communications (3 QCH)  
104 Technical Writing (3 QCH)  
105 Ethics (3 QCH)

Class  
Order May  
Vary

**90 Quarter Credit Hour Degree Program  
Total Program Length is 72 Weeks**

## FREQUENTLY ASKED QUESTIONS

### **Q: What is the FCC/General Radiotelephone Operator License?**

A: FCC License is required to adjust, maintain, or internally repair FCC licensed radiotelephone transmitters in the aviation, maritime, and international fixed public communications broadcast services. It conveys all of the operating authority of the MP. This license is recognized internationally. Once this license is obtained it does not expire.

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### **Q: What is the ANSI-J-Standard Solder Certification?**

A: It is a solder certification program that remains valid for 2 years, covering soldering wiring and terminals, through hole soldering, surface mount soldering and inspection.

## FULL TIME CLASSES

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Wichita Technical Institute's **Electronic Systems Technology** program consists of the following classes:

### Program (CORE CLASSES)

- EST 200 DC Circuit Fundamentals
- EST 210 Intro to Digital Logic Systems
- EST 220 Arduino Fundamentals and Research Paper
- EST 230 AC Circuit Fundamentals
- EST 240 Reactive Circuits and Power Supplies
- EST 250 Analog Circuits and Research Paper
- EST 300 Radio Frequency Communications
- EST 310 Telecommunications
- EST 320 CCTV, Security Systems and Research Project
- EST 330 Industrial Components and Relay Logic
- EST 340 Power Generation and Motor Control
- EST 350 Industrial Networking, PLC Programming and Research Project
- EST 360 PLC Process Automation
- EST 370 Automated Motion and Motor Control
- EST 380 Fluid and Air Power Systems and Research Project
- EST 400 Printed Circuit Board Design and Final Technical Project

### General Education Courses

- 101 Microsoft Office 365
- 102 Basic College Math
- 103 Interpersonal Communications
- 104 Technical Writing
- 105 Ethics

### Financial Aid Available for Those Who Qualify

1. Pell Grant Program
2. Federal Aid Direct Loans - Subsidized and Unsubsidized
3. Approved for Veteran Rehabilitation Training

### Qualifications for Admission

1. Personal interview and recommendation from an Admissions Advisor
2. Must have a High School Diploma or G.E.D. equivalent
3. Cannot be colorblind





# **COMPUTER TECHNOLOGY & NETWORK ADMINISTRATION**

DIPLOMA PROGRAM

48 WEEKS



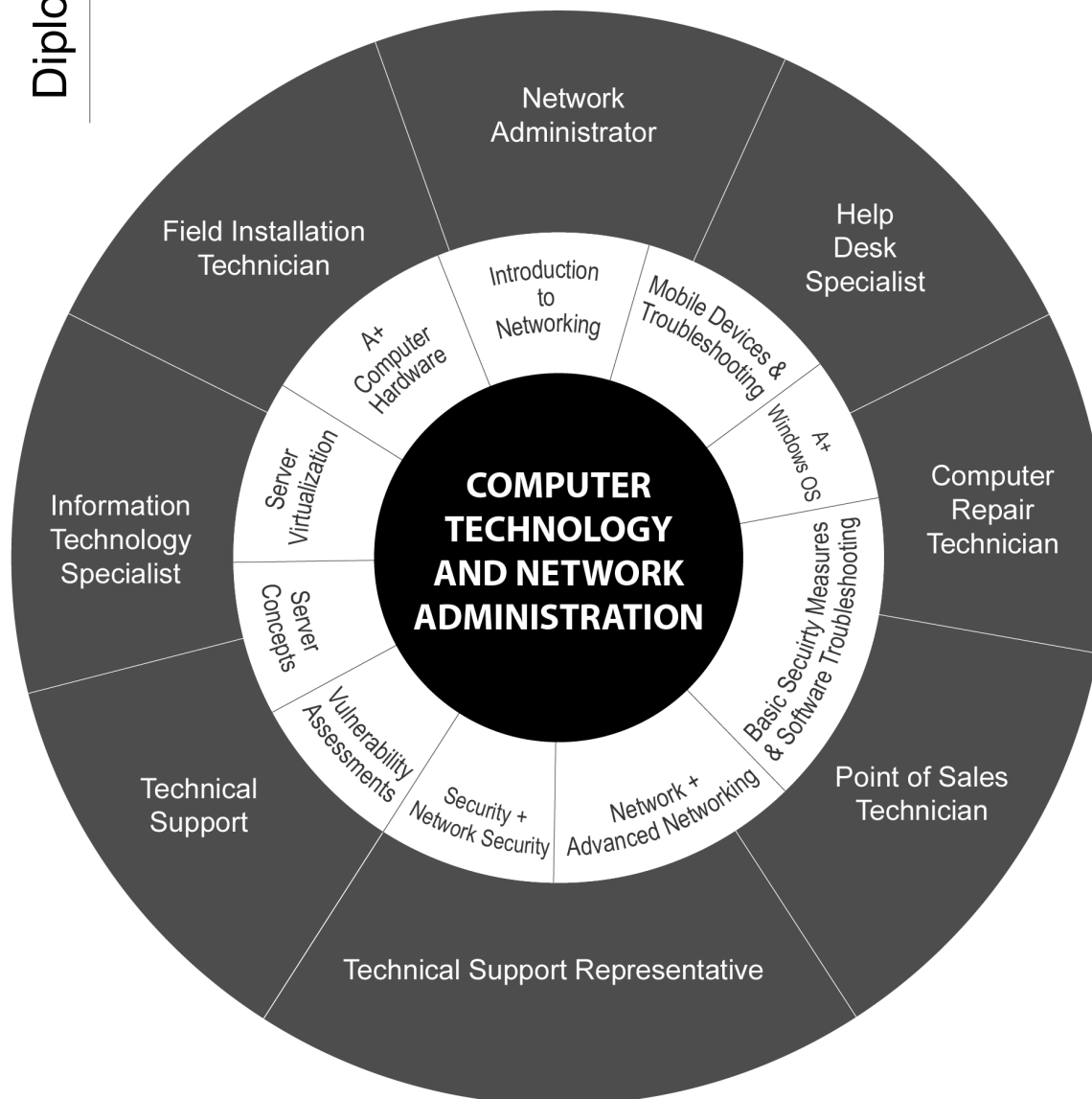




## Diploma Program

### COMPUTER TECHNOLOGY AND NETWORK ADMINISTRATION

1. The objective of this program is to prepare students to perform tasks for entry-level employment as a Computer Service Technician or Networking Systems Technician. This program prepares students to perform tasks associated with installing, upgrading, and maintaining computer network systems in a LAN/WAN environment. The program is offered in a blended format offering students the flexibility to attend classes both in person and online. The course is taught using a combination of theory and practical applications in a laboratory environment. To be considered for enrollment into this program, all admissions requirements must be met.



