

AUTOMOTIVE SERVICE EDUCATIONAL PROGRAM

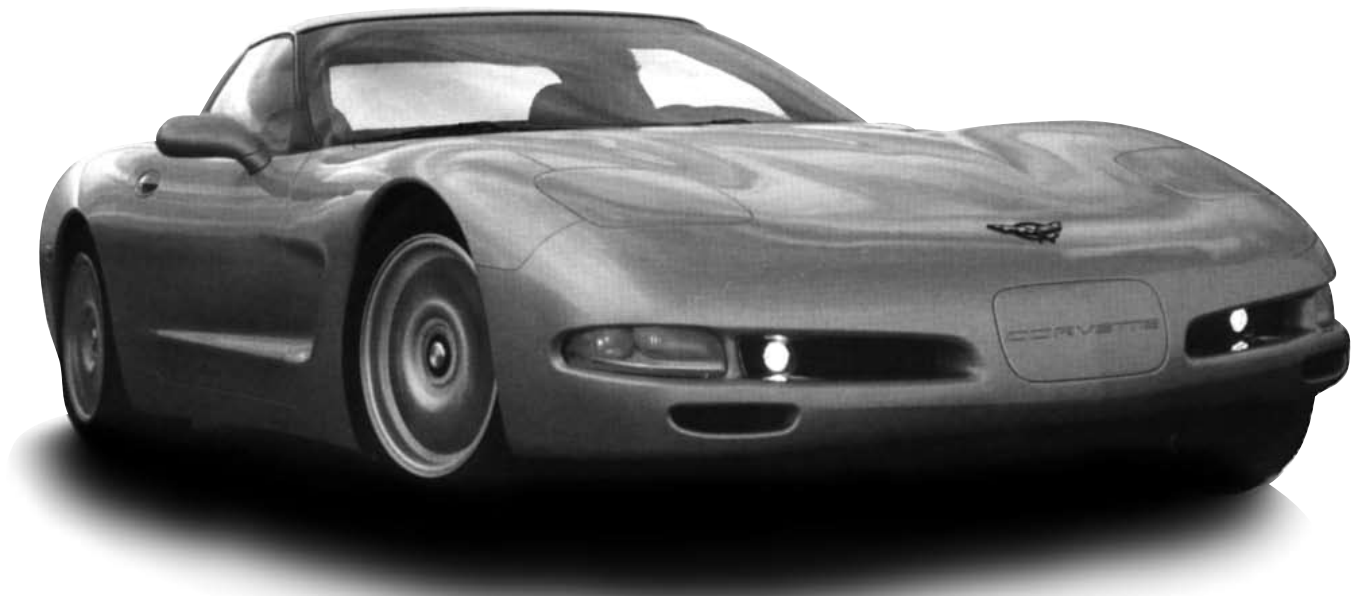
Associate's Degree in Automotive Technology

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Automotive Service Educational Program

What is ASEP?

Associate's Degree Program

The General Motors Automotive Service Educational Program (ASEP) is an associate's degree automotive program. Combining classroom lecture and laboratory sessions on up-to-date General Motors products with work experience at a General Motors dealership. Students participating in the program must be sponsored by a General Motors, Saab, or Saturn dealership.

Rotation System

At Macomb Community College the entire program requires 80 weeks, with 38 weeks spent on the campus and 42 weeks in a General Motors dealership. Each specialized subject taught in the classroom and laboratory is immediately followed by related work experience in the dealership. This rotation system continues until the program is completed.

The schedule for the GM-ASEP program is listed within this brochure.

Sponsorship

Since half of the program is spent at the dealership, it is a requirement for the student to have a sponsoring General Motors dealer. The main responsibility of the

dealership is to provide employment for the student during all of the work experience periods. Although it is not a requirement of the program, the student may also work part time at the dealership while attending classes, provided it does not interfere with his/her classroom performance.

Cost

All tuition, fees, and textbook costs are the responsibility of the student. They can refer to the rates applicable on the Program Estimated Costs sheet. Students earn while learning, offsetting some of the expenses involved on a continuing basis.

The sophistication, professionalism, and the competence required now in the automotive service field requires this kind of program.

GM-ASEP— Training Tomorrow's Technicians Today!



