



Thank you for considering Des Moines Area Community College (DMACC) and the Honda PACT Program. This program is one of the finest automotive training programs in America.

Honda PACT, co-sponsored by DMACC and Honda, is a two-year automotive program designed to upgrade the technical competence and professional level of entry level, Honda and Acura dealership technicians. The curriculum, designed by Honda and DMACC, leads to an Associate Degree in Automotive Technology.

DMACC's automotive program is a nationally recognized, award-winning program with instructors who are highly qualified and Honda trained. The DMACC automotive building is an up-to-date modern training facility.

We currently have many model vehicles for use in technician training. These cars are equipped with the latest in automotive technology, including electronic controls, antilock brake systems, electronic transmissions, supplemental inflatable restraint systems, on-board vehicle diagnostics and advanced driver-assistance systems.

I look forward to your participation in Honda PACT as you prepare for a rewarding career as a Honda or Acura dealership technician. If you have any questions, please contact me at 515-964-6504 or [jlburns@dmacc.edu](mailto:jlburns@dmacc.edu).

Sincerely,

*Jerry Burns*

Jerry Burns  
Honda PACT Chairperson

**Ankeny Campus**

2006 S. Ankeny Blvd.  
Ankeny, IA 50023-3993  
515-964-6200

**Boone Campus**

1125 Hancock Drive  
Boone, IA 50036-5399  
515-432-7203

**Carroll Campus**

906 N. Grant Road  
Carroll, IA 51401-2525  
712-792-1755

**Newton Campus**

600 N. 2nd Avenue W.  
Newton, IA 50208-3049  
641-791-3622

**Urban/Des Moines Campus**

1100 7th Street  
Des Moines, IA 50314-2597  
515-244-4226

**West Des Moines Campus**

5959 Grand Avenue  
W. Des Moines, IA 50266-5302  
515-633-2407

## **HONDA PACT APPLICATION PROCEDURES AND CHECK LIST**

These are the procedures an applicant must successfully complete to become accepted as a Honda PACT student. Check off each step when completed.

- \_\_\_\_\_ 1. Complete the DMACC Application for Admissions online at [www.dmacc.edu](http://www.dmacc.edu). Click on the Admissions tab and then go to “Apply Online”.
- \_\_\_\_\_ 2. Once you have completed the application for admission, please call 515-964-6504 to schedule a personal interview with the Honda PACT Program Chairperson or faculty member. At the interview, you will go over the program requirements, the Candidate Information Form, the internship forms, and your goals as a Honda PACT student at DMACC and in a Honda or Acura dealership.
- \_\_\_\_\_ 3. Students will receive a letter of acceptance from the college after all pre-acceptance requirements are complete. You will then be notified as to the date of registration for classes.

**CALENDAR OF KEY DATES**  
**Honda PACT | 2025 – 2027**

2025

Ongoing Honda PACT promotion  
Ongoing Honda PACT pre-entry interviews  
Ongoing student pre-program employment starts  
06-16 (tentative) Honda PACT registration  
08-20 PACT 1<sup>st</sup> semester classes start, on campus  
12-11 PACT 1<sup>st</sup> semester classes end

2026

01-12 PACT 2<sup>nd</sup> semester classes start  
03-06 Midterm  
05-07 PACT 2<sup>nd</sup> semester classes end  
05-26 PACT 3<sup>rd</sup> semester classes start  
08-05 PACT 3<sup>rd</sup> semester classes end  
08-26 PACT 4<sup>th</sup> semester classes start  
10-19 Midterm, 4<sup>th</sup> semester classes end  
10-20 Start Tech Internship I at dealership  
12-17 End Tech Internship I

2027

01-11 PACT 5<sup>th</sup> semester classes start  
03-05 Midterm  
05-06 PACT 5<sup>th</sup> semester classes end  
05-24 Start Tech Internship II at dealership, PACT 6<sup>th</sup> semester classes start  
08-05 End Tech Internship II, PACT 6<sup>th</sup> semester classes end

**NOTE: These dates are approximate dates only and are subject to Board approval.**

## **HONDA / DES MOINES AREA COMMUNITY COLLEGE PROFESSIONAL AUTOMOTIVE CAREER TRAINING PROGRAM**

The Honda Professional Automotive Career Training Program (PACT) is designed to educate and train individuals for careers as Honda automotive service technicians. The curriculum leads to an Associate in Applied Science degree. The program involves attending classroom lectures and participating in laboratory activities using Honda products at Des Moines Area Community College (DMACC). In addition, the student will be prepared to assume a position as an entry level service technician in a Honda or Acura dealership.

DMACC is located 7 miles north of Des Moines, 2 miles west of I-35 (Exit 90), and 1 mile south of Ankeny on US 6 (see map on page 30).

### Program Schedule

The program lasts six semesters. More than half the time is spent attending classes at DMACC, the remaining time is spent as an intern in the employing Honda or Acura dealership. Each specialized subject is taught in DMACC classrooms and laboratories for a specific number of weeks. This academic training is then followed by related, supervised work experience with dealership personnel. A list of tasks, related closely to the course work completed at DMACC, is used at the Honda or Acura dealership to identify needed work experience.

### Dealer/Employer

Since considerable time is spent at the dealership, it is a requirement of the program that each student be employed by a Honda or Acura dealer. **It is the prospective student's responsibility to locate their own Honda or Acura dealer/employer.** If necessary, students will receive assistance in locating a dealer. The Honda/Acura dealership will provide training-related employment for the student during his/her work experience periods. Since students earn while they learn, a considerable portion of the cost involved in the program is offset by the income earned during the internships.

### Program Costs

All tuition, fees and textbook costs are the responsibility of the Honda PACT student. The two-year program costs are approximately \$15,276\* for tuition/fees and \$850\* for books. Non-resident tuition is approximately \$16,948 \*.

In addition to the tuition, fees and textbook costs, students are also responsible for a prescribed basic hand tool set (see page 26). These tools will be needed by the first week of classes. The approximate initial cost of the tool set is \$3,000\*\* with an additional minimum cost of \$500 required to upgrade the set throughout the program. Students can select any brand of tools or use their own existing set if it meets Honda PACT requirements. DMACC staff members will assist students in obtaining an educational discount for most popular tool brands. The total cost of the two-year program, including tuition, fees, books and tools, is approximately \$19,626.

\*, for out-of-state residents, the cost is approximately \$21,798\*.

*\*Tuition and book rate is an estimate only and is subject to Board approval.*

*\*\*Prices vary depending on brand and upgrade options, and do not include the cost of a toolbox.*

### Program Benefits

Unlike conventional programs where the student goes to college and then secures a job, at DMACC, the Honda PACT student secures an employer before starting the first internship. This program requires some effort on the part of the student. However, the benefits are worth the effort.