The center of the wheel identifies the program. The inside ring names some of the courses within the program that can help the student develop skills and knowledge to obtain the type of entry-level positions identified in the outer ring.

Go to [wti.edu](http://wti.edu) to access information on the programs of study offered at the WTI campuses ("Programs"), including, among other things: the occupations that each Program can help students prepare to enter; the on-time graduation rate for each Program; the costs associated with each Program; the placement rate for students who completed each Program; and the median loan debt incurred by students who completed each Program.

# Wichita Technical Institute

## Computer Technology & Network Administration

CTNA 1 - A+, Computer Hardware (5QCH)  
CTNA 2 - A+, Introduction to Networking (5QCH)  
CTNA 3 - A+, Mobile Devices and Network Troubleshooting (5QCH)

**(A+ 1101 Certification)**

CTNA 4 - A+, Windows Operating Systems (5QCH)  
CTNA 5 - A+, Basic Security Measures (5QCH)  
CTNA 6 - A+, Software Troubleshooting (5QCH)

**(A+ 1102 Certification)**

CTNA 7 - Networking, Topologies and Infrastructures (5QCH)  
CTNA 8 - Networking, Network Management & Troubleshooting (5QCH)  
CTNA 9 - Networking, Network Security (5QCH)

CTNA 10 - Security, Security and Network Infrastructure (5QCH)  
CTNA 11 - Security, Network Security (5QCH)  
CTNA 12 - Security, Security Policies & Vulnerability Assessments  
& Research Project (5QCH)

Class Order  
May Vary

**Diploma Program**  
**60 Quarter Credit Hours**  
**Total Program Length is 48 Weeks**

## FREQUENTLY ASKED QUESTIONS

**Q: What is Comp TIA A+ Hardware?**

A: CompTIA A+ Hardware covers PC hardware and peripherals, mobile device hardware, networking and troubleshooting hardware and network connectivity issues.

**Q: What is Comp TIA A+ Software?**

A: CompTIA A+ Software covers installing and configuring operating systems including Windows, iOS, Android, Apple OS X and Linux. It also addresses security, the fundamentals of cloud computing and operational procedures.

**Q: What is Comp TIA A+ Certification?**

A: Having an A+ certification proves that you have a broad base of knowledge and competency in core hardware and operating system technologies including installation, configuration, diagnosing, preventive maintenance and basic networking of computers in the Information Technology (I.T.) Field. An individual must pass both the CompTIA A+ Software and the CompTIA A+ Hardware to gain their A+ Certification. This certification is recognized internationally.

**FULL TIME CLASSES** Classes are scheduled for 20 hours of blended education each week. Students will spend 10 hours online and 10 hours on campus.

Wichita Technical Institute's **Computer Technology & Network Administration Diploma** program consists of the following classes:

**Technical Courses -**

- CTNA 201 A+ Computer Hardware
- CTNA 202 A+ Introduction to Networking
- CTNA 203 A+ Mobile Devices and Network Troubleshooting
- CTNA 204 A+ Windows Operating Systems
- CTNA 205 A+ Basic Security Measures
- CTNA 206 A+ Software Troubleshooting
- CTNA 207 Networking, Topologies and Infrastructures
- CTNA 208 Networking, Network Management & Troubleshooting
- CTNA 209 Networking, Network Security
- CTNA 210 Security, Security and Network Infrastructure
- CTNA 211 Security, Network Security
- CTNA 212 Security, Security Policies & Vulnerability Assessments & Research Project

**Financial Aid Available for Those Who Qualify**

1. Pell Grant Program
2. Federal Direct Loans - Subsidized and Unsubsidized
3. Approved for Veteran Rehabilitation Training

**Qualifications for Admission**

1. Personal interview and recommendation from an Admissions Advisor
2. Must have a High School Diploma or G.E.D. equivalent





