



Tolles Career & Technical Center offers tuition-free career & technical programming to Dublin City Schools students who are interested in pursuing their education at a two- or four-year university; students interested in pursuing a career immediately after high school; or a combination of both. As Tolles is considered an extension of Dublin City Schools, students are expected to meet graduation requirements in order to graduate from their respective Dublin high school. In addition to receiving their high school diploma, students who successfully complete a Tolles program will receive a Certificate of Completion and Career Passport from the Center.

Tolles offers a full range of college preparatory academics and Spanish. Tolles provides Dublin students with several opportunities to receive college credit through the PSEO (for qualifying students) and articulation agreements. Our articulation agreements with several central Ohio two- and four-year colleges provide students with the opportunity to receive college credit for successful completion of certain programs. Many Tolles students continue their education at the post-secondary level, receiving close to \$400,000 in college scholarships.

Full-day and half-day options are available to Dublin students. Students may choose to take their academics at a Dublin City High School or at Tolles. Transportation is provided to and from the Center.

Entrance Requirements

Admission requirements to attend Tolles Career & Technical Center include a minimum of eight (8) high school credits (including six core course requirements in English, Math, Science, and Social Studies). Students with three years of high school must have ten (10) high school credits with eight core courses. It is strongly suggested that students satisfy their Health and Physical Education credits prior to attending Tolles Career & Technical Center. Additional prerequisites may be required depending on the program.

Additional Information

For more information about Tolles Career & Technical Center, please contact your Dublin guidance counselor or call Tolles at (614) 873.4666; alternatively, visit the Tolles website at www.tollestech.com.

Program Offerings

Academy of Business & Finance	Firefighting/EMS
Art Design & Communications	Health Academy
Auto Collision Repair	College Tech Prep Nursing
Auto Services	Health Care Services
Automotive Technology	Sports Medicine & Exercise
Broadcasting & Video Production	Science
Carpentry	Medical Office Management
Computer Science Academy	Pre-Vet Technologies
- Computer & Network Support Technology	Recreational & Power Mechanics
- Software Development/Multimedia	Small Animal Care
Cosmetology	Teaching Professions Academy
Criminal Justice	Turf, Landscape & Greenhouse Management
Culinary Arts	Welding & Fabrication Technologies
Engineering Design	
Early Childhood Education	



COURSE COMPETENCIES

Academy of Business & Finance: Curriculum includes Management principles, Entrepreneurship, International Business, Accounting basics, Economics, Marketing, software applications, general office procedures, and oral and written communications.

Art, Design & Communications: Curriculum includes basic and advanced illustrations, color, theory, and analysis, layout design and production, typography, hand lettering, computerized design methods, portfolio preparation, and art appreciation.

Auto Collision Repair: Curriculum includes frame and unibody repair, removal and replacement of body panels, spraying of refinish products, welding techniques, body shop management, and preparation for ASE certification.

Auto Services: Curriculum includes auto maintenance and service, exhaust systems, cooling system repair, brake inspection and replacement, lubrication systems, and tire rotation and repair.

Automotive Technology: Curriculum includes computer analysis, preparation for ASE certification, transmission and drive trains, steering and suspensions and alignment, drivability diagnosis and repair, electrical and charging systems, engine repair and replacement.

Broadcasting & Video Production: Curriculum includes radio/TV production planning, studio equipment operation, nonlinear video editing, script writing, storyboarding, selecting promotional media, graphics and set design.

Carpentry: Curriculum includes blueprint reading, estimating costs, building codes, house construction, floor and wall framing, roofing, insulation, interior and exterior finishing.

Computer Science Academy: Curriculum covers each of four IT disciplines: Information Services and Support, Network Systems, Programming and Software Development, and Interactive Media. Students can major in either Computer & Network Support Technology or Software Development/Multimedia in their senior year.

Cosmetology: Curriculum includes hair cutting, styling, coloring, perms, salon management, scalp and nail care, waxing, facials, and National/State Board certification preparation.

Criminal Justice: Curriculum includes crime scene search, investigation, criminal and court procedures, First Aid and CPR, patrol functions, radio communications, self-defense techniques, and military drills.

Culinary Arts: Curriculum includes nutrition, menu development, food preparation, processing, and production, sanitation and safety, purchasing, inventory management, management operations, and customer relations.

Early Childhood Education: Curriculum includes preschool operation, curriculum and lesson planning, First Aid and safety, music and motor development skills, child nutrition, and infant/child development.

COURSE COMPETENCIES (continued)

Engineering Design: Curriculum includes an introduction to Computer Assisted Drafting (CAD), 3D modeling, production; robotics and automated manufacturing; engineering strength and materials; and, project management.

Firefighting/Emergency Medical Service: Curriculum includes fire prevention and suppression, equipment operation, search and rescue, emergency vehicle operation, First Aid and CPR, and hazardous material operations. *Student must have certain prerequisites to be considered for this program.*

Health Academy: Students in the Health Academy study the same core curriculum the junior year with the opportunity to specialize in one of three majors in the senior year: College Tech Prep Nursing, Health Care Services, or Sports Medicine & Exercise Science.

Medical Office Management: Curriculum includes medical terminology and transcription; office procedures; medical coding and billing; managing practice finances; and scheduling and receiving patients.

Pre-Vet Technologies: Curriculum includes animal handling, pet first aid, parasitology, microbiology, Hematology, urinalysis, disease identification, instrument identification, and anatomy and physiology. *Student must have certain prerequisites to be considered for this program.*

Recreational & Power Mechanics: Curriculum includes gas/diesel engine repair (2 & 4 stroke); power trains; electronics/electrical systems; hydraulic/hydrostatic systems; air conditioning/heating; and welding.

Small Animal Care: Curriculum includes pet grooming, nutrition, aquarium management, pet shop operation, dog obedience, and veterinary office procedures.

Teaching Professions Academy (Senior Only): Curriculum includes PRAXIS I Portfolio-Teacher licensure study, educational theory, research, and psychology, lesson planning, instruction, and assessment, classroom guidance, classroom management, technology in teaching, and an internship at the elementary, middle, and high school level. *Student must have certain prerequisites to be considered for this program.*

Turf, Landscape, and Greenhouse Management: Curriculum includes greenhouse operation, landscape maintenance, golf course management, pest, plant, and turf identification, landscape design, fish and wildlife management.

Welding & Fabrication Technologies: Curriculum includes basic metallurgy, blueprint reading, weld inspection and testing, SMA welding (Electric Arc), GMA welding (MIG), FCA welding (Flux core), GTA welding (TIG), oxy-fuel and plasma cutting.