Honda PACT students learn the skills necessary for entry into a highly skilled profession along with the opportunity to practice and develop these skills with a considerable amount of on-the-job training. Honda PACT helps to develop the diagnostic skills needed to work on today's automobile and start a career as a Honda or Acura dealer service technician.

Honda PACT students build a Honda training history as they attend classes at DMACC.

### Student Wages

One of the most frequently asked questions by dealers is what to pay their Honda PACT students.

Pay rates are negotiated between the students and their dealerships. As a guide, rates for students on internship have run between \$11.00 per hour up to \$15.00 per hour. In some cases, dealers are also helping the student with school expenses.

If you would like additional information on these topics, please feel free to contact us:

Jerry Burns  
Honda PACT Program Chairperson  
Phone: 515-964-6504  
Email: [jlburns@dmacc.edu](mailto:jlburns@dmacc.edu)

## **EXPECTED RESPONSIBILITIES OF PARTICIPANTS**

### **DES MOINES AREA COMMUNITY COLLEGE**

- Appoint a person with administrative responsibility for all aspects of Honda PACT at the college (Honda PACT Program Chairperson).
- Assist dealers with student selection process and recruiting.
- Furnish program information on request.
- Provide on-campus instruction in accordance with the approved Honda PACT curriculum.
- Maintain student scholastic records.
- Provide academic advisement.
- Keep dealers and Honda informed regarding students' academic progress and/or potential problems.
- Advise the Regional College Coordinator at end of each semester.
- Identify competencies to be gained during work experience at dealership.
- Work with dealership PACT contact person to assure attainment of work experience competencies.
- Provide PACT instructors with professional leave to attend Honda classes to meet PACT Instructor Standards.
- Devise and implement a promotional plan.

### **PACT STUDENT**

- Obtain and maintain Honda/Acura dealer.
- Provide employer (Honda/Acura dealer) with responsible and productive employment.
- Maintain a 2.0 GPA.
- Adhere to attendance policy as established by DMACC Automotive Department.
- Participate in all learning activities at the scheduled times.
- Be responsible for program costs: tuition, fees, books, tools, safety glasses, and housing.
- Wear appropriate work uniforms during campus and dealership training.
- Participate in dealership service meetings during internships and any other training provided by the dealership.

### **HONDA /ACURA DEALER**

- Appoint a dealership contact person to guide students in their work experiences and maintain close communication with DMACC.
- Interview and select prospective student(s).
- Agree to provide "dealership coordinated work experience" in accordance with the program schedule for the duration of the curriculum.
- Agree to pay PACT student(s) during periods of dealership-coordinated work experience based on the trainee's experience and ability.
- Agree to provide student with incentive pay raises each internship based on the trainee's ability and performance.
- Provide related work experience that supplements the trainee's most recent instruction (to the extent possible).
- Provide consideration consistent with other dealership employees, such as uniforms, etc.
- Attend Honda PACT Advisory Committee meetings.

## **HONDA**

- Provide Honda training to involved college instructors.
- Furnish college with Honda vehicles, special tools, and components to be used in PACT instruction.
- Provide college with essential training materials, including Honda Training Center service manuals and specialized class materials.
- Monitor and participate in student selection procedures.
- Monitor all phases of the program to assure success.
- Identify dealers interested in employing a PACT student so that those dealership names can be made available to prospective students.

## **PACT ADMINISTRATION**

The Honda PACT program at DMACC is administered through the Automotive Technology Program within the Industry and Technology Division.

Jenny Foster, Executive Academic Dean of Manufacturing, Engineering, Trades and Transportation, and Jerry Burns, PACT Program Chairperson, perform the duties of coordinating the Honda PACT program.

The PACT Coordinator's duties are to:

1. Prepare and implement the PACT Business Plan which includes:
  - a. Linkages with Honda, the Dean's office, counseling services, and the Office of Grants and Contracts.
  - b. Information regarding general education requirements, student selection, and the PACT curriculum.
2. Provide operational decision-making and problem-solving pertaining to students, dealers, and PACT resources.
3. Provide PACT instructors with leave time for Honda instructor technical training.
4. Attend National PACT meetings.



## **WORK EXPERIENCE/INTERNSHIP COORDINATOR**

The PACT instructors also serve as internship coordinators. This arrangement will provide the instructor with immediate feedback on the effectiveness of the instruction and permits the in-dealership coordinator to work closely with the Honda PACT student's college instructors. This direct communication will result in the best possible application of college instruction to be put to use in the dealership.

The PACT internship coordinator will have contact with the student at least monthly. The PACT student will log their work experience daily and submit these reports on a weekly basis to the PACT Coordinator (see page A-1 for an example). During each internship, the PACT internship coordinator, the in-dealership coordinator, and the PACT student shall have at least one formal conference. A dealership questionnaire and student report (see pages A-2 and A-3 for examples) will be completed by the PACT internship coordinator at each visitation.

## **PACT INTERNSHIP**

The internship is vital to the Honda/Acura dealership and the PACT student. The dealer's investment will be greatly enhanced by providing work experience that compliments the previous semester's course work. Each student and dealer coordinator will be given an internship outline and task list. It is the responsibility of the student to check off each task as it is completed. It is the responsibility of the dealer coordinator to provide work in those areas the student has just completed classroom instruction. Through this cooperation, the skills taught in class can be fully developed and the dealership will profit from the student's growth.

## **DMACC – INDUSTRY AND TECHNOLOGY/AUTOMOTIVE TECHNOLOGY HONDA PACT ADVISORY COMMITTEE**

The main purpose of the PACT Advisory Committee is to further the quality of technician education, both at the dealer level and at school.

The PACT Advisory Committee is made up of the following people: Honda and Acura dealership representatives, college representatives, Honda representatives, and one present or graduate student representative. Each dealer who sponsors a PACT student will be asked to provide one person to attend the Advisory Committee meetings, and one person to provide technical expertise for curriculum issues.

For more information on Advisory Committee members or responsibilities, contact Jerry Burns, PACT Program Chair, at 515-964-6504, or [jlburns@dmacc.edu](mailto:jlburns@dmacc.edu).