GM Student Selection Procedure

1 Test Application Form

Individuals interested in becoming GM-ASEP students must fill out a test form. A copy of this form can be obtained on page 7 of this booklet. When the test application is received, the student will then be asked to take an aptitude test. Students will be sent the test location, date, and time.

2 Visit Current Classes

The prospective student may schedule an appointment with the GM-ASEP coordinators requesting a tour of the facilities and/or sit in a current GM-ASEP class.

3 GM Dealership Sponsorship

Each student is required to be sponsored by a General Motors dealership before entry in the program. It is the prospective student's responsibility to locate his/her own sponsor. Students experiencing difficulty finding a sponsor may contact one of the GM-ASEP coordinators for a list of dealers who have expressed an interest in sponsoring a student.

4 Hiring at Dealership

Results of the aptitude test will be sent back to the student. The completed application is taken to the GM dealer as a letter of introduction. An appointment for an interview should be scheduled with the prospective dealer's General Manager and/or Service Manager. The dealer, on further discussion with the student, will make a determination for hire.

5 Employment Guidelines

Following approval for dealer sponsorship, the student and sponsoring dealer should meet again and reach an agreement regarding the sponsorship. The following should be discussed:

- A. Arrangement for uniforms while at work and while in school.
- B. Hourly wage while working in dealership.
- C. The dealer may employ the student prior to the beginning of the program to develop a mutually beneficial relationship.

6 Financial Aid

An application for admissions is required for financial aid. Students are encouraged to apply for financial aid to assist with educational expenses in the GM-ASEP program. The free application for Federal Student Aid (FAFSA) is the core document to apply for all types of Financial Aid at Macomb Community College. Financial aid is available in the form of grants, scholarships, and loans. Some funds are based on financial need, others are not. To be considered for both need and non-need based financial aid, the FAFSA form is required. The application deadline is May 1st for the Fall academic year.

Application materials are available from the MCC Financial Aid Office, 586.445.7228 (South) and 586.286.2179 (Center). If students have questions on the Financial Aid process, they can contact the Financial Aid Office at either campus, or access the application via Internet: www.fafsa.ed.gov

GMAC Bank offers a loan for students employed at GM Dealerships. Check for more information at www.edloans.gmacbank.com or 1.800.500.9876.

7 Enrollment

Applications from recommended students will be sent to the Detroit Training Center. The training center manager will assess the application and send confirmation or additional information regarding enrollment to the student applicant, sponsoring dealership, and Macomb Community College.

Participant Responsibilities

There are four participants involved in this program. These include:

- Macomb Community College
- ASEP-Student
- General Motors Dealer
- General Motors Corporation

Each of the participants need to fulfill their responsibilities to gain an effective experience for everyone.

Macomb Community College

- Identify the GM-ASEP coordinator.
- Advise and assist sponsoring dealers with student selection and recruiting.
- Provide program information on request.
- Provide on-campus GM-ASEP instruction.
- Maintain student records.
- Provide academic advisement, award degrees and certificates to program graduates.
- Communicate to all participating dealers and GM regarding students' academic progress, and/or potential problems, and advise the regional college coordinator at the end of each semester.
- Work with dealership to maintain GM-ASEP standards.

ASEP-Student

- Have the desire to become a professional automotive technician.
- Obtain and continue dealer sponsor.
- Be a productive and responsible dealership employee.
- Maintain the academic standards of Macomb Community College.

- Be responsible for program costs: tuition, fees, books, tools, safety glasses, and housing.
- Wear appropriate work uniforms during campus and dealership training.
- Maintain a valid drivers license.
- Must be a high school graduate or have a G.E.D.

General Motors Dealer

- Appoint an in-dealership coordinator to guide trainees.
- Interview and select prospective student(s).
- Agree to provide "dealership coordinator work experience" in accordance with the program schedule.
- Agree to pay trainee during periods of dealership-coordinated work experience.
- Provide related work experience that supplements the trainee's most recent instruction.
- Provide the new student employee with work uniforms for wear at the college and the dealership.
- Reimburse ASEP student for completion of MI and or ASE Certification, CPT, IDL, Performed Based Training outside ASEP Training.

