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ATTACHMENTS

STUDENT INFORMATION AND ASSESSMENT RESULTS FORM
CANDIDATE EMPLOYMENT AGREEMENT FORM



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

MOPAR CAP, co-sponsored by DMACC and FCA (Fiat Chrysler Automobiles), is a two-year automotive program designed to upgrade the technical competence and professional level of entry level, FCA dealership technicians. The curriculum, designed by FCA and DMACC, leads to an Associate in Applied Science Degree in Automotive Technology.

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

We use late model vehicles (donated by FCA) for use in technician training. These cars are equipped with the latest in automotive technology including electronic controls, antilock brake systems, electronic transmissions, and on-board vehicle diagnostics.

I look forward to your participation in the MOPAR CAP Program as you prepare for a rewarding career as a Chrysler, Dodge, Jeep, Ram, and FCA dealership technician. If you have any questions, please contact me at 515-964-6891 or jdrussell@dmacc.edu.

Sincerely,

John Russell

John Russell
MOPAR CAP Program Chairperson

Ankeny Campus

2006 S. Ankeny Boulevard
Ankeny, IA 50021
515-964-6200

Boone Campus

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

Carroll Campus

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

Newton Campus

600 N. 2nd Avenue W.
Newton, IA 50208
515-791-3622

Urban Campus

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

**MOPAR CAP
APPLICATION PROCEDURES AND CHECKLIST**

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

- _____ 1. Complete the DMACC Application for Admissions online at www.dmacc.edu. Click on the Admission tab, and then go to “Apply Now”.
- _____ 2. All prospective MOPAR CAP candidates are required to meet minimum test scores before they can be accepted into the CAP Program. See the enclosed Student Information and Assessment Results Form. Please call the Assessment Center at the Ankeny Campus at 515-964-6595 to schedule your testing appointment. Please make sure the Testing Center knows you also need to take the Mechanical Reasoning test.
- _____ 3. Once you have completed the pre-acceptance tests, schedule a personal interview with the CAP Program Chairperson. Call 515-964-6891 to schedule this interview. At the interview, you will go over your test scores, program requirements, the Candidate Information Form, internship forms, and your goals as a CAP student at DMACC and in a FCA dealership.
- _____ 4. Schedule an appointment for an interview with a dealer or service manager in a participating FCA dealership. Take the Candidate Information Form to your interview. **It is the student’s responsibility to locate his/her own employer, and you must be employed by an FCA dealership to be in the CAP Program.** Students experiencing difficulty in locating an employer should contact the MOPAR CAP Program Chairperson.
- _____ 5. After a dealer agrees to employ you, bring the completed Employment Agreement Form to the MOPAR CAP Program Chairperson.
- _____ 6. Students will receive a letter of acceptance to the college after all pre-acceptance requirements are complete. You will then be notified as to the date of orientation and registration for classes.

CHRYSLER/DES MOINES AREA COMMUNITY COLLEGE CAREER AUTOMOTIVE PROGRAM

The MOPAR Career Automotive Program (CAP) is a six-semester automotive program designed to educate and train individuals for careers as FCA 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 FCA products at Des Moines Area Community College (DMACC). In addition, the student will assume a position as an entry-level dealer service technician intern in an FCA 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 69 (see map on page 24).

Program Schedule

The program lasts six semesters. Half of the time is spent attending classes at DMACC, the remaining time is spent as an intern in the employing FCA 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 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 FCA dealership. **It is the prospective student's responsibility to locate their own FCA dealer/employer.** If necessary, students will receive assistance in locating a dealer. The 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 MOPAR CAP student. The two-year program costs are **approximately** \$11,840* for tuition/fees and \$1,705 for books. Non-resident tuition is approximately \$23,680. However, non-resident students should see the MOPAR CAP Program Chairperson on eligibility for a non-resident tuition waiver.

In addition to the tuition, fees and textbook costs, students are also responsible for a prescribed basic hand tool set (see page 20). These tools will be needed by the first week of classes. The **approximate initial cost** of the tool set is \$3,500** 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 MOPAR CAP 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** \$17,545; for out of state residents it is **approximately** \$29,385.