**DES MOINES AREA COMMUNITY COLLEGE  
PROFESSIONAL AUTOMOTIVE CAREER TRAINING (PACT) PROGRAM**

**Contact Persons**

**Jerry Burns, Chairperson/Instructor**

Honda PACT Program  
DMACC  
2006 S. Ankeny Blvd., Bldg. 13  
Ankeny, IA 50023  
515-964-6504  
jlburns@dmacc.edu

**Jenny Foster, Executive Academic Dean**

Manufacturing, Engineering, Trades &  
Transportation (M.E.T.T.)  
DMACC  
2006 S. Ankeny Blvd., Bldg. 3W  
Ankeny, IA 50023  
515-964-6692  
jlfoster1@dmacc.edu

**Matt Schneiderman, Pathway Navigator**

Building Trades & Transportation Pathway  
DMACC  
2006 S. Ankeny Blvd., Bldg. 13  
Ankeny, IA 50023  
515-965-6024  
mjschneiderman@dmacc.edu

**Andrew Neuendorf, Associate Dean**

Manufacturing, Engineering, Trades &  
Transportation (M.E.T.T.)  
DMACC  
2006 S. Ankeny Blvd., Bldg. 3W  
Ankeny, IA 50023  
515-965-7139  
ajneuendorf@dmacc.edu

**Jordan Lewton, Academic Advisor**

Building Trades & Transportation Pathway  
DMACC  
2006 S. Ankeny Blvd., Bldg. 1  
Ankeny, IA 50023  
515-965-7149  
jml Lewton@dmacc.edu

**Jennifer Cooley, Administrative Assistant**

Automotive Department  
DMACC  
2006 S. Ankeny Blvd., Bldg. 13  
Ankeny, IA 50023  
515-964-6232  
jmcooley@dmacc.edu

**The primary PACT contact is Jerry Burns.**

### **PACT Instructors**

PACT instructors will be fully trained by Honda and other affiliated organizations. DMACC will provide PACT instructors with a minimum of three weeks per year of professional leave to attend Honda classes to ensure that the instructors are fully trained in appropriate subject areas. Some PACT instructors will be cross trained in subjects outside of their assigned teaching area(s).

PACT instructors will be trained by attending various Honda product seminars. Some of this training will be in the form of:

1. HONDA Training Center classes
2. PACT instructor training classes
3. Equipment manufacturer classes

## **HONDA PACT INSTRUCTIONAL STAFF**

### **MARK ARMBRECHT**

30 years DMACC Instructor  
5 years dealership experience  
ASE Certified – Master Auto Technician  
ASE Certified – Alternative Fuels  
ASE Certified – Collision Repair – Electrical and Mechanical  
ASE Certified– Medium/Heavy Duty Truck– Gas Engine, Diesel Engine & Electrical/Electronics  
ASE Certified – Advanced Engine Performance  
ASE Certified – Light Duty Hybrid/Electric Vehicle  
ASE Certified – Electronic Diesel Engine Diagnosis  
ASE Certified – Light Vehicle Diesel  
ASE Certified – Advanced Driver Assistance Systems  
A.A.S., Hawkeye Community College, Waterloo, IA

### **SHANE BOOTS**

8 years DMACC Instructor  
12 years GM dealership experience  
Extensive Honda training  
Extensive GM training  
ASE Certified – Master Auto Technician  
ASE Certified – Automobile Advanced Engine Performance  
ASE Certified – Light Vehicle Diesel Engines  
General Motors World Class Technician, 2008  
A.A.S., Des Moines Area Community College, Ankeny, IA

### **JERRY BURNS, Chairperson**

20 years DMACC Instructor  
11 years dealer experience  
ASE Certified – Master Auto Technician  
ASE Certified – Master Medium/Heavy Duty Truck  
ASE Certified – Automobile Advanced Engine Performance  
ASE Certified – Electronic Diesel Engine Diagnosis  
ASE Certified – Auto Maintenance & Light Repair  
ASE Certified – Light Vehicle Diesel Engines  
General Motors World Class Technician, 2005  
General Motors Electric Vehicle Technician  
Alternative Fuels Training  
A.A.S., Des Moines Area Community College, Ankeny, IA

## **HONDA PACT INSTRUCTIONAL STAFF (cont.)**

### **CURT CORNELIUS**

4 years DMACC Instructor  
13 years DMACC Career Academy Instructor  
6 years dealership experience  
ASE Certified – Master Auto Technician  
General Motors World Class Technician, 2007  
Honda Master Tech Certified Technician  
A.A.S., Des Moines Area Community College, Ankeny, IA

### **DAVE DAVIS**

1-year DMACC Instructor  
35 years dealership experience  
ASE Certified – Master Auto Technician  
Pontiac Guild Top 200 1988-1995  
Porsche Master Service Advisor/Manager 1993-2008  
Subaru Master Service Manager/Advisor 1992-2020  
Mazda Master Service Manager/Advisor 1993-2020  
A.A.S., Des Moines Area Community College, Ankeny, IA

### **KEITH WERSINGER**

20 years DMACC Automotive Instructor  
6 years dealership experience  
Extensive training:  
GM, Chrysler, Ford, Honda, Subaru  
ASE Certified G1 Auto Maintenance & Light Repair  
ASE Certified – Master Technician  
ASE Certified L1 Advanced Engine Specialist  
ASE Certified A9 Light Diesel Engines  
Automotive Collision Repair Diploma, Des Moines Area Community College, Ankeny, IA  
A.A.S., Des Moines Area Community College, Ankeny, IA

**TUITION AND FEES**

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Tuition

Tuition for credit offerings (resident students)	
Full- or part-time enrollment (per credit) . . . . .	\$201.00*
Non-resident tuition (per credit) . . . . .	\$223.00*

**\* Tuition rate is an estimate only, and is subject to Board approval**

Fees

International student processing . . . . .	\$100.00
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*All fees are non-refundable. Des Moines Area Community College reserves the right to change tuition and fees at any time.*

**FINANCIAL AID**

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All financial assistance available to DMACC students is administered by the Ankeny Campus Financial Aid Office. Students may receive assistance in the form of scholarships, grants, loans, and/or part-time employment, depending on eligibility.

How to apply: The Free Application for Federal Student Aid (FAFSA) is available at any DMACC campus and from Iowa High School counselors.

When to apply: Apply for financial aid as soon as you can; it can take several months for these applications to be processed. It is necessary to reapply each year.

Contact the DMACC Financial Aid Office for additional information  
515-964-6283

## STUDENT FINANCIAL PLANNING GUIDE

	<b>2025 Fall Semester</b>	<b>2026 Spring Semester</b>	<b>2026 Summer Semester</b>	<b>2026 Fall Semester</b>	<b>2027 Spring Semester</b>	<b>2027 Summer Semester</b>	<b>Total Cost</b>
Tuition & Fees**	\$ 3,216	\$ 3,015	\$ 1,809	\$ 2,412	\$ 3,618	\$ 1,206	\$ 15,276*
Tools***	\$ 3,000	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 3,500*
Books*	\$ 450	\$ 150	\$ 250	\$ 0	\$ 0	\$ 0	\$ 850*
Total*	\$ 6,666	\$ 3,265	\$ 2,159	\$ 2,512	\$ 3,718	\$ 1,306	\$ 19,626

\* Costs are approximate figures.