# **HEATING, AIR CONDITIONING & REFRIGERATION TECHNOLOGY**

DIPLOMA PROGRAM

48 WEEKS

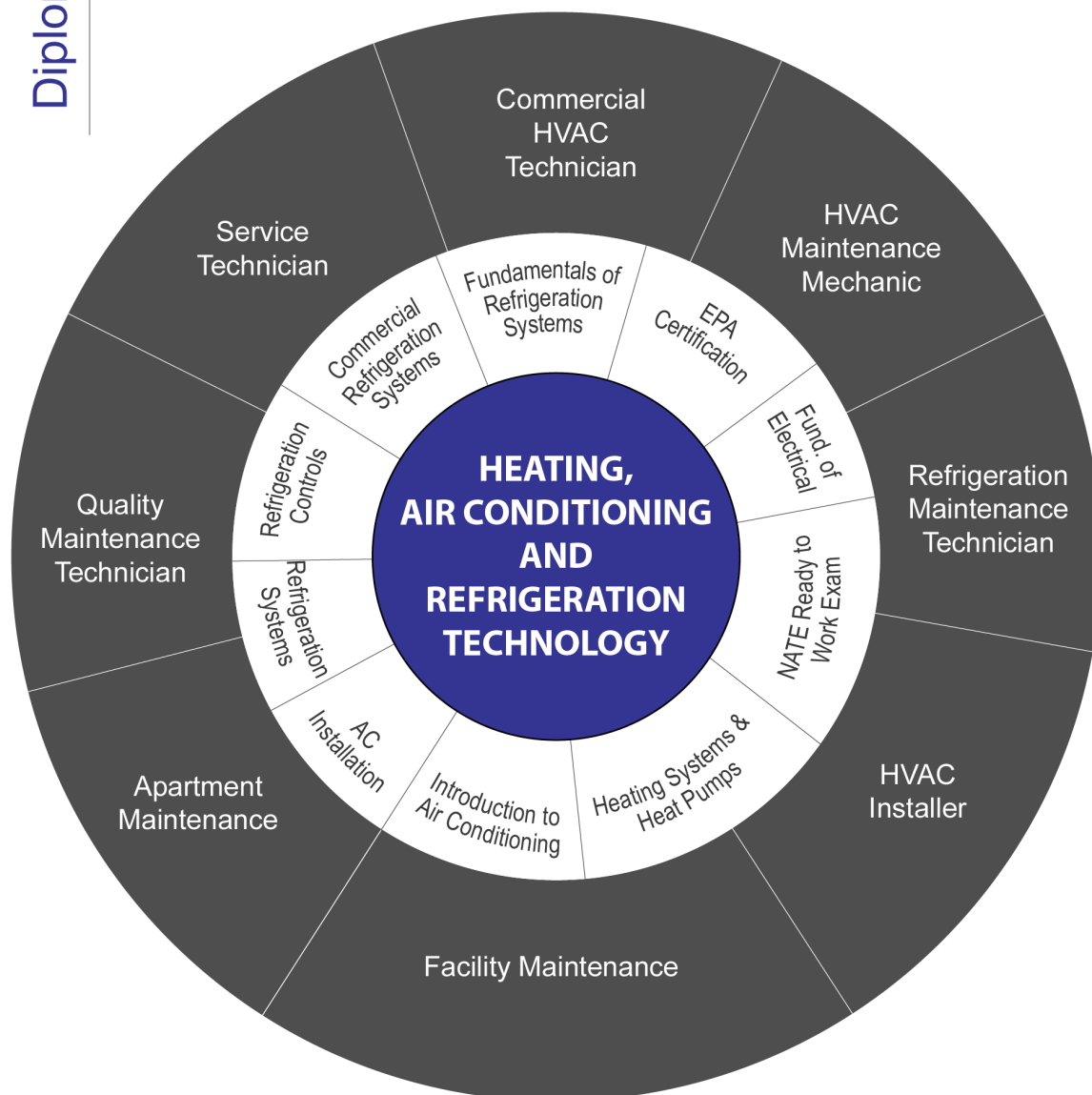




## Diploma Program

### HEATING, AIR CONDITIONING AND REFRIGERATION TECHNOLOGY

1. Graduates from this program are employable in an entry-level position as a Heating, Air Conditioning, and Refrigeration Technician. The program is offered in a blended format offering students the flexibility to attend classes both in person and online. Students will understand electrical theory and refrigeration cycle principles as it applies to HVAC/R systems. The course is taught using a combination of theory and practical applications in a laboratory environment. To be considered for enrollment into this program, all admissions requirements must be met.

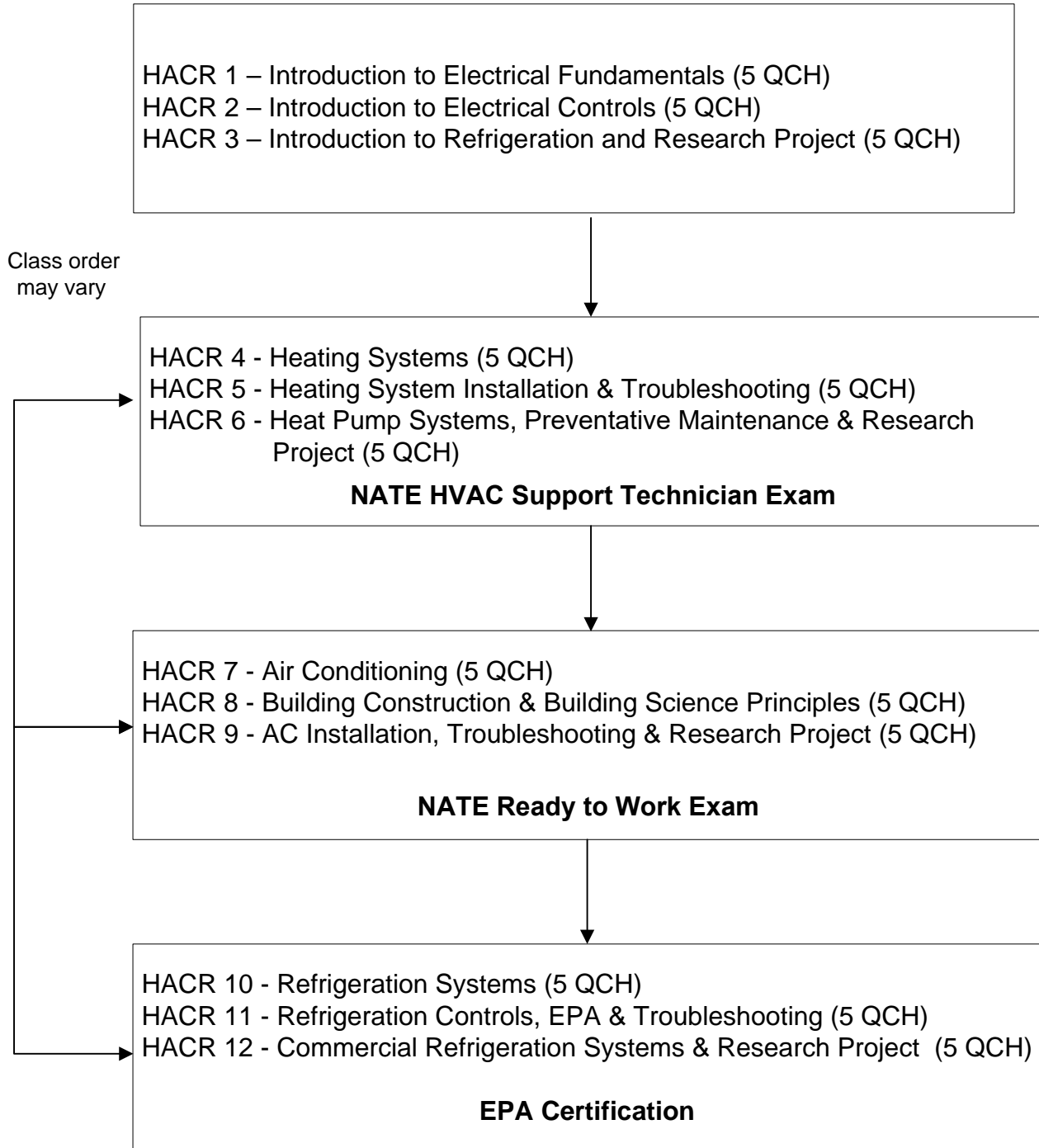


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# Wichita Technical Institute

## Heating, Air Conditioning and Refrigeration Technology



**60 Quarter Credit Hour Diploma Program**  
**Total Program Length is 48 Weeks**

## FREQUENTLY ASKED QUESTIONS

### **Q: What is the EPA 608 Universal Certification?**

A: HVAC/R Technicians receiving the EPA 608 Universal Certification are qualified to recover refrigerant during maintenance, service or repair of small appliances, high-pressure and low-pressure equipment. They are certified to work on any type of air conditioning and refrigeration equipment except for motor vehicle air conditioning.

