

# EDUCATION AFTER HIGH SCHOOL **2**

## One- and Two-Year Programs

### The **BIG** Idea

- What can a one- or two-year school offer me, and how should I choose one?

### AGENDA

Approx. 45 minutes

- I. Warm Up (5 minutes)
- II. Keeping Your Options Open! (10 minutes)
- III. How to Judge (10 minutes)
- IV. A Look at Two Schools (15 minutes)
- V. Wrap Up (5 minutes)

### MATERIALS

#### STUDENT HANDBOOK PAGES:

- Student Handbook page 57, Careers with a Degree of Two Years or Less
- Student Handbook page 58, Pros and Cons of One- and Two-Year Schools
- Student Handbook page 59, Keeping Your Options Open!
- Student Handbook page 60, Examining One- and Two-Year Schools

#### FACILITATOR PAGES:

- Facilitator Resource 1, Class List: Careers with a Degree of Two Years or Less
- Facilitator Resource 2, Jobs for People without a Four-Year Degree, one copy per student
- Facilitator Resource 3, Discussion Points of One- and Two-Year Schools

- Copies of the web pages listed in **Preparation** (one set for every two students)

### OBJECTIVES

During this lesson, the student(s) will:

- Learn ways to evaluate one- and two-year programs.
- Learn that there are high school requirements for one- and two-year programs that determine admission and success.
- Discuss the pros and cons of attending one- and two-year programs.

## OVERVIEW

Students list careers you can get with one- and two-year degrees and discuss the factors to consider when choosing tech schools and other one- and two-year programs. In pairs they review website information from two of these schools, then find out their admission requirements. They finish the lesson by discussing reasons to go and not to go to one- and two-year programs.

## PREPARATION

- List the day's **BIG IDEA** and activities on the board.
- Write the day's vocabulary words and definitions on the board.
- The following handouts need to be made into overhead transparencies or copied onto chart paper:
  - **Student Handbook page 58, Pros and Cons for One- and Two-Year Schools**
  - **Student Handbook page 59, Keeping Your Options Open!**
  - **Student Handbook page 60, Examining One- and Two-Year Schools**
  - **Facilitator Resource 2, Jobs for People Without a Four-Year Degree**
  - **Facilitator Resource 3, Discussion Points of One- and Two-Year Schools**
- Select two schools from the list below, or substitute two similar schools from your region. (See **Implementation Options**.) Visit their websites and create packets that address the information listed on **Student Handbook page 60, Examining One- and Two-Year Schools**. (Make a class set for each school.)
  - Candeska Cikana Community College  
<http://www.littlehoop.edu/content/>
  - Rasmussen College – Fargo  
<http://www.rasmussen.edu/locations/north-dakota/fargo/>
  - Williston State College  
<http://www.willistonstate.edu/>
  - Fort Berthold Community College  
<http://www.fortbertholdcc.edu/>

## VOCABULARY

**Post-secondary Education:** Schooling after high school that includes programs at technical and trade schools, community colleges, and four-year colleges.

**Licensed:** Legally permitted to operate.

**Accreditation:** Official approval of a program after a school has met specific requirements.

**Financial Aid:** Any type of assistance used to pay college costs.

## IMPLEMENTATION OPTIONS

If you typically meet with students in the computer lab, rather than printing out the web pages for **Activity III, A Look at Two Schools**, you may prefer to have students access them online.

Instead of using the schools provided, you might want to investigate other tech schools and use information from two you find worthy. Through RUPrepareND.com, students can access explore schools by browsing or by using the School Finder tool.

Directions:

1. Have students sign into RUPrepareND.com.
2. Select College Planning.
3. Click on the College Planning tab at the top, then Explore Schools.

Students can search for schools by region and by type of program offered.

## ACTIVITY STEPS

### I. Warm Up: (10 minutes)

1. [Begin the class by referring students to **Student Handbook page 57, Careers with a Degree of Two Years or Less**. Have them complete the worksheet. Once the students have completed it, display **Facilitator Resource 1, Class List of Careers with a Degree of Two Years or Less**. Call on a few student volunteers to read their lists aloud. As they read them, record each career under its proper category.

Give each student a copy of **Facilitator Resource 2, Jobs for People without a Four-Year Degree**. Instruct the students to circle any careers that surprised them. Then allow a few students to share one career they were surprised to find on the list.]