\*\* For out-of-state costs -- see Tuition and Fees, see page 16.  
Tuition and fee rates are subject to Board approval.

\*\*\* Tool cost includes substantial initial discounts. Your investment may vary from these cost estimates depending on brand purchased.

## HOUSING

Des Moines Area Community College does not provide dormitories. See below for various housing options.

- Campus View Apartments, located on the northwest part of the Ankeny campus, and managed through Houser Enterprises, offer DMACC students furnished apartments with a number of amenities. For more information, please contact Mariah Mullens, Campus View Property Manager, at 515-964-7474, or send an email to [mariah@thevillaslife.com](mailto:mariah@thevillaslife.com).
- Prairie Pointe Student Living, located next to the Ankeny DMACC Campus, just a short walk away from class, offers 3 and 4 bedroom furnished apartments. The clubhouse hangout includes a coffee bar, theater room, tanning booth, and fitness center—all included in your monthly rent. For more information on Prairie Pointe, contact Jacob Bruxvoort, Community Manager, at 515-422-9882, or visit [www.info@prairiepointeliving.com](http://www.info@prairiepointeliving.com).
- Campus Town Student Housing, located south of Ankeny DMACC campus, just across the street, offers 1, 2, and 3 bedroom furnished apartments with individual leases, roommate matching, and one easy monthly rent payment that includes all utilities and internet. For more information on Campus Town, Ariel Carter, 515-289-0700 or send an email to [ariel@thevillaslife.com](mailto:ariel@thevillaslife.com).
- There is also other off-campus housing through various sources. For more information on housing opportunities, contact the DMACC Housing Office at 515-964-6200, or visit the DMACC website at [go.dmacc.edu/housing](http://go.dmacc.edu/housing)

## HONDA PACT 2025-2027 SCHEDULE

COURSES	CREDITS	AT DMACC	AT DEALERS
<u>FALL 2025</u>			
AUT 114 Shop Fund & Minor Service	4	August 20, 2025 – December 11, 2025**	
AUT 404 Basic Suspension & Steering	4		
AUT 615 Auto Electricity/Electronics	4		
MAT 772 Applied Math	3		
SDV 108 The College Experience	1		
Total	16		
<u>SPRING 2026</u>			
AUT 652 Adv. Automotive Electricity	3	January 12, 2026 – May 7, 2026**	
AUT 524 Auto Brake Systems & Serv.	4		
AUT 709 Auto Heating & AC	3		
AUT 535 Adv. Auto Brakes & Alignment	5		
Total	15		
<u>SUMMER 2026</u>			
AUT 163 Automotive Engine Repair	3	May 26, 2026 – August 5, 2026**	
AUT 173 Advanced Auto Engine Repair	3		
PHY 710 Technical Physics	3		
Total	9		
<u>FALL 2026</u>			
AUT 834 Automotive Fuel Systems	4	August 26, 2026 – October 19, 2026**	October 20, 2026 – December 17, 2026** (Technical Internship I)
AUT 254 Basic Automotive Powertrain	5		
AUT 933 Technical Internship I	3		
Total	12		
<u>SPRING 2027</u>			
AUT 255 Adv. Automotive Powertrain	5	January 11, 2027 – May 6, 2027**	
AUT 842 Auto Computerized Eng Controls	4		
AUT 847 Electrical Systems Diagnosis	3		
AUT 849 Electrical Vehicle and ADAS	3		
COM703 Communication Skills	3		
Total	18		
<u>SUMMER 2027</u>			
AUT 934 Technical Internship II	3		5/24/27 – 7/30/27** (Technical Internship II)
PSY 102 Human and Work Relations	3		
Total	6		
GRADUATION August 05, 2027**		Total Credits: 76	

**\*\*These dates are estimates only. DMACC reserves the right to change dates and/or the sequence of courses as needed.**



## HONDA PACT CURRICULUM

	<u>LECTURE</u>	<u>LAB</u>	<u>CREDIT</u>
<b>AUT 114 – Shop Fundamentals &amp; Minor Service</b>	30	30	4

Course description: A study of the organizational structure in a dealership/repair facility as it relates to the technician. Students use service manuals, electronic troubleshooting manuals and service bulletins. The course will also develop competencies in entry level tasks required when working in a dealership or repair facility.

<b>AUT 163 – Automotive Engine Repair</b>	30	30	3
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Course description: Course will provide instruction in the theory and operation of 4-stroke cycle engines. Emphasis will be placed on both design and proper disassembly/ reassembly procedures.  
Prerequisite – AUT 114 or AUT 111

<b>AUT 173 – Advanced Automotive Engine Repair</b>	15	60	3
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Course description: Provides instruction in proper diagnosis of engine malfunctions and repair or replacement of defective components and assemblies. Diagnosis procedures, repair and adjustment will be emphasized.  
Prerequisite – AUT 163

<b>AUT 254 – Basic Automotive Powertrain</b>	30	90	5
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Course description: Principles of operation and construction of automotive power trains. Includes instruction in the theory of hydraulic and mechanical systems used in automatic transmissions.

<b>AUT 255 – Advanced Automotive Powertrain</b>	15	120	5
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The student will study powertrain and drive line systems. Proper diagnosis procedures, service and repair will be emphasized through hands-on experience.  
Prerequisite – AUT 254

<b>AUT 404 – Basic Suspension &amp; Steering</b>	30	60	4
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Course description: Instruction in the theory of operation and service procedures used in the maintenance and repair of automotive steering and suspension systems.

<b>AUT 524 – Auto Brake Systems &amp; Service</b>	30	60	4
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Course description: Instruction in the theory of operation and service procedures of automotive brakes.

<b>AUT 535 – Advanced Auto Brakes &amp; Alignment</b>	30	90	5
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Course description: The student will study advanced brakes and alignment theory, practice proper diagnosis, service and repair procedures through hands-on experience.  
Prerequisite(s) – AUT 524, 404