### **Q: What is the NATE HVAC Support Technician Exam**

A: The HVAC Support Technician exam tests a candidate's general knowledge and HVAC-specific knowledge in the areas of safety, tools, heat transfer, comfort, basic science, basic electrical, installation, planned maintenance, system components, and design considerations.

### **Q: What is the NATE Ready to Work Exam**

A: The Ready to Work exam tests a candidate's knowledge of the fundamental job knowledge and skills for an entry-level technician in the areas of component identification, tools, measurements, electrical safety, general safety, and basic heat transfer.

### **Q: Is the HVAC/R Journeyman Certification?**

A: The HVAC/R Journeyman Certification is a multiple choice test that tests an individual's knowledge of mechanical code and practical knowledge of the HVAC/R industry. By obtaining the Journeyman Certification an individual is licensed to work on a job site without supervision for maintenance and repair work.

**FULL TIME CLASSES**

Classes are scheduled for 20 hours of blended education each week. Students will spend 10 hours online and 10 hours on campus.

Wichita Technical Institute's **Heating, Air Conditioning and Refrigeration** program consists of the following classes:

- HACR 1 Introduction to Electrical Fundamentals
- HACR 2 Introduction to Electrical Controls
- HACR 3 Introduction to Refrigeration & Research Project
- HACR 4 Heating Systems
- HACR 5 Heating Systems Installation & Troubleshooting
- HACR 6 Heat Pump Systems, Preventative Maintenance & Research Project
- HACR 7 Air Conditioning
- HACR 8 Building Construction & Building Science Principles
- HACR 9 AC Installation, Troubleshooting & Research Project
- HACR 10 Refrigeration Systems
- HACR 11 Refrigeration Controls, EPA & Troubleshooting
- HACR 12 Commercial Refrigeration Systems & Research Project

**Financial Aid Available for Those Who Qualify**

1. Pell Grant Program
2. Federal Aid Direct Loans - Subsidized and Unsubsidized
3. Approved for Veteran Rehabilitation Training

**Qualifications for Admission**

1. Personal interview and recommendation from an Admissions Advisor
2. Must have a High School Diploma or G.E.D. equivalent





# MEDICAL ASSISTANT

DIPLOMA  
PROGRAM

48 WEEKS







### MEDICAL ASSISTANT

1. The Medical Assistant program is designed to prepare the student for an entry-level position in a physician's office, a medical clinic, or a laboratory. The program prepares the graduate to perform various technical and administrative skills to function as a member of a healthcare team. The student develops skills in phlebotomy, electrocardiograms, medication administration, minor surgical techniques, emergency medical procedures, and office procedures. The program is offered in a blended format offering students the flexibility to attend classes both in person and online. All graduates of the program are eligible for registry with American Medical Technologist (AMT) as a Registered Medical Assistant after passing the RMA examination for medical assistants. To be considered for enrollment into this program, all admissions requirements must be met.