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

***Prices vary depending on brand and upgrade options, and does not include the cost of a tool box.*

Program Benefits

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

MOPAR CAP 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. MOPAR CAP helps to develop the diagnostic skills needed to work on today's automobile and start a career as a FCA dealer service technician.

MOPAR CAP students build an FCA training history as they attend classes at DMACC. Many of the service training standards required of the FCA dealers can be met by employing MOPAR CAP students and retaining them after graduation.

Student Wages

One of the most frequently asked questions by dealers is what to pay their MOPAR CAP students. Pay rates are negotiated between the students and their dealerships. As a guide, rates for students on internship have run between \$9.00 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.

John Russell, Program Chairperson & Instructor
MOPAR CAP Program
515-964-6891
Email: jdrussell@dmacc.edu

Mark Armbrecht, Instructor
MOPAR CAP Program
515-965-7166
Email: maarmbrecht@dmacc.edu

EXPECTED RESPONSIBILITIES OF PARTICIPANTS

DES MOINES AREA COMMUNITY COLLEGE

- Appoint a person with administrative responsibility for all aspects of MOPAR CAP at the college (MOPAR CAP Coordinator).
- Assist dealers with student selection process and recruiting.
- Furnish program information on request.
- Provide on-campus instruction in accordance with the approved MOPAR CAP curriculum.
- Maintain student scholastic records.
- Provide academic advisement.
- Keep dealers and FCA 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 MOPAR CAP contact person to assure attainment of work experience competencies.
- Provide MOPAR CAP instructors with professional leave to attend FCA classes to meet MOPAR CAP Instructor Standards.
- Furnish enrollment information to FCA.
- Devise and implement a promotional plan.

FCA CHRYSLER CAP STUDENT

- Obtain and maintain FCA dealer employment.
- Provide employer (FCA 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, housing, and complete a DMACC Student Personal Health History form.
- Wear appropriate work uniforms during campus and dealership training.
- Participate in dealership service meetings during internships and any other training provided by the dealership.

FCA 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 MOPAR CAP 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 MOPAR CAP Advisory Committee meetings.

FCA CHRYSLER CORPORATION

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

MOPAR CAP ADMINISTRATION

The FCA MOPAR CAP Program at DMACC is administered through the Automotive Technology Program within the Industry and Technology Division.

Scott Ocken, Dean of Industry and Technology, and John Russell, MOPAR CAP Program Chairperson, perform the duties of coordinating the MOPAR CAP program.

The MOPAR CAP Coordinator's duties are to:

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

FCA MOPAR CAP Instructors

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

MOPAR CAP instructors will be trained by attending various FCA or product seminars. Some of this training will be in the form of:

1. FCA Training Center classes
2. MOPAR CAP Instructor Training classes
3. Equipment Manufacturer classes

WORK EXPERIENCE/INTERNSHIP COORDINATOR

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

The MOPAR CAP internship coordinator will have contact with the student at least monthly. The MOPAR CAP student will log their work experience daily and submit these reports on a weekly basis to the MOPAR CAP Coordinator. During each internship the MOPAR CAP internship coordinator, the in-dealership coordinator, and the MOPAR CAP student shall have at least one formal conference. A Dealership Questionnaire and Student Report will be completed by the MOPAR CAP internship coordinator at each visitation.

MOPAR CAP INTERNSHIP

The internship is vital to the dealership and the MOPAR CAP 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.

**DES MOINES AREA COMMUNITY COLLEGE
MOPAR CAREER AUTOMOTIVE PROGRAM (CAP)**

Contact Persons

John Russell, Chairperson

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Transport/Industry & Technology, DMACC
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Automotive Department
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The primary MOPAR CAP information contact is John Russell.

**DMACC – INDUSTRY & TECHNOLOGY/AUTOMOTIVE TECHNOLOGY
CAP ADVISORY COMMITTEE**

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

The MOPAR CAP Advisory Committee is made up of the following people: FCA dealership representatives, college representatives, FCA Corporation representatives, and one present or graduate student representative. Each dealer who sponsors a MOPAR CAP 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 John Russell, MOPAR CAP Program Chairperson, at 515-964-6891, or jdrussell@dmacc.edu.