	<u>LECTURE</u>	<u>LAB</u>	<u>CREDIT</u>
<b>AUT 615 – Auto Electricity / Electronics</b>	30	60	4
Course description: Provides instruction in theory and operation of automotive electrical circuits. Safety, meters and service information will be emphasized.			
<b>AUT 652 – Advanced Automotive Electricity</b>	15	60	3
Course description: Provides instruction in the diagnosis, repair and service of electrical and electronic components found on current vehicles. Prerequisite OR Corequisite – AUT 615			
<b>AUT 709 – Auto Heating &amp; A/C</b>	15	60	3
Course description: Provides instruction in the theory of operation, diagnosis and service of auto air conditioning and heating systems.			
<b>AUT 834 – Automotive Fuel Systems</b>	30	60	4
Course description: A course designed to acquaint the student with basic fuel system principles. Instruction will be offered in the theory, cleaning, repair and adjustment of automotive fuel systems. Prerequisite OR Corequisite: AUT 114, 615			
<b>AUT 842 – Auto Computerized Engine Controls</b>	30	60	4
Course description: This course builds upon the knowledge and skills learned in previous automotive courses to prepare the student to service On-Board Diagnosis 2 computer-controlled vehicles. The theory and operating principles of automotive computers, sensors and control devices will be emphasized. Lab instruction on late model cars will be included. Prerequisite: AUT 834 Prerequisite OR Corequisite: AUT 652			
<b>AUT 847 – Electrical Systems Diagnosis</b>	15	60	3
Course description: Instruction in techniques and procedures required to diagnose and service microprocessor-controlled body electrical systems. Prerequisite(s) – AUT 615, 652			
<b>AUT 849 – Electrical Vehicle and ADAS</b>	15	60	3
Course description: Instruction in operation, techniques, and procedures required to diagnose and repair electric/hybrid vehicles, advanced driver assistance, and safety systems. Prerequisite(s) – AUT 615, 652			
<b>AUT 870 – Automotive Service Management</b>	15	30	2
Course description: Provides instruction in customer relations, service sales, shop management and business practices in the automotive shop.			

	<u>LECTURE</u>	<u>LAB</u>	<u>CREDIT</u>
<b>AUT 933 – Technical Internship I</b>	0	0	3

Course description: The intern will work in a participating repair facility. The intern must complete a minimum of 225 hours of work during the internship. The tasks will be consistent with the technician's ability and previous course work. A task list will be issued to each repair facility.

Prerequisite: AUT 114, 615, 404, 524

<b>AUT 934 – Technical Internship II</b>	0	0	3
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Course description: The intern will work in a participating repair facility. The intern must complete a minimum of 225 hours of work during the internship. The tasks will be consistent with the technician's ability and previous course work. A task list will be issued to each repair facility.

Prerequisite(s): AUT 933, 255, 842, 847

## RELATED COURSES:

	<u>LECTURE</u>	<u>LAB</u>	<u>CREDIT</u>
<b>SDV 108 – The College Experience**</b>	1	0	1

This course is designed to introduce students to college resources, services and expectations and to assist them in gaining maximum benefit from their college experience.

<b>COM 703 – Communication Skills**</b>	45	0	3
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Emphasis on reading and evaluating industry-related literature and on applying the principles of clearness, conciseness, and correctness in written and oral communication.

<b>MAT 772 – Applied Math**</b>	45	0	3
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A course in elementary mathematical skills for technicians. Topics covered include fundamental operations with whole numbers, fractions, decimals, and signed numbers; percents; geometric figures and basic constructions; area and volume formulas; English/metric systems; measurements; and the interpretation of graphs and charts.

<b>PHY 710 – Technical Physics**</b>	30	30	3
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A physics course for students of technology. Topics include: forces, work, energy, materials, heat, electricity, and magnetism, with a strong emphasis on practical applications.

<b>PSY 102 – Human &amp; Work Relations**</b>	45	0	3
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Emphasizes an awareness of the problems inherent in human-to-human relationships, and the known laws and generalizations about the action patterns of individuals and groups. Effort is made to develop an awareness of the techniques of effective interpersonal relations.

\*\* These related courses meet minimum standards required for a PACT AAS degree. These classes may not transfer to a four-year university. If you are planning to transfer at a later date, see the PACT Chairperson for substitute courses.

## PROPOSED PACT PAY PLAN...A GUIDE FOR DEALERS

Purpose: To provide direction to Honda and Acura dealers in the development of a pay plan for their PACT students that will address the following issues:

1. Provide a fair and competitive wage.
2. Develop an incentive plan that will reward the PACT intern for academic performance and dealership productivity.
3. Provide regular salary increases as knowledge and skills increase.
4. **Encourage the PACT intern to remain at the Honda/Acura dealership after graduation.**

Important points to remember about a PACT intern:

1. The intern is a **trainee** – not a line technician.
2. The intern should be assigned to work with an experienced line technician who will function as a “training technician.”
3. The intern is paid a salary. Staff efficiency is not charged against the intern.
4. Staff efficiency may be **tracked**.
5. The hours “flagged” by the intern are paid to the “training technician.”
6. **PACT interns gauge their value to the dealership by how they feel they are treated and how they are paid.**

### Proposed Salary & Incentive Schedule For PACT Interns (Per Semester)

Starting Salary: 50% of “average flat rate wage”

Incentive Schedule:

Previous semester	4.0 – 3.8	10% of average flat rate wage
grade point average (GPA)	3.7 – 3.0	5% of average flat rate wage
	2.9 – 2.0	3% of average flat rate wage
Weekly Production (Hours)	40 – 26	10% of average flat rate wage
	25 – 16	7% of average flat rate wage
	15 – 10	5% of average flat rate wage
1st Internship:	50% of average flat rate wage	
2nd Internship:	1st internship wage + GPA + productivity	
3rd Internship:	2nd internship wage + GPA + productivity	
4th Internship:	3rd internship wage + GPA + productivity	

#### Remember:

- Treat the intern as a valuable employee.
- Provide the related training the intern is paying for.
- Pay a fair wage.
- Provide an incentive program that allows the intern a regular increase in wages based on performance.

## DMACC PACT PROGRAM REQUIRED TOOL AND SUPPLY LIST

*These tools should be of professional quality and should meet the standards of the automotive industry. Students must have their tools at school when they are attending classes at the college. The tools will be needed by the first week of classes. It is suggested that students insure their tools. DMACC does not insure student tools.*

1. Tool box (**must be a roller cart or roller cabinet, not to exceed 24" x 40"**)
2. 1/2" drive socket/ratchet set to include:
  - 12mm through 36mm metric sockets
  - breaker bar
  - extensions
3. 3/8" drive socket/ratchet set to include:
  - 8mm through 19mm metric sockets
  - 9/16" spark plug socket
  - 5/8" spark plug socket
  - 14mm spark plug socket
  - extensions
  - universal joint
4. 1/4" drive socket/ratchet set to include:
  - 4 mm through 15mm metric sockets
  - nut driver handle
  - extensions
  - universal joint
5. Wrenches to include:
  - 7mm through 24mm combination, metric
  - 10mm through 18mm line, metric
6. Standard screwdriver set
7. Phillips screwdriver set
8. 24" Pry bar
9. Torx bits/drivers to include:
  - T8 through T60 drive torx bits
10. Chisel & punch set to include 8" brass drift punch
11. Pliers to include:
  - 7" to 8" needle nose
  - 9-1/4" water pump (slip joint)
  - 7" to 8" diagonal
  - 10" locking pliers
  - 7-1/4" pliers
12. Snap ring locking pliers
  - 10" length opens to 1-1/4"
  - inside and outside True Arc

