

IRC WINTER 2018 REGISTRATION INFORMATION

Fall registration for the UAW Ford Industrial Readiness Program will begin November 9, 2017. **All students must complete and sign a registration form. No registration will be processed without a signed registration form. Registration Forms can be mailed or emailed to the MTEC office.**

Important information/ dates for Winter 2018

Term Start/ End Date:	January 8, 2018 – March 4, 2018 (8 week classes) January 29 2018 – May 6, 2018 (12 week classes)
Registration Window:	November 9, 2017 – January, 14, 2018 (8-week) November 9, 2017 - February 4, 2018 (12-week)
Voucher/ Payment Due	January 14, 2018 (8-week) February 4, 2018 (12-week)
Last Day to drop course for full tuition refund:	January 14, 2018 (8 week) February 4, 2018 (12-week)
Process to drop course:	Students WebAdvisor
Contact information at school for student questions:	Kathleen Fox 313-845-9833 Kfox63@hfcc.edu

Voucher/ Payments

Students who have not paid by the semester drop date will be held financially responsible for courses regardless of time spent in class. This includes those students who register, but never attend.

IRC Schedule – Winter 2018:

WFPD 160

**Shop Arithmetic – 32 hours
(4 hours per week for 8 weeks)**

Cost: \$212

Mondays / Wednesdays

Start Date: January, 8, 2018

End Date: March 4, 2018

Section 1: 8 a.m. - 10 a.m.

Section 2: 12p.m. - 2 p.m.

Section 3: 4 p.m. – 6 p.m.

Saturdays

Start Date: January, 13, 2018

End Date: March, 3, 2018

Section 4: 8:30 a.m. – 12:30 p.m.

WFPD 161

**Machine Tool Blueprint Reading – 32 hours
(4 hours per week for 8 Weeks)**

Cost: \$212

Tuesdays / Thursdays

Start Date: January, 9, 2018

End Date: March, 4, 2018

Section 1: 8 a.m. - 10 a.m.

Section 2: 12p.m. - 2 p.m.

Section 3: 4 p.m. – 6 p.m.

Saturdays

Start Date: January, 13, 2018

End Date: March, 3, 2018

Section 4: 8:30 a.m. – 12:30 p.m.

WFPD 162

**Trade Related Preparation – 48 hours
(4 hours per week for 12 weeks)**

Cost: \$320

Start Date: January 29, 2018

End Date: May 6, 2018

Monday and Wednesday

Section 1: 8 a.m. - 10 a.m.

Section 2: 12 p.m. - 2p.m.

Section 3: 4 p.m. – 6 p.m.

Saturdays

Start Date: February 3, 2018

End Date: May 6, 2018

Section 4: 8:30 a.m. -12:30 p.m.

BOOK INFORMATION

All IRC students must go to their local or check with their ESSP in the plant to purchase all books. Henry Ford College does not handle the book reimbursements. Please contact your ESSP or the local for information regarding book reimbursements.

Industrial Readiness Certificate Program Drop Policy At Henry Ford College

Students should check the HFC academic [calendar](#) for drop dates. Drops can be made through web-advisor. Students having difficulty dropping a class through webadvisor should contact Enrollment Services at 1-800-585-HFCC.