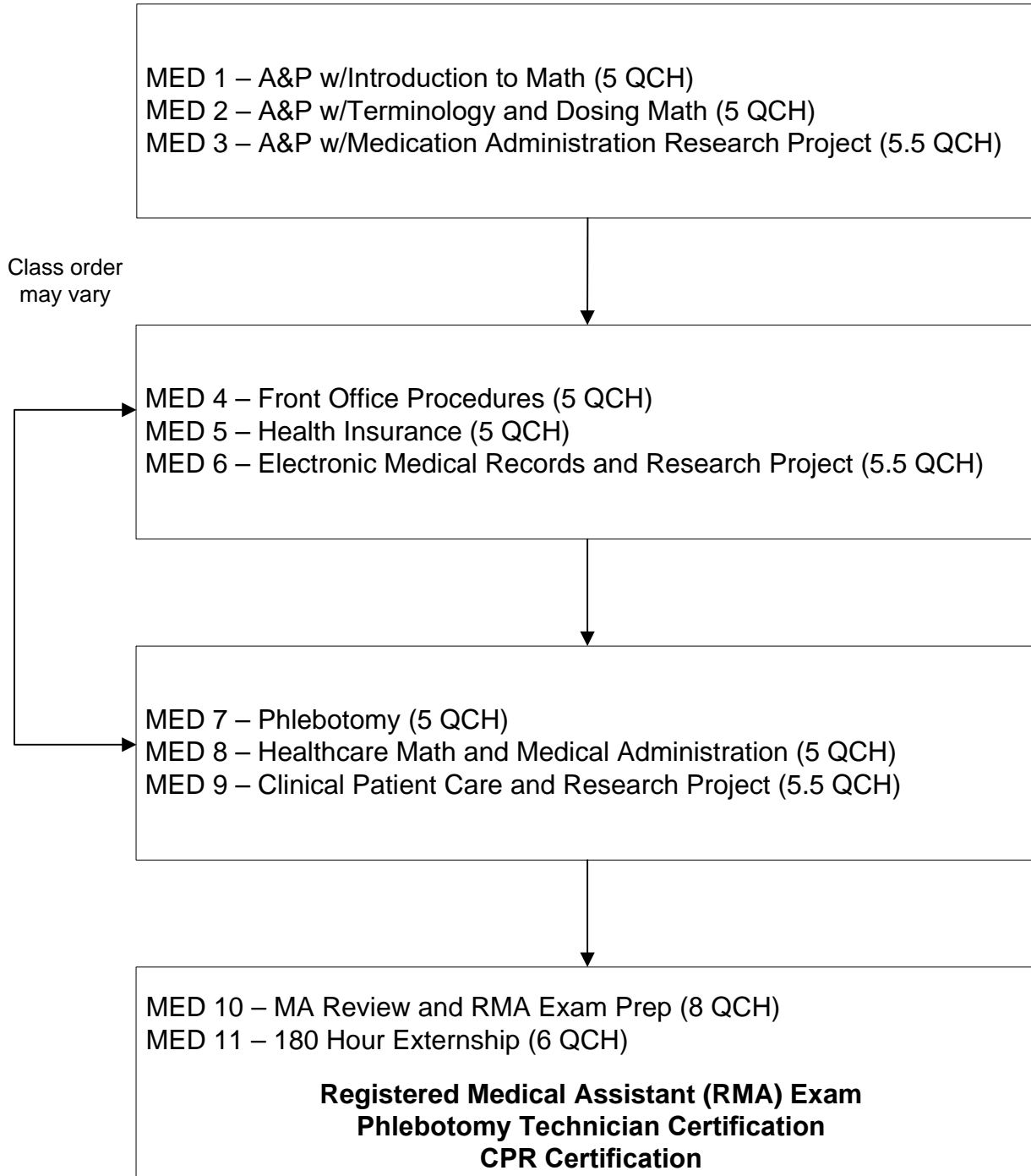


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# Wichita Technical Institute

## Medical Assistant Program



**60.5 Quarter Credit Hour Diploma Program**  
**Total Program Length is 48 Weeks**

## FREQUENTLY ASKED QUESTIONS

**Q: What will I be eligible for when I graduate from the Medical Assistant program?**

A: All graduates from the Medical Assistant program will be eligible for registry with the American Medical Technologists (AMT) as a Registered Medical Assistant after passing the AMT examination.

**Q: What is a Registered Medical Assistant?**

A: A certified medical assistant, who has met the educational and experience requirements and passed a national certification examination.

**Q: When do I take the AMT examination?**

A: The examination is taken after completion of graduation requirements.

**Q: Is the Registered Medical Assistant credential accepted nationwide?**

A: The RMA (AMT) credential is a national certification that is recognized in all 50 states.

**Q: Do I have to renew my certification?**

A: To maintain the RMA certification through AMT (American Medical Technologists), there is an annual fee of \$75 plus the requirement of completing 30 continuing education units (CEUs) within every 3 years (10 CEUs per year).

**FULL TIME CLASSES**

Classes are scheduled for 20 hours of blended education each week. Students will spend 10 hours online and 10 hours on campus.

Wichita Technical Institute's **Medical Assistant** program consists of the following classes:

- MED 1 A&P w/Introduction to Math
- MED 2 A&P w/Terminology and Dosing Math
- MED 3 A&P w/Medication Administration Research Project
- MED 4 Front Office Procedures
- MED 5 Health Insurance
- MED 6 Electronic Medical Records and Research Project
- MED 7 Phlebotomy
- MED 8 Healthcare Math and Medical Administration
- MED 9 Clinical Patient Care and Research Project
- MED 10 MA Review and RMA Exam Prep
- MED 11 180 Hour Externship

**Financial Aid Available for Those Who Qualify**

1. Pell Grant Program
2. Federal Direct Loans - Subsidized and Unsubsidized
3. Approved for Veteran Rehabilitation Training

**Qualifications for Admission**

1. Personal interview and recommendation from an Admissions Advisor
2. Must have a High School Diploma or G.E.D. equivalent

**Qualifications for Externship**

1. Must complete criminal background check before the 4th quarter
2. Must complete a urine drug screen
3. All immunizations must be up-to-date and proof of such is required
4. Hepatitis series must be completed
5. Current TB test results completed
6. All Medical Assistant students must be available for daytime Externship