2. **SAY SOMETHING LIKE:** Many people don't figure out their plan for their education after high school until their junior or senior year. But it can really pay off to investigate your options right now. There are two great reasons to start early:
  - You won't feel panicky and pressured as graduation approaches.
  - It can help you make sure your high school work prepares you for the option you choose.

### II. Keeping Your Options Open! (10 minutes)

1. **SAY SOMETHING LIKE:** Throughout this unit we will be focusing on different types of post-secondary options. You may already have an idea of what you want to do after high school, but I want all of you to have information about every option. To accomplish this, I'll need your patience and attention during the classes that focus on something other than your main goal, for your own future reference as well as out of respect for those who need the information immediately.

Last class you learned about the four different post-high school options. Does anyone remember all four? [Allow students to respond.] Next week, we'll talk about four-year colleges. Today we are going to examine the advantages of going to a one- or two-year school. This includes tech and trade school as well as community college.

[Instruct students to turn to **Student Handbook page 58, Pros and Cons for One- and Two-Year Schools**. As a class, discuss the benefits and factors to consider for tech/trade schools and community colleges. (See **Facilitator Resource 3, Discussion Points for One- and Two-Year Schools**.)]

2. **SAY SOMETHING LIKE:** For many careers, there is no one perfect educational pathway. Often there's more than one way to reach a career goal. You may already be planning on attending a four-year college after you graduate from high school. But there's more than one way to get there. Some students get a two-year degree at a community college, and then move on to a four-year school. It's a way of getting used to college a little at a time, and can save you money, too! The key is to keep your options open.

[Display **Student Handbook page 59, Keeping Your Options Open!** using an overhead or chart paper. Discuss the multiple education pathways for each of the following careers: medical lab technician, restaurant manager, and nurse. Explain that your job opportunities and salary will increase as you attain more education.]

3. People sometimes mistakenly believe that community college is an easy option to build your skills. While it's true that many community colleges have open enrollment, that is, they admit all students with a high school diploma, there may be bad news for people who haven't studied in high school. If you're not academically prepared, you're more likely to need remedial courses. These courses will not count toward your degree and will end up costing you more money! Many community and technical colleges require an entrance exam to show you've mastered the basic skills needed to succeed.

### III. How to Judge (10 minutes)

1. **SAY SOMETHING LIKE:** What are some of the ways you could check out a one- or two-year program? (*Look at websites and/or school brochures, talk to school reps, school counselors, people in the field, and alumni*)

[List student responses on the board.]

What are some of the questions you could ask to make sure you won't be wasting time and money? (*What will you learn? How long is the program? What are the costs? Is financial aid available? Will they help you get a job after graduation?*)

[List student responses on the board.]

2. **SAY SOMETHING LIKE:** There's a lot you can do to make sure a technical school or other one- or two-year program will help you in your career. In a few minutes you and a partner are going to research two tech schools, using the questions listed on **Student Handbook page 60, Examining One- and Two-Year Programs**. Let's take a look.

3. [As a class, go over **Student Handbook page 60, Examining One- and Two-Year Programs**. Discuss the meaning of any vocabulary that might be new to students like licensed, accreditation, and financial aid. (See **Vocabulary**.)]

#### IV. A Look at Two Schools (15 minutes)

1. [Pair off students.]
2. **SAY SOMETHING LIKE:** Now let's look at some real schools to see if they've got the right stuff. Both offer lots of programs, but we're going to focus on one for \_\_\_\_\_ (insert name of one program offered at the first school you selected) and one for \_\_\_\_\_ (insert name of one program offered at the second school you selected). (See **Preparation**.)
3. [Give each pair of students a set of web pages from the two schools you selected in the **Preparation** section. Explain that each pair is responsible for answering the questions listed on **Student Handbook page 60, Examining One- and Two-Year Programs** for both tech schools.]

**SAY SOMETHING LIKE:** Information on technical and trade schools can be harder to find than information about four-year colleges. But it's worth the effort it takes to investigate. If you can't find the answer to one of the questions, don't worry — just skip it and move on to the next question.

[Give the students 10 minutes to complete their work. Then bring the students back for a whole class discussion.]

**SAY SOMETHING LIKE:** So what do you think? Would these schools be worth your time and money? Why?

**SAY SOMETHING LIKE:** If you wanted to find out more information about these schools what could you do?

- Follow up with your school counselor, who may already have materials from schools you're interested in.
- Try e-mailing or calling the school. They want to hear from prospective students, and will even mail materials to you at your home.
- Talk to people in the career you're interested in.

Here are some general requirements for admission to one- and two-year schools.