MOPAR CAP INSTRUCTIONAL STAFF**JOHN RUSSELL**

24 years DMACC instructor
18 years FCA dealership experience
36 years of ongoing FCA training
ASE Certified - Master Auto Technician
ASE Certified – Advanced Engine Performance
A.A.S. Iowa Central Community College, Fort Dodge, Iowa

MARK ARMBRECHT

24 years DMACC instructor
5 years FCA dealership experience
FCA Master Tech in 1993
ASE Certified – Master Auto Technician
ASE Certified – Alternative Fuels
ASE Certified – Collision Repair – Electrical and Mechanical
ASE Certified – Medium/Heavy Duty Truck – Gas Engine and Electric & Diesel Engine
ASE Certified – Advanced Engine Performance
ASE Certified – Light Duty Hybrid/Electric Vehicle
ASE Certified – Electronic Diesel Engine Diagnosis
ASE – Light Vehicle Diesel
A.A.S., Hawkeye Community College, Waterloo, IA

TUITION AND FEES

Tuition

Tuition for credit offerings (resident students):

Full- or part-time enrollment (per credit) \$ 160.00*

Non-resident students need to see the MOPAR CAP Program Chairperson on eligibility for non-resident tuition waiver.

* Tuition and fee rate is an estimate only. DMACC reserves the right to change tuition and fees.

* All fees are non-refundable.

Financial Aid

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 online at www.fafsa.ed.gov as of October 1st of each year.

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

	2020 Fall Semester	2021 Spring Semester	2021 Summer Semester	2021 Fall Semester	2022 Spring Semester	2022 Summer Semester	Total Cost
Tuition & Fees**	\$ 1,920	\$ 2,240	\$ 1,600	\$ 2,080	\$ 2,560	\$ 1,440	\$11,840*
Tools***	\$ 3,500	\$ 100	\$ 100	\$ 100	\$ 100	\$ 100	\$ 4,000*
Books*	\$ 550	\$ 450	\$ 300	\$ 150	\$ 150	\$ 105	\$ 1,705*
Total*	\$ 5,970	\$ 2,790	\$ 2,000	\$ 2,330	\$ 2,810	\$ 1,645	\$17,545*

* Costs are approximate figures.

** For out-of-state costs -- see Tuition and Fees, see previous page.
Des Moines Area Community College reserves the right to change tuition and fees.

*** 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 Amanda Crawford, Campus View Property Manager, at 515-964-7474, or send an email to amandacrawford@houserdevelopment.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 Michelle Ogden, Community Manager, at 515-422-9882, or visit www.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, call Trista Sanchez, 515-289-0700, or send an email to tristasanchez@houserdevelopment.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 <https://go.dmacc.edu/housing/Pages/welcome.aspx>.