# **MEDICAL INSURANCE BILLING & CODING**

DIPLOMA  
PROGRAM

48 WEEKS

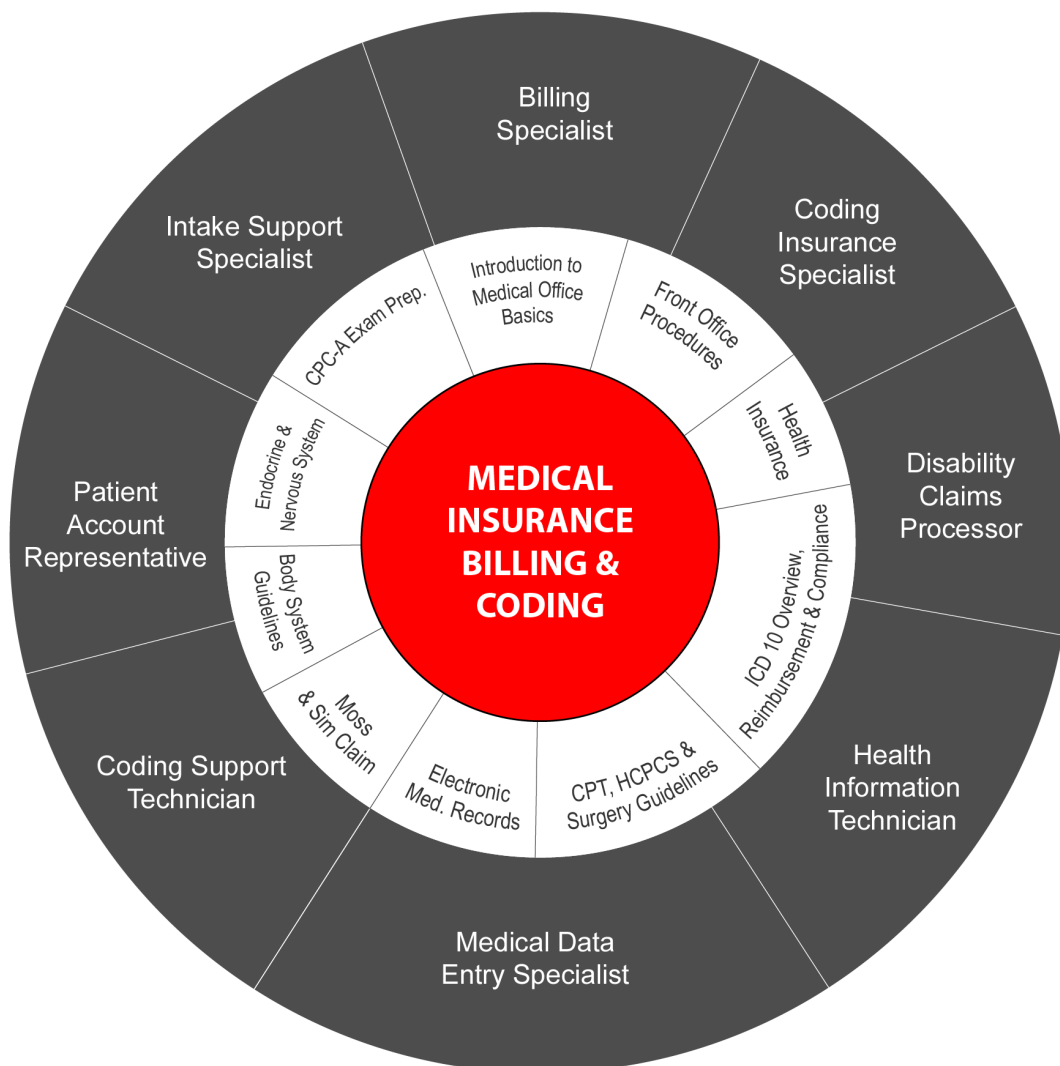






### MEDICAL INSURANCE BILLING AND CODING

1. The 100% online Medical Insurance Billing & Coding program will provide the student with entry-level skills to perform processing, reporting, security, and management of health information within the healthcare setting. During this four-quarter program, the student will learn the basic concepts and procedures to perform the tasks involved in health insurance as well as insurance claim forms. The student will gain knowledge of basic coding definitions and apply those codes to medical documentation. This program is offered in a 100% online format offering students the maximum flexibility to attend classes online. This program offers simulated practice where students manually and electronically prepare insurance claims. Health information specialists and medical billers/coders are trained professional members of the business and operations staff of today's healthcare industry. With today's constantly changing insurance and administrative information requirements in the medical field, they are important to the smooth operation of any medical office. Medical billers are an important part of the medical office by advocating between the patient and insurance companies, organizing information for medical statements, analyzing information for any errors, posting payments, and providing up-to-date reports to ensure the financial bottom line of the medical organization. Coders can help prevent legal difficulties and ensure that providers receive full reimbursement in a timely manner. A career in health information technology is challenging and offers a variety of opportunities. There are career options in doctor's offices, clinics, public health facilities, hospitals, nursing homes, and insurance agencies. After completion of this program, students are ready to sit for the Certified Professional Coder exam given through the American Academy of Professional Coders to become a Certified Professional Coder-Apprentice (CPC-A). To be considered for enrollment into this program, all admissions requirements must be met.



The center of the wheel identifies the program. The inside ring names some of the courses within the program that can help the student develop skills and knowledge to obtain the type of entry-level positions identified in the outer ring.

Go to [wti.edu](http://wti.edu) to access information on the programs of study offered at the WTI campuses ("Programs"), including, among other things: the occupations that each Program can help students prepare to enter; the on-time graduation rate for each Program; the costs associated with each Program; the placement rate for students who completed each Program; and the median loan debt incurred by students who completed each Program.

# Wichita Technical Institute

## Medical Insurance Billing & Coding

BC 100 – Introduction to Med-Terms & A & P (5 QCH)  
BC 110 – Additional Med-Terms & A & P (5 QCH)  
BC 120 – Comprehensive Med-Terms & A & P (5 QCH)

BC 130 - Intro to HC, Insurance, Data Processes, & Coding (5 QCH)  
BC 140 - Medical Necessity, Claims, Billing, & Collection Processes (5 QCH)  
BC 150 - Government Insurance, BCBS, Commercial Carriers, & Workman's Comp (5 QCH)

Class order  
may vary

BC 160 - Intro to ICD10-CM & Business of Medicine, Anatomy Review (5 QCH)  
BC 170 - Intro to CPT, Integumentary, Musculoskeletal, Respiratory, & Cardiovascular (5 QCH)  
BC 180 - Body Systems Specific Guidelines: Hemic & Lymphatic, Digestive, Urinary & Male, & Female (5 QCH)

BC 200 - Body Systems Specific Guidelines: Endocrine & Nervous, Eyes & Ears, Anesthesia, & Radiology (5 QCH)  
BC 210 - Body Systems Specific Guidelines: Path & Lab, Evaluation & Management, & Medicine (5 QCH)  
BC 220 - ICD 10/ CPT Review & HCPCS (5 QCH)

**Certified Professional Coder-Apprentice (CPC-A)**

**60 Quarter Credit Hour Diploma Program**  
**Total Program Length is 48 Weeks**

## FREQUENTLY ASKED QUESTIONS

**Q: What will I be eligible for when I graduate from the Medical Insurance Billing & Coding Program?**

A: All graduates from the Coding program will be eligible for registry with the American Academy of Professional Coders (AAPC) as a Certified Professional Coder after passing the CPC examination.

**Q: What is a Certified Professional Coder?**

A: A Certified Professional Coder, who has met the educational and experience requirements and passed a national certification examination. A Certified Professional Coder has the opportunity to work independently in a physician's office, insurance company, clinic, etc. assigning codes for insurance billing purposes.

**Q: When do I take the CPC Examination?**

A: The examination is taken after completion of all graduation requirements.

**Q: Is the Certified Professional Coder credential accepted nationwide?**

A: The CPC credential is a national certification that is recognized around the United States and in three other countries.

**Q: Do I have to renew my Certified Coding Specialist credential?**

A: The AAPC requires a \$125 per year membership fee plus gaining 36 Continuing Education Units (CEU) every 2 years which keeps your certificate active. The CEU's can be done through online tests, local seminars, workshops, and publications.

**ONLINE CLASSES**

Online activities can occur from Sunday 12:00 AM to Saturday 11:59 PM.