General Motors Corporation

- Furnish college with GM vehicles and components to be used in ASEP instruction.
- Provide college with essential training material, including GM Training Center service manuals and specialized class materials.
- Provide GM training to involved Macomb Community College instructors.
- Oversee and participate in student selection procedure.
- Monitor all phases of the program to assure success.

Program Rotation

Semester I

Campus ■ Fall (8 weeks)

Automotive Systems
Brake Systems
Electrical Systems
Starting & Charging Systems
Communications I
(ENGL-1180 ■ 4 credits)

Dealership Work Experience ■ Fall/Winter (8–12 weeks)

Automotive Prep.
Parts/Warranty
Brakes
Write-up
Electrical
"Light Repair"
Starting & Charging

Semester II

Campus ■ Winter (8 weeks)

Suspension Components
Engine Service
Air Conditioning Systems
Electronics
Wellness-Prevention, Illness &
Injury (PHED-2070 ■ 3 credits)

Dealership Work Experience ■ Winter/Spring (7–9 weeks)

Suspension Service
Engine Service
"Light Repairs"
Air Conditioning Service
Electronics & Electrical Service

Semester III

Campus ■ Summer (6 weeks)

Alignment Procedures
Ignition Systems
Automatic Trans Diagnosis
Introduction to Politics
(POLS-1000 ■ 4 credits)

Dealership Work Experience ■ Summer (7–10 weeks)

Electronics, Electrical & Air Works
Ignition Systems
Automatic Trans Diagnosis
Alignment

Semester IV

Campus ■ Fall (8 weeks)

Fuel Systems
Emission Service
Automatic R.W. Trans

Questions & Answers

Q. What is GM-ASEP?

A. An associate's degree, GM product exclusive, cooperative work-experience education program which takes less than two years to complete.

Q. How does the ASEP program work?

A. It is a work-experience training experience which requires the student to spend part of his/her time in classes on campus and part of the time working for a sponsoring dealership. For example, eight weeks full-time on campus, then six to twelve weeks full-time at the dealership depending on the time of year.

Q. What is the role of the sponsoring GM dealership?

A. A GM dealer agrees to provide employment during the work-experience phase of training. The dealer also agrees to provide hands-on work, with an experienced technician, which very closely relates to the skills learned by the student during the preceding on-campus phase.

Q. What is the student's responsibility?

A. The student is responsible for tuition and the purchase of textbooks and tools needed for each course. The sponsor may elect to provide assistance to the student, but is not required to do so.

Q. What are the student's costs?

A. Tuition and Lab Fees: Approximately \$1800 per semester
Books: Approximately \$85 per semester
Basic Tool Set: Approximately \$1500

Note: The prices listed are based on current price structure and subject to change.

Q. How does the student apply?

A. Fill out the application from this Macomb Community College booklet on page 7. Fill out the form for GM-ASEP

testing and processing and mail to Macomb. You will then be informed of the next available test date. After the placement test, a letter explaining your test scores and additional information will be sent to you. This information will enable you to interview with GM dealerships. Upon a dealer's acceptance, complete the ASEP application form and return it to Macomb.

Q. Does the student earn money while working at the dealership?

A. Yes. The pay and benefits will be mutually agreed upon between the student and the dealer. Macomb Community College does not determine wages. All dealerships are privately owned.

Q. What standards must be met by the student applicant?

A. A high school diploma or GED along with a valid Michigan driving license is required for each applicant. Be serious about wanting to become a GM automobile technician. This is career training. The goal of this program is for the student to remain full-time with the sponsoring dealership after graduation.

Q. How will we know when the student is accepted into the program?

A. After all testing and interviews at Macomb Community College are completed and the employer has expressed his/her final acceptance in writing by completing the candidate ASEP application. The ASEP applicant and Macomb Community College will be notified by the GM Training Center Manager of final acceptance.

To the GM Dealer:

To participate in ASEP, you must first have an ASEP student which you presently employ or will employ. The choice of student is yours. Remember—the ASEP student is YOUR EMPLOYEE.

Suggestions for finding ASEP students:

Start looking now!

- Ask your present employees for referrals
- Contact your local high schools Industrial Art program
- Put an ad in the newspaper for an ASEP apprentice
- Call Macomb Community College Automotive Education Training Center 586.445.7002

IMPORTANT: Classes will begin annually during the Fall semester. Our objective is to have the class filled and working 60–90 days before next year's classes begin. Start your recruitment efforts early!

