



# GUIDE TO TECH

Everything you want to know about Tech but aren't sure who to ask!



TOUR TECH  
FROM HOME



## YOUR TIME AT TECH

When students enroll at Meridian Technology Center, they are taking the next step to figure out who they are, what they like and where they want to be. With so many areas of study, we're certain students can find a program that builds on what they enjoy as they prepare for college or a career.

Before you commit to adding Tech to your educational experience, you'll want to take a tour of our programs. Access 360-degree photos of each of our programs, hear from our instructors and learn what students have to say about their time at Tech. Tour Tech from home at [meridiantech.edu/visit](http://meridiantech.edu/visit).

Meridian serves high school and adult students who live in the Agra, Carney, Glencoe, Guthrie, Morrison, Mulhall-Orlando, Pawnee, Perkins-Tryon, Perry and Stillwater school districts. A complete list of programs can be found at [meridiantech.edu/programs](http://meridiantech.edu/programs).

High school, private school, home-schooled and virtual school students who live in the MTC district can attend tuition free during their junior and senior years. Sophomores can enroll for afternoon programs when space is available. The STEM Academy with Biomedical Sciences and Pre-Engineering programs is open to sophomores, juniors and seniors.

Depending on a student's high school, they may earn 3 or 4 credits per year. It will vary by program, but some of these credits count as electives, and some may count as academic credits. Students should check with their high school counselor to learn how their school counts credits from Tech.

Adult students can enroll in any of Meridian's career training programs, with the exception of the STEM Academy. Evening Cosmetology, Health Informatics, Practical Nursing and Radiological Technology are adult-only programs. Tuition and the enrollment timeline for adults varies for each program. Please see the cost sheet information located on the program's information web page.

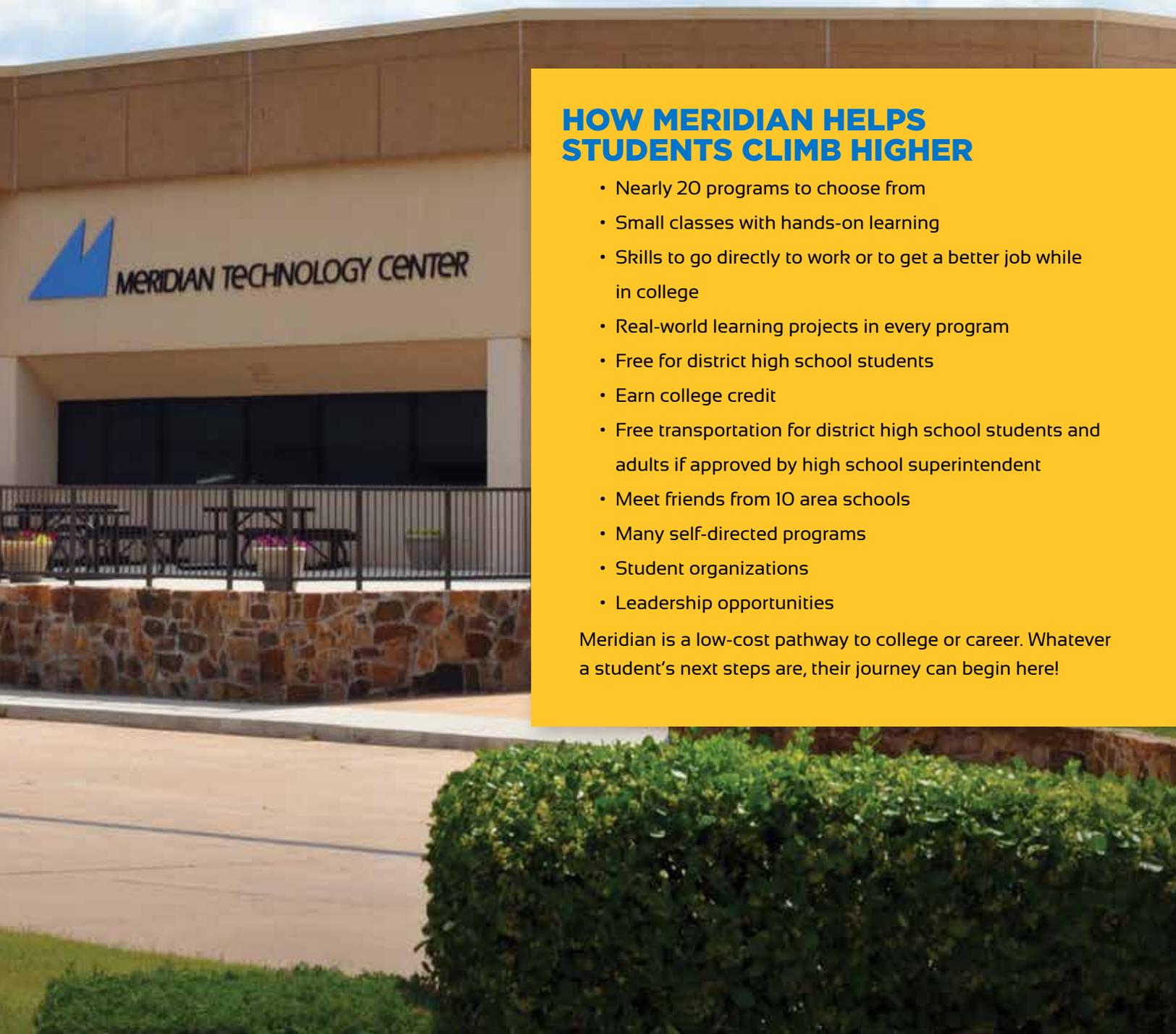
Students enroll in either a morning or afternoon session at Tech. Classes held during the morning session are from 7:50 – 10:40 and the afternoon classes are from 12:45 – 3:35. In most programs adult students can attend part time, enrolling in either a morning or afternoon program, or full-time and take classes during both sessions. Adults who attend both morning and afternoon sessions cut their time at Tech in half. Evening Cosmetology, Health Informatics, Practical Nursing and Radiological Technology are year-round programs. With the exception of Health Informatics, these programs do not have morning and afternoon options.