Wichita Technical Institute's **Medical Insurance Billing and Coding Specialist** program consists of the following classes:

- BC 100 Intro to Med-Terms & A & P
- BC 110 Additional Med-Terms & A & P
- BC 120 Comprehensive Med-Terms & A & P
- BC 130 Intro to HC, Insurance, Data Processes, & Coding
- BC 140 Medical Necessity, Claims, Billing, & Collection Processes
- BC 150 Government Insurance, BCBS, Commercial Carriers, & Workman's Comp.
- BC 160 Intro to ICD10-CM & Business of Medicine, Anatomy Review
- BC 170 Intro to CPT, Integumentary, Musculoskeletal, Respiratory, & Cardiovascular
- BC 180 Body Systems Specific Guidelines: Hemic & Lymphatic, Digestive, Urinary & Male, & Female
- BC 200 Body Systems Specific Guidelines: Endocrine & Nervous, Eyes & Ears, Anesthesia, & Radiology
- BC 210 Body Systems Specific Guidelines: Path & Lab, Evaluation & Management, & Medicine
- BC 220 ICD 10/ CPT Review & HCPCS

**Financial Aid Available for Those Who Qualify**

1. Pell Grant Program
2. Federal Aid Direct Loans - Subsidized and Unsubsidized
3. Approved for Veteran Rehabilitation Training

**Qualifications for Admission**

1. Personal interview and recommendation from an Admissions Advisor
2. Must have a High School Diploma or G.E.D. equivalent





# **PHARMACY TECHNICIAN**

DIPLOMA PROGRAM

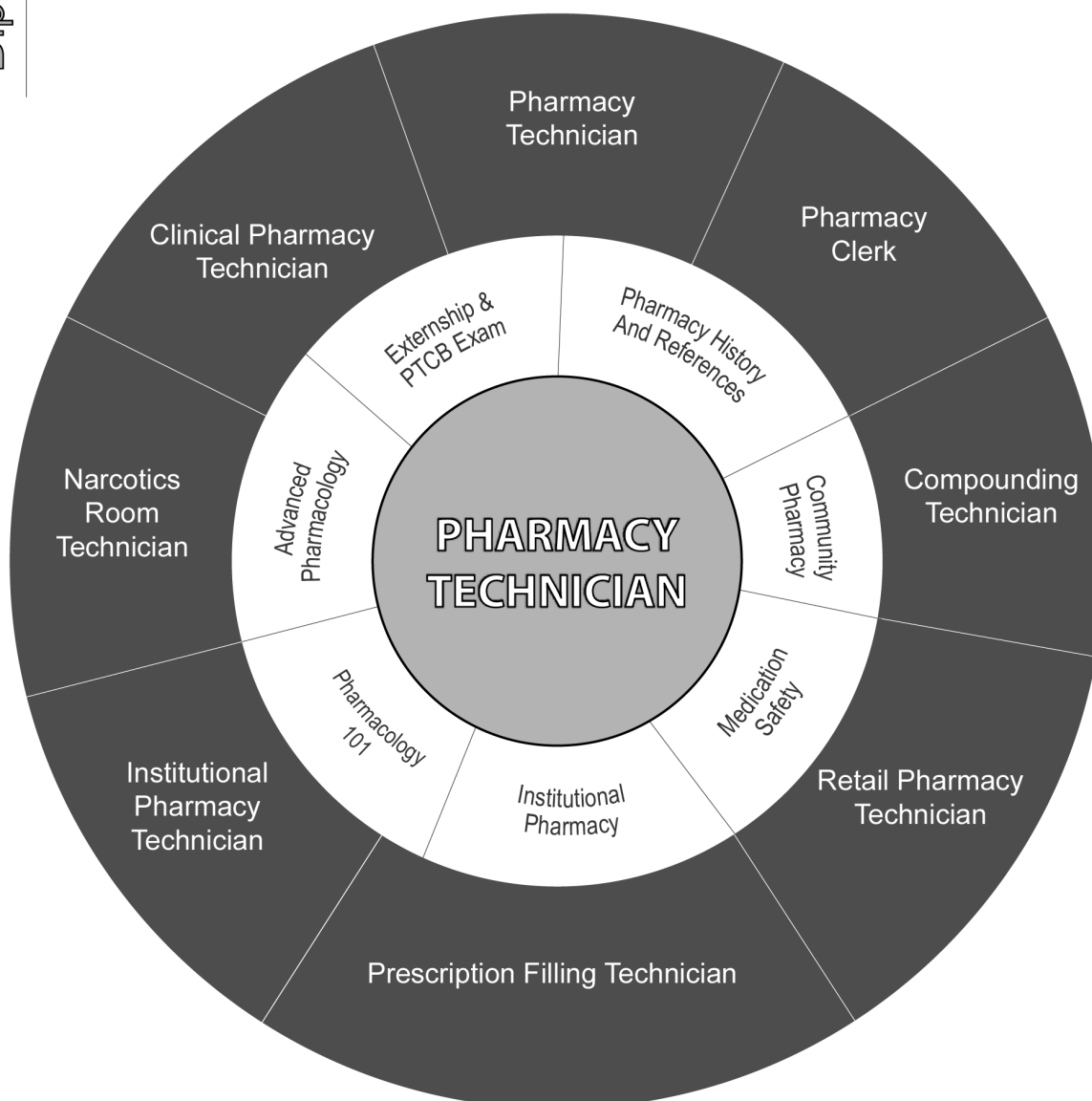
36 WEEKS





## PHARMACY TECHNICIAN

1. Due to the increasing numbers of middle-aged and elderly people in the United States and abroad, Certified Pharmacy Technicians will be in demand. This 9-month program is designed to prepare the graduate for an entry-level position in the field of Pharmacopeia assisting the Pharmacist. The program is offered in a blended format offering students the flexibility to attend classes both in person and online. The students will develop skills with mixing and measuring medications, customer service, assisting in filling prescriptions for the customer, maintaining patient profiles within the electronic management system, handling insurance claims in regards to electronic transmission, receiving prescriptions physically or electronically, and maintaining inventory. The student will also be trained in first-aid and CPR for emergency situations. After the completion of the Pharmacy Technician Program at WTI, the student will be eligible to schedule and take the PTCB Pharmacy Technician Certification Examination. Once the graduate passes the PTCB Pharmacy Technician Certification Examination, he/she will be eligible to register with the state of his/her choice and accept employment opportunities, which could encompass proprietary, hospital inpatient/outpatient, and retail organizational pharmacies within the national base of the United States. To be considered for enrollment into this program, all admissions requirements must be met.