Manual Trans & Drive Train Systems
Environmental Science
(ENVS-1050 ■ 4 credits)

**Dealership Work Experience ■
Fall/Winter (8–12 weeks)**

Fuel Systems
Emission Service
Automatic R.W. Trans "Heavy"

**Semester V
Campus ■ Winter (8 weeks)**

Engine Drive-ability
Applied Engines
Advanced Electronics
Automatic F.W.
Humanities and Technology
(HUMN-1250 ■ 3 credits)

**Dealership Work Experience ■
Spring/Summer (Continued
Employment at Dealership)**

Driveability
Drive Train Systems
Engine Service "Heavy"
All Vehicle Servicing "Bumper to
Bumper"

NOTE:
Program Completed

Upon satisfactorily completing the academic and technical courses listed, the student will have met the requirements for an Associate of Applied Science degree in Automotive Service, and Associate of General Studies degree (two associate's degrees total).

Maps

Macomb Community College

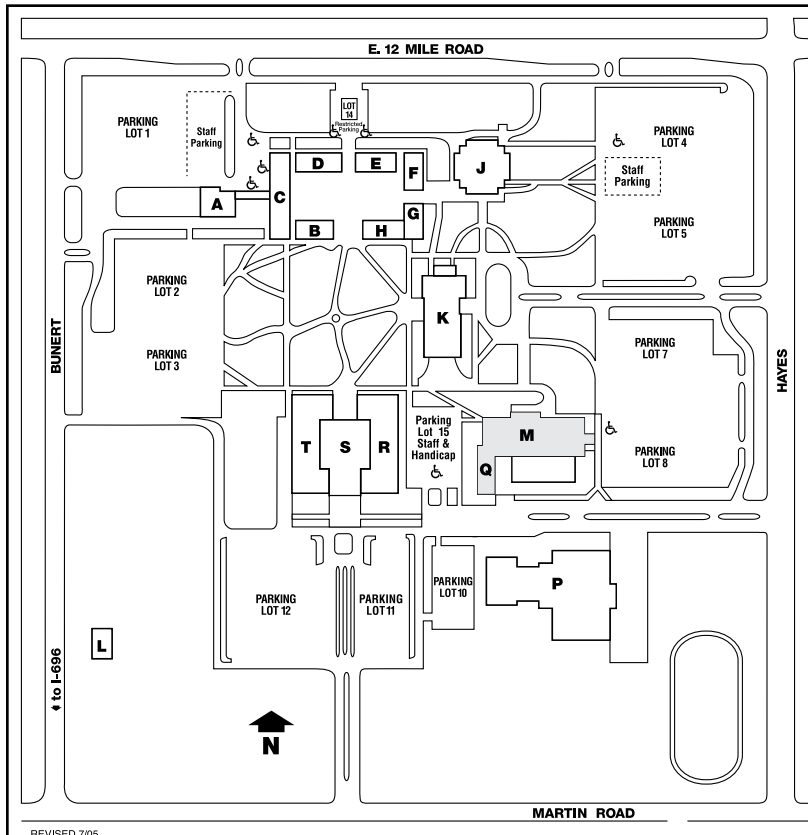
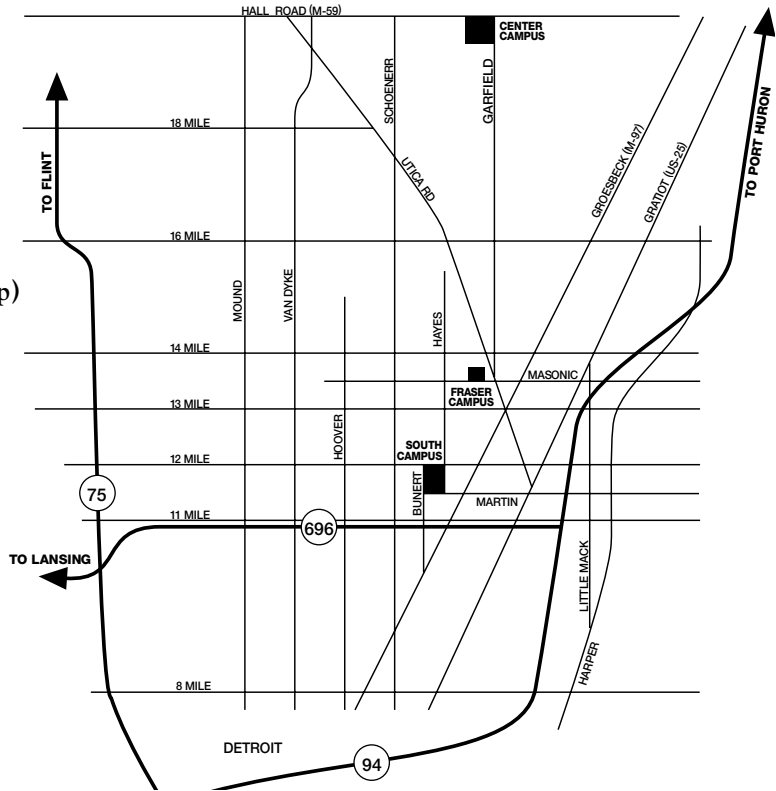
South Campus