**MOPAR COLLEGE AUTOMOTIVE PROGRAM
(CAP) SCHEDULE**

COURSES	CREDITS	AT DMACC	AT DEALERS
<u>FALL 2020</u>			
AUT 114 Shop Fund/Minor Service	4	8/26/20 – 12/17/20	
SDV 108 The College Experience	1		
AUT 615 Auto Electricity/Electronics	4		
MAT 772 Applied Math	3		
Total	12		
<u>SPRING 2021</u>			
AUT 524 Auto Brake Systems & Serv.	4	1/11/21 – 3/08/21	3/09/21 – 5/06/21 (Technical Internship 1)
AUT 404 Basic Suspension & Steering	4		
PHY 710 Technical Physics	3		
ATC 320 Technical Internship I	3		
Total	14		
<u>SUMMER 2021</u>			
AUT 163 Automotive Engine Repair	3	5/25/21 – 6/30/21	7/01/21 – 8/05/21 (Technical Internship 2)
AUT 704 Auto Heating & AC	4		
ATC 330 Technical Internship II	3		
Total	10		
<u>FALL 2021</u>			
AUT 652 Adv. Automotive Electricity	3	8/25/21 – 10/20/21**	10/25/21 – 12/16/21** (Technical Internship 3)
AUT 834 Automotive Fuel Systems	4		
COM 703 Communication Skills	3		
ATC 340 Technical Internship III	3		
Total	13		
<u>SPRING 2022</u>			
AUT 242 Basic Automotive Power Train	6	1/10/22 – 5/05/22**	
AUT 842 Auto Computerized Eng Controls	4		
AUT 243 Advanced Powertrains	6		
Total	16		
<u>SUMMER 2022</u>			
ATC 350 Technical Internship IV	3	6/30/22 – 8/4/22**	5/9/22 – 6/29/22** (Technical Internship 4)
AUT 847 Electrical Systems Diagnosis	3		
PSY 102 Human Work Relations	3		
Total	9		
GRADUATION August 4, 2022**		Total Credits: 74	

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

MOPAR CAP CURRICULUM

AUT 114 Shop Fundamentals & Minor Service Credits: 4

Course description: 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.

AUT 163 Automotive Engine Repair Credits: 3

Course description: Course will provide instruction in the theory and operation of the 4-stroke cycle engines. Emphasis will be placed on both design and proper disassembly/reassembly procedures.
Prerequisite(s) – AUT 114

AUT 242 Basic Automotive Powertrain Credits: 6

Course description: Principles of operation and construction of automotive power trains. Includes instruction in the theory of hydraulic and planetary systems in automatic transmissions.
Prerequisite(s) – none

AUT 243 Advanced Automotive Powertrain Credits: 6

Course description: Instruction on powertrain and drive line systems. Proper diagnosis procedures, service and repair will be emphasized through hands-on experience.
Prerequisite(s) – AUT 242

AUT 404 Automotive Steering & Suspension Credits: 4

Course description: Instruction in the theory of operation and service procedures used in the maintenance and repair of automotive steering and suspension systems.
Prerequisite(s) – none

AUT 524 Automotive Brake Systems & Service Credits: 4

Course description: Instruction in the theory of operation and service procedures of automotive brakes.
Prerequisite(s) – none

AUT 615 Auto Electricity/Electronics Credits: 4

Course description: Provides instruction in theory and operation of automotive electrical circuits. Safety, meters and service information will be emphasized.
Prerequisite(s) – none

AUT 652 Advanced Automotive Electricity Credits: 3

Course description: Provides instruction in the diagnosis, repair and service of electrical and electronic components found on current vehicles.
Prerequisite(s) – AUT 615

AUT 704 Automotive Heating and Air Conditioning Credits: 4

Course description: Provides instruction in the theory of operation of auto air conditioning and heating systems as well as diagnosing and servicing auto air conditioning and heating systems.

AUT 834 Automotive Fuel Systems Credits: 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(s) – none

AUT 842 Auto Computerized Engine Controls Credits: 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(s) – AUT 834

AUT 847 Electrical Systems Diagnosis Credits: 3

Course description: Instruction in techniques and procedures required to diagnose and service microprocessor-controlled body electrical systems.

Prerequisite – AUT 615, AUT 652

ATC 320 Technical Internship I* Credits: 3

Course description: The technician will work in a participating dealership. The work will be full time, approximately 40 hours per week. The tasks will be consistent with the technician's ability and previous course work. A task list will be issued to each dealer.

Prerequisite(s) – AUT 114, AUT 404, AUT 524, AUT 615

ATC 330 Technical Internship II* Credits: 3

Course description: Work experience at a participating dealership. The tasks will be consistent with the technician's ability and previous course work.

Prerequisite(s) – AUT 114, AUT 404, AUT 524, AUT 615

ATC 340 Technical Internship III* Credits: 3

Course description: Work experience at a sponsoring dealership. The tasks will be consistent with the technician's ability and previous course work.

Prerequisite(s) – AUT 163, AUT 652, AUT 704, AUT 834

ATC 350 Technical Internship IV* Credits: 3

Course description: Work experience at a participating dealership. Tasks will be consistent with the technician's ability and previous course work.