- You'll need a high school diploma.
- You may have to pass their math, reading, and English comprehension tests (so it's important that you stay on level with high school courses).
- Some schools may require an in-person interview with an admissions counselor who will be looking to make sure you're a motivated student and a good fit for the program.
- It's beneficial to have some kind of background experience in the field (e.g., for automotive tech, a shop class and for computer tech, a computer class).

## V. Wrap Up (5 minutes)

1. **SAY SOMETHING LIKE:** What are some of the reasons someone would choose to go to one- and two-year schools? (*Costs less money than four-year college, get training in careers that are in high demand, enter job market sooner*) What would you miss by not going to a four-year program? (*campus experience, more varied and fuller education, path to a professional degree, preparation for a wider range of careers*)
2. **SAY SOMETHING LIKE:** True or false: If I'm not going to a four-year college, I don't have to worry about my academic skills.
3. [Reiterate that whatever kind of one- and two-year programs students are interested in, there are high school courses to take that will help them get in and succeed. Also remind the class that because they may have an interest in four-year schools later on, they should make sure to take coursework that doesn't close the door on that option.]
4. **SAY SOMETHING LIKE:** Next week we're going to learn more about four-year colleges. As a class we'll discuss what to look at when selecting a college to attend, and then you'll use RUPrepareND.com to find college majors that match your current interests.

### EXTENSION ACTIVITY

Encourage any students interested in finding out more about a trade to talk to people who are in the field. What do they think students in high school can do to prepare for studying the trade? Where do they think is the best place to get training?

## CLASS LIST: Careers with a Degree of Two Years or Less

Health Care	Government, Legal, and Public Safety	Travel/Hospitality
Computer/Internet	Building and Construction	Business, Sales, and Financial Jobs
Science, Math, Engineering, and Technology	Sports/Entertainment/Media	Transportation/Office



## Jobs for People without a Four-Year Degree

### Building and Construction

- Brickmasons, blockmasons, and stonemasons
- Carpenters
- Construction and building inspectors
- Drywall installers and tapers
- Hazardous materials removal workers
- Painters and paperhangers
- Plumbers
- Sheet metal workers
- Iron and metal workers

### Business, Sales, and Financial Jobs

- Advertising sales agents
- Insurance adjusters
- Real estate brokers and sales agents
- Retail salespersons
- Sales representatives
- Travel agents

### Computer/Internet

- Computer and office machine technicians
- Computer programmers

- Computer software engineers
- Web developers
- Webmasters

### Government, Legal, and Public Safety

- Court reporters
- Correctional officers
- Firefighters
- Paralegals and legal assistants
- Private detectives

### Health Care

- Lab technicians
- Dental assistants
- Dental hygienists
- Emergency medical technicians/paramedics
- Licensed practical nurses
- Massage therapists
- Medical assistants
- Medical secretaries
- Nursing, psychiatric, and home health aides
- Pharmacy technicians
- Physical therapy assistants and aides
- Occupational therapists, assistants and aides

- Registered nurses
- Veterinary technicians

### Science, Math, Engineering, and Technology

- Drafters
- Engineering technicians
- Electronics installers and repairers
- Electricians
- Laser technicians
- Science technicians

### Sports/Entertainment/Media

- Actors
- Athletes, coaches, and umpires
- Broadcasters, sound engineering technicians, and radio operators
- Desktop publishers
- Musicians, singers
- Photographers
- Public relations specialists
- Recreation and fitness workers
- Television and film camera operators and editors

### **Travel/Hospitality**

- Air traffic controllers
- Aircraft and avionics equipment mechanics
- Airline pilots and flight engineers
- Chefs and cooks
- Flight attendants
- Food and beverage service workers
- Hotel managers and assistants
- Restaurant and food service managers
- Tour operators and guides

### **Transportation/Office**

- Automotive service technicians and mechanics
- Truck drivers
- Executive secretaries and administrative assistants
- Financial clerks

From America's Top 100 Jobs for People Without a Four Year Degree, Ron & Caryl Krannich, PhDs, Impact Publications

## Discussion Points of One- and Two-Year Schools

### Technical/Trade Schools

#### Benefits:

- Offer courses that prepare you for a specific career.
- Shorter program length.
- Offer an excellent opportunity to gain practical experience in your future trade.

#### Things to Consider:

- The quality of the courses can vary; ask about the school's accreditation and reputation.