13. Hammers
  - 24 or 32oz. dead blow
  - 24 oz. ball peen
  - Brass hammer
14. Brake tools
  - Brake adjusting tool – 8”
  - Brake retainer washer tool, large and small cup
  - Brake spring pliers, remove and replace and stretching
15. Tire crayon
  - Tire pressure gauge, 0 – 100 psi, digital
  - Tire tread depth gauge, 1/32” increments
16. Hex socket set
  - 1.5mm through 10mm
17. Feeler gauge
  - .0015” – .080”
18. Spark plug gap gauge
  - .035” – .080”
19. 1-1/2” x 3-3/8” heavy duty gasket scraper
20. Plastic scraper
21. 6” wire stripper/crimping tool, 10 to 20 gauge
22. 12-volt test light (incandescent bulb – NO LED – High Impedance)
23. Blow gun
24. Air chuck
25. 6” pocket steel ruler
26. Outside Micrometer
  - 0” – 1” (with vernier scale .0001) OR
  - 0mm – 25mm
27. 0” to 1” dial indicator with magnetic base and clamp set with adaptors up to 6”
28. 0” to 6” dial caliper
29. Hacksaw frame with blades listed below
  - 4 – 18TPI blades
  - 4 – 24TPI blades
30. 10” Flat hand file with handle
31. Flash light with batteries (or rechargeable)
32. Oil filter wrenches (should fit small and large filters)

33. Universal terminal release tool (pick set)
34. HEI Spark Tester
35. Terminal test probe adapter set

**Examples** (*the below kit meets the minimum requirements, others may be purchased*)

- 18001.10-Kit [www.jumperkits.com](http://www.jumperkits.com)

36. Digital Multimeter Fluke 87 is the “recommended” meter. Others meeting the specs listed below will be allowed:

**Specs**

- AC/DC voltage up to 600 V minimum
- AC/DC 10A (amps) capable
- Auto ranging preferred
- Volt meter impedance 10 mega ohms minimum

**Examples** (*the below meters meet the minimum requirements others may be purchased*)

- EM700 [www.mactools.com](http://www.mactools.com)
- MDTECH or DM115 [www.matctools.com](http://www.matctools.com)
- EEDM504D [www.snapon.com](http://www.snapon.com)

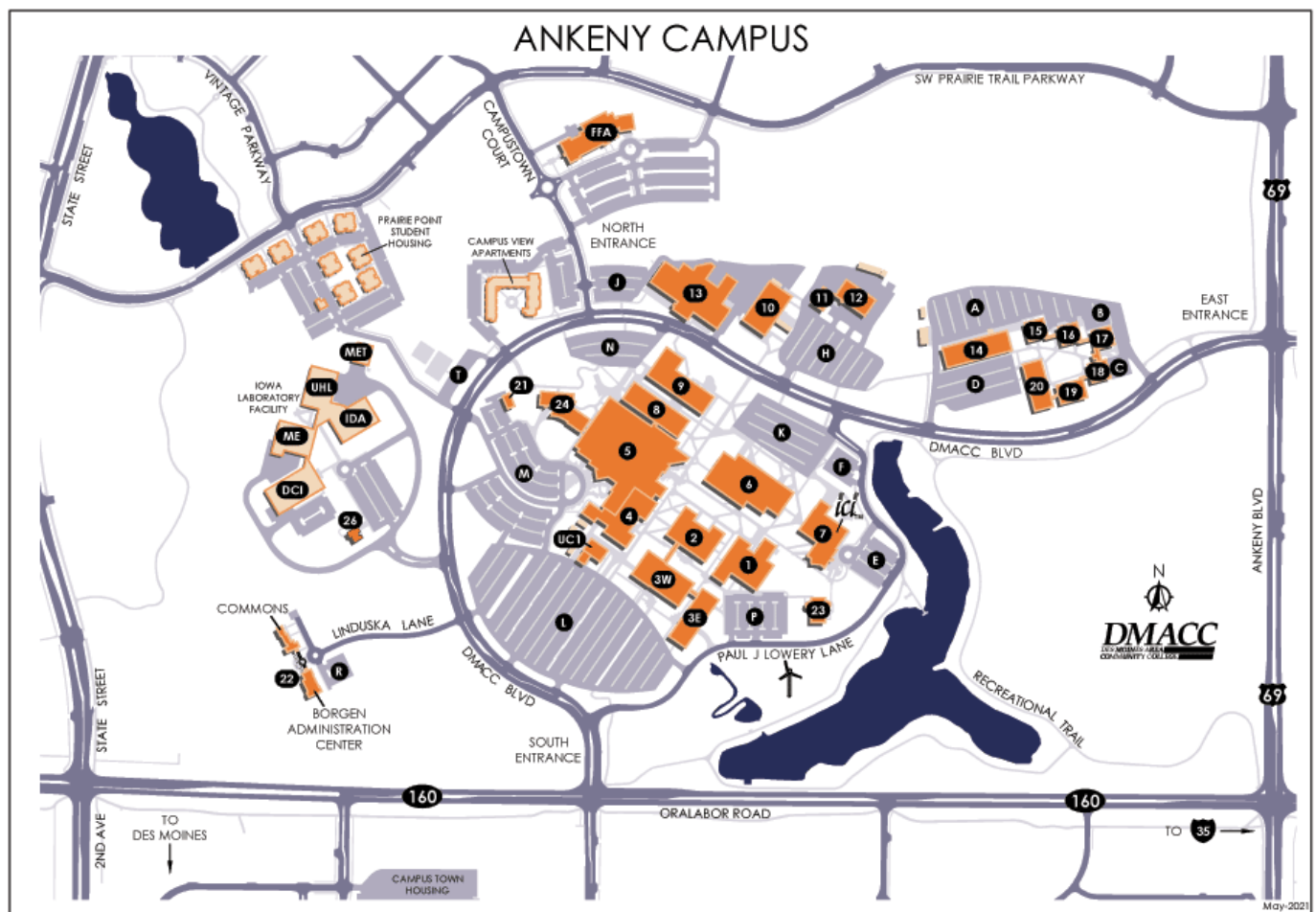
37. Thread pitch gauge
  - Standard and metric
38. Quick disconnect tools
39. Magnetic pick up tool
40. Inspection mirror
41. 12-foot (minimum) steel measuring tape (Inch and MM scales)
42. Safety glasses (not goggles, not tinted, and meets ANSI Z87.1 safety standard)
43. Magnetic parts tray
44. Pick Set
45. Plastic trim tool set
46. School supplies
  - 4 – 1-1/2” 3-ring binders
  - 12 – #2 pencils
  - 12 – Blue or black ink pens
  - 1 – Highlighter
  - 1 – Clipboard