Prerequisite(s) – ATC 328, ATC 340

** The students will be working full - time for a minimum of 1/2 semester. The internships may be longer since the students will work during college breaks*

RELATED COURSES:

COM 703 - Communication Skills** Credits: 3

Emphasis on reading and evaluating industry-related literature and on applying the principles of clearness, conciseness, and correctness in written and oral communication.

MAT 772 – Applied Math** Credits: 3

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.

PHY 710 – Technical Physics** Credits: 3

A physics course for students of technology. Topics include: forces, work, energy, materials, heat, electricity, and magnetism, with a strong emphasis on practical applications.

PSY 102 – Human and Work Relations Credits: 3

Emphasizes an awareness of the factors inherent in human relationships and psychological adjustment patterns of individuals and groups. Effort is made to develop the techniques of interpersonal relations and coping.

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

**FCA TRAINING CENTER EMBEDDED COURSES
IN MOPAR CAP COURSE OF STUDY**

An added benefit to FCA dealers employing a MOPAR CAP student is the training record these students will earn. The MOPAR CAP Program includes approximately 40 FCA courses embedded into the curriculum. Students will receive credit for these courses and begin to build a substantial training record. **Upon graduation** the FCA dealer will receive credit for the student's training. MOPAR CAP graduation also fulfills prerequisites for many advanced FCA courses. The embedded courses are updated yearly to reflect changes in service training standards. For a copy of this years' embedded course list, please contact John Russell at 515-964-6891 or jdrussell@dmacc.edu.

PROPOSED MOPAR CAP PAY PLAN...A GUIDE FOR DEALERS

Purpose: To provide direction to FCA FCA Dealers in the development of a pay plan for their MOPAR CAP students that will address the following issues:

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

Important points to remember about a MOPAR CAP 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. **MOPAR CAP interns gauge their value to the dealership by how they feel they are treated and how they are paid.**

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 MOPAR CAP 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:
 - 7/16" through 1-1/8" SAE sockets
 - 12mm through 36mm metric sockets
 - breaker bar
 - extensions
3. 3/8" drive socket/ratchet set to include:
 - 1/4" through 3/4" SAE sockets
 - 8mm through 19mm metric sockets
 - 9/16" and 5/8" deep plug sockets
 - 13/16" spark plug socket
 - 5/8" spark plug socket
 - extensions
 - universal joint
4. 1/4" drive socket/ratchet set to include:
 - 3/16" through 1/2" SAE sockets
 - 4 mm through 15mm metric sockets
 - nut driver handle
 - extensions
 - universal joint
5. Wrenches to include:
 - 1/4" through 1" combination, SAE
 - 7mm through 22mm combination, metric
 - 3/8" through 5/8" line, SAE
 - 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
 - T8 through T30 screwdriver
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
 - 16 oz. dead blow
 - 16 oz. ball peen
 - 32 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
 - 1/16" through 3/8" hex
 - 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
23. Blow gun
24. Air chuck
25. 6" pocket steel ruler
26. Outside Micrometer
 - 0" – 1" (with vernier scale .0001) OR
 - 0mm – 25mm

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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
32. Oil filter wrenches (should fit small and large filters)
33. Universal terminal release tool (pick set)
34. Ignition 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