Automotive Service Education
 M Building
 14500 E. 12 Mile Road
 Warren, Michigan 48088-3896

586.445.7299 Automotive Lab (Shop)
 586.445.7002 or 7012 Automotive Office
 586.445.7010 Dan Claus

Macomb Community College, South Campus, is located at Twelve Mile and Hayes.

- I-94 exit E. 12 Mile West (3 miles).
- I-75 exit E. 12 Mile East (8 miles).
- I-696 exit Bunert (Groesbeck exit).



LEGEND—MAIN BUILDINGS—SOUTH CAMPUS

- | <ul style="list-style-type: none"> A Boiler House B Science Building C Classroom Building D Administration Building E Classroom Building F Classroom Building G Classroom, Student Services & Information Center H Classroom Counseling Building J Max Thompson Learning Media Center/Bookstore K John Lewis Student Community Center L Bunert Conference Center M Transportation and Energy Technology Building N College Park Annex <ul style="list-style-type: none"> ■ Institutional Research ■ Publications ■ Purchasing ■ Recruitment P Sports & Expo Center | <p>Robert E. Turner Complex</p> <ul style="list-style-type: none"> R Graphic Technical Building S Walter E. Bradley Auditorium T Mechanical Technical Building <p>♿ Disabled Parking</p> <table border="0"> <thead> <tr> <th style="text-align: left;">Location</th> <th style="text-align: left;">Spaces</th> </tr> </thead> <tbody> <tr> <td>Lot 1A Staff</td> <td>3</td> </tr> <tr> <td>Lot 2</td> <td>3</td> </tr> <tr> <td>Lot 4</td> <td>8</td> </tr> <tr> <td>Lot 7</td> <td>4</td> </tr> <tr> <td>Lot 10</td> <td>18</td> </tr> <tr> <td>Lot 14</td> <td>1</td> </tr> <tr> <td colspan="2"> </td> </tr> <tr> <th style="text-align: left;">Location</th> <th style="text-align: left;">Spaces</th> </tr> <tr> <td>Lot 15 Staff</td> <td>4</td> </tr> <tr> <td>C-Bldg</td> <td>20</td> </tr> <tr> <td>K-Bldg</td> <td>6</td> </tr> <tr> <td>P-Bldg</td> <td>2</td> </tr> <tr> <td>T-Bldg</td> <td>2</td> </tr> <tr> <td>N-Bldg</td> <td>6</td> </tr> </tbody> </table> | Location | Spaces | Lot 1A Staff | 3 | Lot 2 | 3 | Lot 4 | 8 | Lot 7 | 4 | Lot 10 | 18 | Lot 14 | 1 | | | Location | Spaces | Lot 15 Staff | 4 | C-Bldg | 20 | K-Bldg | 6 | P-Bldg | 2 | T-Bldg | 2 | N-Bldg | 6 |
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| N-Bldg | 6 | | | | | | | | | | | | | | | | | | | | | | | | | | | | | | |

REVISED 7/05




Macomb Community College
 Education • Enrichment • Economic Development



SERVICING
 THE
 COMMUNITY

**ASEP
 STUDENT**



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