***Optional / Recommended - Optional tools may be purchased as needed.***



1. 1/2" drive socket/ratchet set to include:
  - 7/16" through 1-1/8" SAE sockets
2. 3/8" drive socket/ratchet set to include:
  - 1/4" through 3/4" SAE sockets
  - 5/8" deep plug sockets
  - 13/16" spark plug socket
3. 1/4" drive socket/ratchet set to include:
  - 3/16" through 1/2" SAE sockets
4. Wrenches to include:
  - 1/4" through 1" combination, SAE
  - 3/8" through 5/8" line, SAE
5. Torx bits/drivers to include:
  - T8 through T30 screwdriver
6. Hex socket set
  - 1/16" through 3/8" hex
7. Universal terminal release tool (pick set)

Rev'd 05/13/21



DMACC, Des Moines Area Community College  
 2006 S. Ankeny Blvd.  
 Ankeny, IA 50023-3993  
 515-964-6200 or 1-800-362-2127

# PACT INTERNSHIP WEEKLY WORK REPORT

STUDENT NAME \_\_\_\_\_

WEEK OF \_\_\_\_\_

**INSTRUCTIONS:**    1) Fill in form each day.  
                              2) Include enough information to give a clear picture of day's work.

DAY	WORK ORDER #	WORK DONE	HOURS
Monday			
Tuesday			
Wednesday			
Thursday			
Friday			
Saturday			

\_\_\_\_\_  
Supervisor or Dealer Signature\_\_\_\_\_  
Date

***PLEASE MAIL IN THE PROVIDED POSTAGE-PAID ENVELOPE***

**HONDA/DES MOINES AREA COMMUNITY COLLEGE  
PROFESSIONAL AUTOMOTIVE CAREER TRAINING (PACT)  
INTERNSHIP QUESTIONNAIRE**

Date \_\_\_\_\_

Internship #: \_\_\_\_\_

Student Name \_\_\_\_\_

Dealership \_\_\_\_\_

Dealership Personnel Interviewed \_\_\_\_\_

DMACC Internship Coordinator \_\_\_\_\_

This evaluation is a factor used in calculating the grade of the student for this internship. Internships are part of their college graduation requirements.

1. Who is the technician acting as a mentor to the intern?

\_\_\_\_\_

2. How is work assigned to the intern?

\_\_\_\_\_

3. Does the person assigning work have a copy of the task list?

\_\_\_\_\_

4. Does the intern arrive to work daily and on time?

\_\_\_\_\_

5. Is the intern a courteous and conscientious worker?

\_\_\_\_\_

6. Is the intern ready and willing to work?

\_\_\_\_\_

7. Does the intern get along with co-workers?

\_\_\_\_\_

8. How often does the intern ask for help? (% of jobs or type of jobs)

\_\_\_\_\_

9. Do you believe the intern's technical level is appropriate for this point in his/her education?

\_\_\_\_\_

10. At what types of jobs does the intern excel?

\_\_\_\_\_

11. What types of jobs does the intern struggle with?

\_\_\_\_\_

OVER

12. What percentage of tasks have been completed at this point?

---

13. What task(s) will not be completed and why?

---

---

14. Has the overall PACT internship experience been satisfactory?

---

15. What is the intern's wages?

---

16. Has there been a raise this internship?

---

17. Are there any different expectations for the next internship?

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---

18. In your opinion, what grade should your intern receive if you were assigning a grade today and why?

---

---

19. Additional comments.

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**HONDA/DES MOINES AREA COMMUNITY COLLEGE  
PROFESSIONAL AUTOMOTIVE CAREER TRAINING  
EMPLOYER'S EVALUATION OF COOPERATIVE STUDENT**

STUDENT EMPLOYEE NAME: \_\_\_\_\_

EMPLOYER NAME: \_\_\_\_\_ LOCATION: \_\_\_\_\_

INTERNSHIP    I    II    III    IV    (Circle One)

TO THE EMPLOYER: To better assist you in training the above-named student to become a more valuable employee, we are requiring you to complete this form. Return this report to the PACT Coordinator.

DIRECTIONS: On this side of the sheet, the immediate supervisor will evaluate the PACT student objectively, keeping in mind the student's trainee status. The student's work grade will be scored on a point system as shown on the following page.

(Circle the appropriate score in each of the nine categories.)

**ATTITUDE/APPLICATION TO WORK**

- 4 Outstanding in enthusiasm
- 3 Very interested and industrious
- 2 Average in diligence and interest
- 1 Somewhat indifferent
- 0 Definitely not interested

**DEPENDABILITY**

- 4 Completely dependable
- 3 Above average in dependability
- 2 Usually dependable
- 1 Sometimes neglectful or careless
- 0 Unreliable

**QUALITY OF WORK**

- 4 Excellent
- 3 Very good
- 2 Average
- 1 Below average
- 0 Very poor

**JUDGEMENT**

- 4 Exceptionally mature in judgment
- 3 Above average in making decisions
- 2 Usually makes the right decision
- 1 Often uses poor judgment
- 0 Consistently uses bad judgment

**ATTENDANCE**

- 4 Regular
- 0 Irregular

**ABILITY TO LEARN**

- 4 Learns work exceptionally well
- 3 Learns work readily
- 2 Average in understanding work
- 1 Rather slow in learning
- 0 Very slow in learning

**INITIATIVE**

- 4 Proceeds well on his/her own
- 3 Goes ahead independently at times
- 2 Does all assigned work
- 1 Hesitates
- 0 Must be pushed frequently

**RELATIONS WITH OTHERS**

- 4 Exceptionally well accepted
- 3 Works well with others
- 2 Gets along satisfactorily
- 1 Has difficulty working with others
- 0 Will not work with others

**PUNCTUALITY**

- 4 Regular
- 0 Irregular

OVER

POINTS GRADES

36 – 30 .....	A	Superior
29 – 23 .....	B	Above Average
22 – 16 .....	C	Average
15 – 10 .....	D	Below Average
09 – Below .....	F	Failing

TOTAL POINTS: \_\_\_\_\_

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Coordinator: Please share your evaluation with the student. Make sure all areas have been completed (i.e., total points, signatures, evaluation sheet, and Final Grade).

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

Coordinator's Signature \_\_\_\_\_ Date \_\_\_\_\_

FINAL GRADE \_\_\_\_\_

**HONDA/DES MOINES AREA COMMUNITY COLLEGE  
PROFESSIONAL AUTOMOTIVE CAREER TRAINING  
STUDENT'S EVALUATION OF COOPERATIVE DEALERSHIP**

DEALERSHIP NAME: \_\_\_\_\_

STUDENT NAME: \_\_\_\_\_ LOCATION: \_\_\_\_\_

INTERNSHIP    I    II    III    IV    (Circle One)

TO THE STUDENT: To better assist you in receiving training from the above-named dealership and become a more valuable employee, we are requiring you to complete this form. Return this report to the PACT Coordinator. This instrument will be used at dealer and advisory meetings after student graduation.