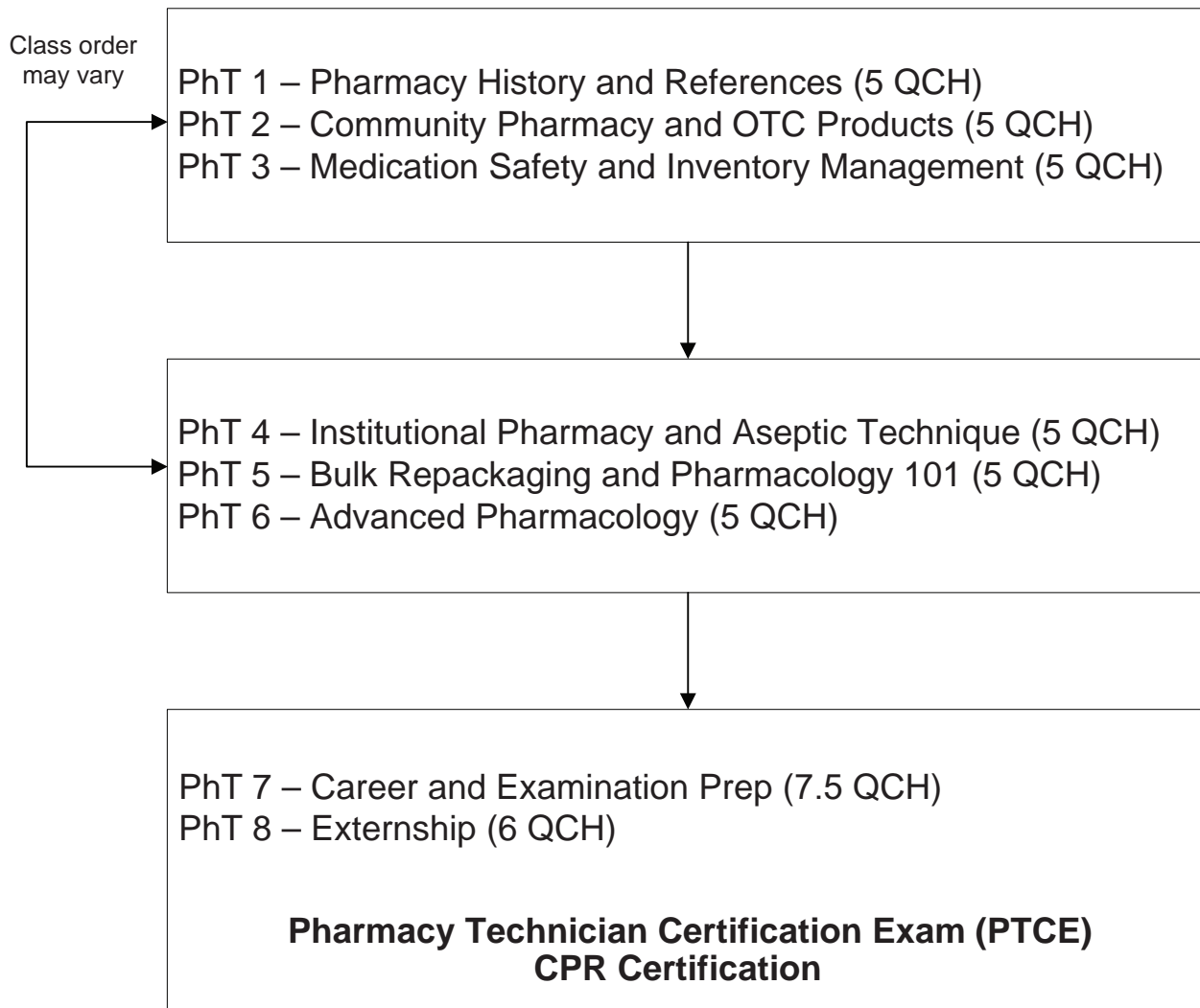


The center of the wheel identifies the program. The inside ring names some of the courses within the program that can help the student develop skills and knowledge to obtain the type of entry-level positions identified in the outer ring.

Go to [wti.edu](http://wti.edu) to access information on the programs of study offered at the WTI campuses ("Programs"), including, among other things: the occupations that each Program can help students prepare to enter; the on-time graduation rate for each Program; the costs associated with each Program; the placement rate for students who completed each Program; and the median loan debt incurred by students who completed each Program.

# Wichita Technical Institute

## Pharmacy Technician Program



**43.5 Quarter Credit Hour Diploma Program**  
**Total Program Length is 36 Weeks**

## FREQUENTLY ASKED QUESTIONS

**Q: What will I be eligible for when I graduate from the Pharmacy Technician program?**

A: All graduates from the Pharmacy Technician program will be able to register with the Pharmacy Technician Certification Board (PTCB) as a Certified Pharmacy Technician after passing the PTCB competency- based exam.

**Q: What is a Certified Pharmacy Technician?**

A: A certified pharmacy technician, who has met the educational and experience requirements and passed a national certification examination.

**Q: When do I take the PTCB examination?**

A: The examination is taken after completion of graduation requirements.

**Q: Is the Pharmacy Technician certification (CPhT) accepted nationwide?**

A: Yes, the certification is recognized nationwide.

**Q: Do I have to renew my certification?**

A: Certified Pharmacy Technicians must be re-certified every 2 years. Recertification requires a minimum of 20 hours of continuing education. These hours can be obtained from colleges, pharmacy associations and pharmacy technician training programs.

**FULL TIME CLASSES** Classes are scheduled for 20 hours of blended education each week. Students will spend 10 hours online and 10 hours on campus.

Wichita Technical Institute's **Pharmacy Technician** program consists of the following classes:

- PhT 1 Pharmacy History and References
- PhT 2 Community Pharmacy and OTC Products
- PhT 3 Medication Safety and Inventory Management
- PhT 4 Institutional Pharmacy and Aseptic Technique
- PhT 5 Bulk Repackaging and Pharmacology 101
- PhT 6 Advanced Pharmacology
- PhT 7 Career and Examination Prep
- PhT 8 Externship

### **Financial Aid Available for Those Who Qualify**

1. Pell Grant Program
2. Federal Aid Direct Loans - Subsidized and Unsubsidized
3. Approved for Veteran Rehabilitation Training

### **Qualifications for Admission**

1. Personal interview and recommendation from an Admissions Advisor
2. Must have a High School Diploma or G.E.D. equivalent

### **Qualifications for Externship**

1. Must complete a criminal background check and urine drug screen before the 4th quarter
2. All immunizations must be up-to-date and proof of such is required
3. Hepatitis series must be completed
4. Current TB test results completed
5. All Pharmacy Technician students must be available for daytime Externship