36. Digital Multimeter (*specs and examples are listed below*)

Specs

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

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

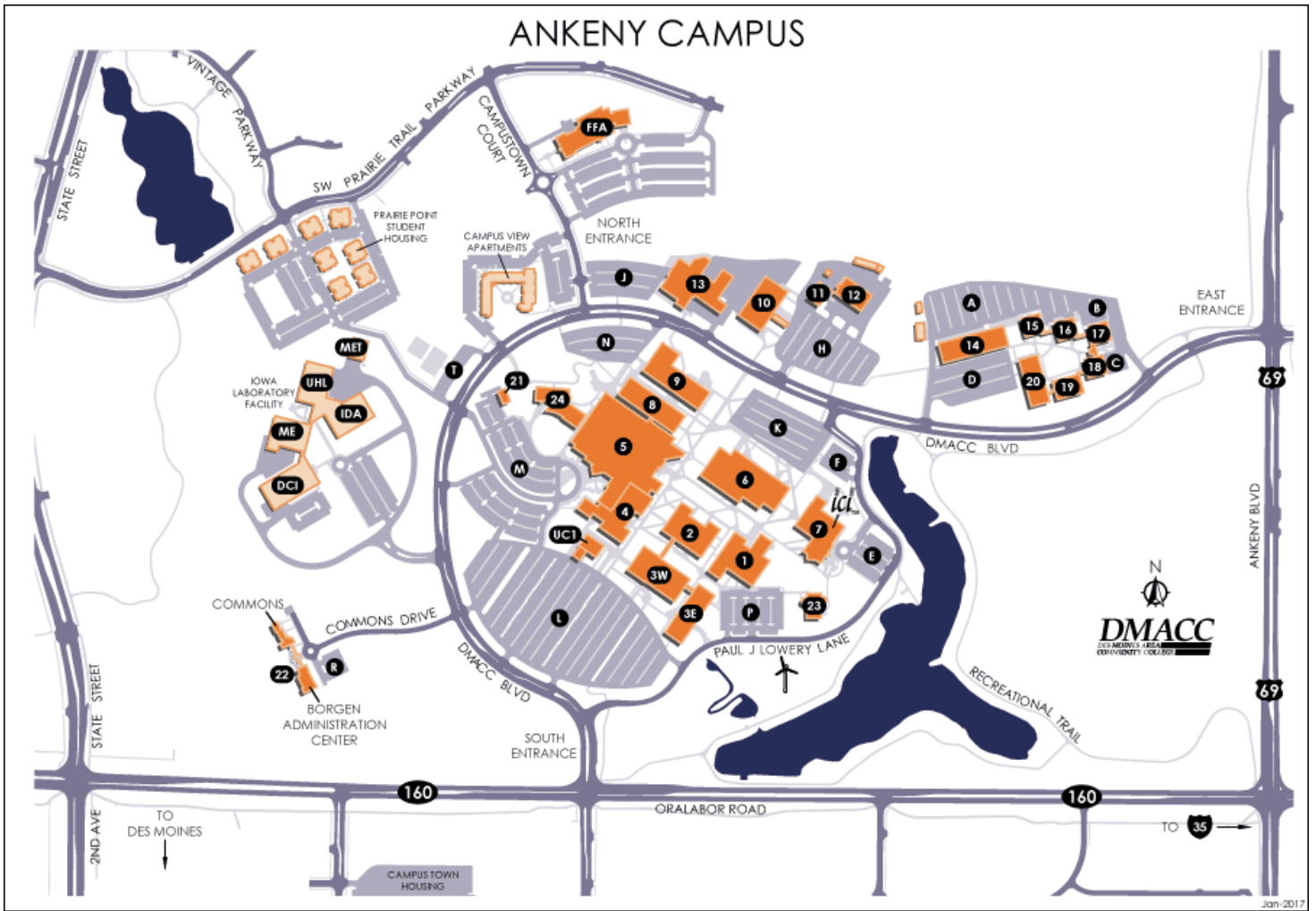
- 22-811 www.radioshack.com
- 82334 www.sears.com
- EM700 www.mactools.com
- MDTECH or DM115 www.matcotools.com
- EEDM504D www.snapon.com

37. Plastic thread pitch gauge
 - Standard and metric
38. Quick disconnect tools
39. Magnetic pick up tool
40. Inspection mirror
41. 12-foot steel measuring tape

42. Safety glasses (not goggles, not tinted, and meets ANSIZ87.1 safety standard)
43. Magnetic parts tray
44. School supplies
 - 4 – 1-1/2” 3-ring binders
 - 12 – #2 pencils
 - 12 – Blue or black ink pens
 - 1 – Highlighter
 - 1 – Clipboard

Optional tools may be purchased as needed.

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