HEARTLAND TECHNICAL EDUCATION CENTER

Adult Education Center

Inspire students to career success by providing real-world skills and credentials

Adult Workforce Diploma Programs (AWDP)

Is this you?

- Need a high school diploma?
- 18 years old or older and withdrawn from school?
- An Ohio resident?

What is an Adult Workforce Diploma Program (AWDP)?

The Adult Workforce Diploma program provides individuals the opportunity to earn a high school diploma while gaining skills and certifications in one of Ohio's in-demand jobs, at **NO COST**.

419.289.3313 ◊ heartlandtech.org ◊ info@heartlandtech.org

AWDP - Dental Assisting

Develop the skills needed to play a key role in a rapidly growing health occupation as a Dental Assistant. Dental assistants provide patient care, take dental radiographs, prepare patients and equipment for dental procedures, and perform administrative procedures under the supervision of dentists and dental hygienists. Students gain valuable skills and knowledge in dental terminology and anatomy, oral health and prevention of disease, foundations of clinical dentistry, infection control, patient assessment, dental materials, radiographic imaging, and office procedures.

AWDP Dental Assisting Schedule

September 16, 2026 - March 30, 2027
March 16, 2027 - October 5, 2027
8:00am – 4:00pm Tuesday – Thursday

AWDP Dental Assisting Certifications

- American Medical Technologists Registered Dental Assistant (RDA)*
- Ohio State Dental Assistant Radiographer Certificate*
- Basic Life Support (BLS)

Dental Assistant Job Outlook

- 8% job growth from 2023-2033
- Salary range $35,470 to 61,060 with median salary $46,540

AWDP - Fundamental Welding Technology

The Fundamental Welding Technology program prioritizes practical welding applications with emphasis on weld setup, execution and inspections. Students spend a significant portion of their time in a welding booth, practicing different weld joints and positions under the guidance of experienced instructors. The curriculum will cover essential safety protocols, equipment operation, and the fundamental principles of the chosen welding process, all geared towards meeting the requirements of an American Welding Society Qualification Certification.

AWDP Fundamental Welding Technology Schedule

January 26, 2027 - April 21, 2027
5:45pm – 9:45pm Monday - Wednesday

AWDP Fundamental Welding Technology Certifications

- American Welding Society Qualification Certification*

Entry Level Welding Job Outlook

- 2% job growth 2023-2033
- Salary range $17.84 to $23.56 per hour with a median of $23.56

AWDP - Medical Assisting

Medical assistants are vital members of healthcare teams, performing a blend of administrative and clinical duties that ensure the smooth operation of medical facilities. They handle tasks ranging from scheduling appointments and managing patient records to taking vital signs, administering injections, performing EKG's, performing venipunctures, preparing patients for exams, and assisting the physician with these exams. Their importance stems from their ability to streamline patient flow, allowing physicians and nurses to focus on more complex medical tasks. By efficiently managing administrative duties and providing essential clinical support, medical assistants contribute significantly to the overall quality of patient care, acting as crucial liaisons between patients and healthcare providers.

AWDP Medical Assisting Schedule

September 8, 2026 - May 28, 2027
9:00am – 3:00pm Monday – Thursday

AWDP Medical Assisting Certifications

- National Healthcareer Association Certified Clinical Medical Assistant (CCMA)* or
- National Healthcareer Association Certified Phlebotomy Technician (CPT)*
- National Healthcareer Association Certified EKG Technician (CET)
- Basic Life Support (BLS)

Medical Assistant Job Outlook

- 15% job growth from 2023-2033
- Salary range $33,500 to $56,480 with a median salary of $42,000

AWDP - Phlebotomy Technology

Phlebotomists are integral to the healthcare system because they are the professionals who obtain blood samples, a fundamental component of diagnostic medicine. The accuracy and safety of blood collection directly impact the reliability of laboratory results, which in turn guide crucial medical decisions. From diagnosing infections and monitoring chronic diseases to ensuring safe blood transfusions and supporting medical research, phlebotomists play a vital role. Their expertise in vein location, sample handling, and patient interaction ensures that blood draws are performed efficiently and with minimal discomfort, contributing to a positive patient experience. Ultimately, the work of phlebotomists provides the foundation for effective patient care and medical advancement.

AWDP Phlebotomy Technology Schedule

October 12, 2026 – January 26, 2027
5:30pm – 9:30pm Monday – Thursday

February 1, 2027 – May 3, 2027
8:00am – 12:00pm Monday – Thursday

AWDP Phlebotomy Technology Certifications

- National Healthcareer Association Certified Phlebotomy Technician (CPT)*
- Basic Life Support (BLS)

Phlebotomist Job Outlook

- 8% job growth from 2023-2033
- Salary range $33,310 to $55,330 with median salary of $41,810

Adult Workforce Diploma Completion Requirements

- Pass the ACT WorkKeys® Applied Math, Graphic Literacy, Workplace Documents with a minimum score of 4 in each category.
- Complete two (2) of the following:
  - Pass the specific program certification*
  - Obtain an OhioMeansJobs-Readiness Seal
  - Complete 250 hours of work-based learning with documented positive evaluation
- Complete all coursework while maintaining a cumulative 73% minimum grade
- Attain a 90% or better attendance rate

Dates and times are subject to change

The Heartland Technical Education Center Board of Education and its staff are dedicated to providing equal educational opportunities, equal employment opportunities, and does not discriminate on the basis of race, color, national origin, sex, disability, or age in its programs and activities and provides equal access to the Boy Scouts and other designated youth groups. The district follows the regulations of Title VI, Title VII, Title IX, Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act.