#### Extended Discussion:

A school may promise to have qualified instructors, small class sizes and excellent job placement on their website, but in reality it may have out-of-date machines, huge class sizes, and instructors who are not qualified to teach the classes. Before you apply to a tech or trade school make sure that the school is recognized by a reputable state organization.

- This school makes you an expert in only one thing, so it's hard to switch careers.

### Community Colleges

#### Benefits:

- You can get a two-year degree from a community college, or use community college as a stepping-stone on the way to a four-year degree.

#### Extended Discussion:

Many community colleges provide students with courses that can count towards a four-year degree. This means that students can go to a community college for two years and graduate with an associate's degree. They can then transfer to a four-year college. After two years of additional study at a four-year college, students would then graduate with a bachelor's degree.

- May offer evening or weekend classes (allows students to work while going to school part-time).
- Frequently offer specialized job training.

#### Extended Discussion:

Many community colleges offer apprenticeship opportunities and on-the-job training. [Students at community colleges can take courses to fulfill requirements at a four-year college, but community colleges also provide specific career training similar to what's found at a tech and trade school.]

- Much more affordable than a four-year college.

Things to Consider:

- Make sure your credits will be accepted if you are planning to finish your degree at a four-year school.

Extended Discussion:

If a student plans to transfer to a four-year school, she should make sure her community college credits will “count” at the four-year school she’s planning to attend. If not, the student will need to take additional courses toward her bachelor’s (four-year) degree, which will cost more time and money.

- Many students at community colleges do not live on campus, but commute to school instead. This means that students who attend a community college may not experience “college life” outside the classroom. Living in a dorm is a great way to meet and bond with other students, and to make friends that share similar goals and aspirations.

Adapted from [www.fastweb.com](http://www.fastweb.com), “Types of Schools,” by Kay Peterson, PhD.

## Careers with a Degree of Two Years or Less

1. List careers you can get with a degree of two years or less.

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2. List two reasons why a person would want a one- or two-year degree.

a.

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b.

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## Pros and Cons of One- and Two-Year Schools

### Technical/Trade Schools

#### Benefits:

- Offer courses that prepare you for a specific career.
- Shorter program length.
- Offer an excellent opportunity to gain practical experience in your future trade.

#### Things to Consider:

- The quality of the courses can vary; ask about the school's accreditation and reputation.
- This school makes you an expert in only one thing, so it's hard to switch careers.

### Community Colleges

#### Benefits:

- You can graduate with a two-year degree, or use community college as a stepping-stone on the way to a four-year degree.
- May offer evening or weekend classes (allows students to work while going to school part-time).
- Frequently offer specialized job training
- Much more affordable than a four-year college.

#### Things to Consider:

- Make sure your credits will be accepted if you are planning to finish your degree at a four-year school.
- Many students at community colleges do not live on campus, but commute to school instead.

Adapted from [www.fastweb.com](http://www.fastweb.com), "Types of Schools," by Kay Peterson, PhD.

## KEEPING YOUR OPTIONS OPEN!

### Medical Lab Tech

#### PATHWAY 1

Certificate from a  
**Technical School**

#### PATHWAY 2

Bachelor's Degree in Medical  
Technology from a **Four-Year  
College**  
↑  
Associate's Degree from a  
**Community College**

### Restaurant Manager

#### PATHWAY 1

Certification  
in Restaurant  
Management from a  
**Technical Institute**

#### PATHWAY 2

Bachelor's Degree in Hospitality  
Management from a **Four-Year  
College**  
↑  
Associate's Degree in Business  
Administration from a **Community  
College**

### Nurse

#### PATHWAY 1

Certificate in  
Nursing from a  
**Technical School**

#### PATHWAY 2

Master's Degree as a Nurse Practitioner  
(One to two years of **Graduate School**)  
↑  
Bachelor's Degree in Medical  
Technology from a **Four-Year College**  
↑  
Associate's Degree from  
a **Community College**

## Examining One- and Two-Year Programs

Directions: Answer the following questions using web pages you were given. If you cannot find an answer to a question below, feel free to leave that question blank. We will review these answers as a class.

Research Questions:

1. Describe the career program you're most interested in.

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2. What degree, certificate, or license will you have when you finish?

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3. List three courses (or topics) you'll study.

1) \_\_\_\_\_ 2) \_\_\_\_\_ 3) \_\_\_\_\_

4. How long will it take to complete the program?

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5. How much will it cost? Does the school offer financial aid?

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6. What kinds of jobs can you get when you're done?

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7. Do they list any contact information? If so, record it below.

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