DIRECTIONS: On this side of the sheet, you will evaluate the PACT dealership objectively, keeping in mind that you are a student. The evaluation will be scored on a point system as shown on the following page.

Circle the appropriate score in each of the nine categories.

**RELATED WORK**

- 4   Follows college work very well
- 3   Variety of tasks in some course areas
- 2   Enough tasks to keep me familiar
- 1   Not enough tasks to assure competence
- 0   Definitely not enough related work

**UNRELATED WORK (i.e., cut grass, painting, wash cars)**

- 4   All tasks relate to automotive repairs
- 3   Only do odd jobs when absolutely necessary
- 2   Do some odd jobs but acceptable
- 1   Do more odd jobs than automotive repairs
- 0   I feel like a janitor/go-fer

**WORKING CONDITIONS**

- 4   Shop is a pleasure to work in
- 3   Facilities are up to my expectations
- 2   I can live with the way the shop is arranged
- 1   Shop could use a good straightening up
- 0   You cannot perform a good job in these settings

**DEALER ESSENTIAL TOOLS**

- 4   Tools are complete, accessible and usable
- 3   Only have tools for some special applications
- 2   We have the tool, you just have to find it
- 1   If absolutely needed, we borrow it
- 0   You have to buy your own

OVER



**WAGES**

- 4 I am being paid what I'm worth  
3 My wages do not reflect my production rate  
2 I am having to work part-time in addition to my internship  
1 I make enough to barely survive  
0 I could make more at a fast food store

**WAGE INCREMENTS**

- 4 Have had an increase each internship  
3 Had to remind about wage increase promised  
2 I received a raise but too small  
1 Increases were talked about but rarely happened  
0 At the same wage I started with

**RELATIONSHIP - OTHER TECHNICIANS**

- 4 I feel like one of the "guys"  
3 My fellow technicians put up with me  
2 I keep to myself  
1 Sometimes get the feeling I'm being picked on  
0 The other technicians ignore me

**RELATIONSHIP - MANAGEMENT**

- 4 I feel honestly needed and well-motivated  
3 There seems to be a two-faced attitude  
2 I always initiate the communication  
1 There is not much communication with management  
0 Technicians must be a necessary evil

**TRAINING**

- 4 Work closely with a knowledgeable technician  
3 There are weekly training times on the job  
2 I work on my own with occasional help  
1 The only time I get help is if I ask for help  
0 Everything I learn is on my own

**POINTS GRADES**

- 36 – 30 ..... A Superior  
 29 – 23 ..... B Above Average  
 22 – 16 ..... C Average  
 15 – 10 ..... D Below Average  
 09 – Below ..... F Failing

COMMENTS: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

TOTAL POINTS: \_\_\_\_\_ FINAL GRADE: \_\_\_\_\_

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

This evaluation will be used at DMACC and only after you have graduated.

## STUDENT INFORMATION

Name: \_\_\_\_\_ Student ID Number: \_\_\_\_\_

Address: \_\_\_\_\_ Home Phone: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_ Cell Phone: \_\_\_\_\_

DOB (Mo/Day/Yr): \_\_\_\_\_ Email: \_\_\_\_\_

Driver's License Number and State: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

## STUDENT CONSENT TO RELEASE INFORMATION

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g, et. seq.) requires written consent to disseminate personally identifiable education records of any student.

**By my signature below, I give permission for DMACC to release the information selected on this form to American Honda and Honda Dealer(s).**

This authorization shall remain in effect for five (5) years or until the date of my DMACC graduation, as well as rescinded by me. I understand that I may rescind this authorization by submitting a second form and selecting the "Cancel Release To:" option or by submitting another form of revocation in writing with my signature.

## RELEASE OF INFORMATION

I hereby grant permission to Des Moines Area Community College to share all records concerning the Honda PACT Program with American Honda Co. and Honda Dealers.

I understand that (1) I have the right not to consent to the release of my education records; (2) I have the right to obtain a copy of such records upon request; (3) and that this consent shall remain in effect until revoked by me, in writing, and delivered to Des Moines Area Community College, Academic Records/Registrar's Office, but that such a revocation shall not affect disclosures previously made by Des Moines Area Community College prior to the receipt of any such written revocation.

\_\_\_\_\_  
Applicant Signature

\_\_\_\_\_  
Date

## HONDA PACT CANDIDATE EMPLOYMENT AGREEMENT FORM

CANDIDATE NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NUMBER: \_\_\_\_\_

DEALER APPROVAL: I agree to employ this student for the HONDA PACT Program. I have discussed with the student policies that will benefit both parties. We understand our responsibilities and will uphold them to the best of our ability.

Dealer Initial	The PACT dealership will:
	1. Attend dealer orientation meeting at DMACC (held prior to beginning of first internship).
	2. Assign a knowledgeable technician to oversee the student intern during each internship period.
	3. Distribute task list to appropriate dealership personnel at the beginning of each internship.
	4. Provide work to ensure task competencies for each internship.
	5. Meet with the student intern weekly and discuss concerns of both parties.
	6. At the end of each internship, meet with the student intern and complete his/her evaluation form.
	7. Pay the HONDA PACT student intern a fair wage with incentive increases: _____ 30 – 60 days before school starts (if possible) _____ Internship I _____ Internship II                      (refer to suggested pay plan on Page 23)
	8. Supply uniforms in accordance with dealer policy (student interns are required to wear complete uniform during all school activities). _____ dealer cost                      _____ student intern cost
	9. Provide Honda PACT student with any user IDs and passwords needed for electronic service information prior to start of classes.
<div style="display: flex; justify-content: space-between;"> <div style="width: 48%;"> <p>Dealership Name _____</p> <p>Service Manager (Please print) _____</p> <p>Address _____</p> <p>City/State/Zip _____</p> <p>Comments: _____</p> </div> <div style="width: 48%;"> <p>Date _____</p> <p>Area Code – Phone Number _____</p> <p>Fax Number _____</p> <p>E-mail Address _____</p> </div> </div>	
<p>We have discussed the terms above and agree to them.</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 48%;"> <p>_____</p> <p>_____</p> <p>_____</p> </div> <div style="width: 48%;"> <p>Dealer Principal</p> <p>Service Director/Manager</p> <p>PACT Student Intern</p> </div> </div>	

Return this completed form to Jerry Burns at JLBURNS@dmacc.edu