## HOW MERIDIAN HELPS STUDENTS CLIMB HIGHER

- Nearly 20 programs to choose from
- Small classes with hands-on learning
- Skills to go directly to work or to get a better job while in college
- Real-world learning projects in every program
- Free for district high school students
- Earn college credit
- Free transportation for district high school students and adults if approved by high school superintendent
- Meet friends from 10 area schools
- Many self-directed programs
- Student organizations
- Leadership opportunities

Meridian is a low-cost pathway to college or career. Whatever a student's next steps are, their journey can begin here!

A photograph of the Meridian Technology Center building, a modern structure with a stone base and a metal railing. The building is set against a blue sky with white clouds. In the foreground, there are green bushes and a paved area.

 MERIDIAN TECHNOLOGY CENTER



### Meridian Program

Biomedical Sciences - STEM Academy

Business Technology

Computer Aided Drafting

Health Careers

Information Support and  
Networking Systems

Pre-Engineering - STEM Academy

### Possible Equivalent High School Credit

Algebra II, Trigonometry/Pre-Calculus, Anatomy and Physiology,  
AP Statistics and Pre-AP Chemistry

Computer Science

Computer Science

Anatomy

Computer Science

Algebra II, Trigonometry/Pre-Calculus, AP Calculus, AP Physics,  
Pre-AP Chemistry and AP Chemistry, AP Computer Science Principles  
and Computer Science

## ACADEMICS FOR HIGH SCHOOL STUDENTS

By working in advance with their school counselor, high school students can make the most of their time at Tech and earn high school credit for the courses they're taking at Meridian. Students need to talk to their high school counselor to make sure that they have everything in place.

### Math Credits

If students in programs other than the STEM Academy, Cosmetology, or first year Health Careers need a math credit, they can take part in one of our programs and attend a math class while they're at Tech. We offer Geometry, Algebra II, Math of Finance and Pre-Calculus. Students need to visit with their high school counselor to see which class best fits with their graduation plan. A representative from the Career Planning Center can help ensure that students are able to take part in the math class they need. Math credits at Tech are not available to home-schooled or virtual school students.

### Earn Online Credits to Graduate

The High School Online Curriculum Program provides assistance to high school students needing additional credits in order to graduate from high school. Visit [meridiantech.edu/academics](http://meridiantech.edu/academics) and download the application. Students must have approval from their high school.

### College Credit

Through a cooperative effort between the Oklahoma State Regents for Higher Education and the Oklahoma Department of Career and Technology Education, college credit may be available upon completion of a career major. The College and Career Transition Coordinator works with students to guide them through the process to earn college credit toward an Associate of Applied Science (AAS) or an Associate of General Sciences (AS).

Both of these degrees are technical workforce degrees. The technical college courses are specific to the technical workforce degree and do not apply to other degrees designed to transfer to Bachelor of Arts and Bachelor of Science degrees; however, some credit may apply to a specific bachelor of technology degree.

### Career Readiness Certificates

We're focused on getting students ready for something that they LOVE. To help with this process, Meridian uses WorkKeys®, an assessment tool from the ACT® organization.

The WorkKeys® assessments measure skills employers have identified as critical to job success in their industry and ones that are used in hiring and promoting employees. Students are able to earn an ACT-issued National Career Readiness Certificate by meeting the score requirements for their job field on the three assessments.

- Applied Math measures the skills used when applying mathematical reasoning and problem-solving techniques to work-related problems.
- Graphic Literacy measures the skills used when working with workplace graphics such as charts, graphs, tables, floor plans and instrument gauges.
- Workplace Documents measures the skills used when reading and using written text on the job.

Assessment results are sent to the Oklahoma Department of CareerTech in order to obtain a National Career Readiness Certificate free of charge.



## LEADERSHIP ORGANIZATIONS

CareerTech Student Organizations, commonly known as CTSOs, are designed to complement career training programs available at Tech. When adult or high school students participate in these organizations, they have an opportunity to climb higher and expand their leadership skills, connect with other students in similar career paths and meet professionals in their field. Meridian Technology Center will pay for each student to join one CTSO. Depending on a student's program, they may be eligible for membership in multiple CTSOs. Additional CTSO membership registrations are the responsibility of the student.

Meridian has chapters of Business Professionals of America; Family, Career and Community Leaders of America; HOSA and SkillsUSA.

What do members do?

- Compete in skills competitions for scholarships and other prizes
- Contribute to the community through service projects
- Develop leadership and teamwork skills
- Participate in chapter meetings

### Leadership Class

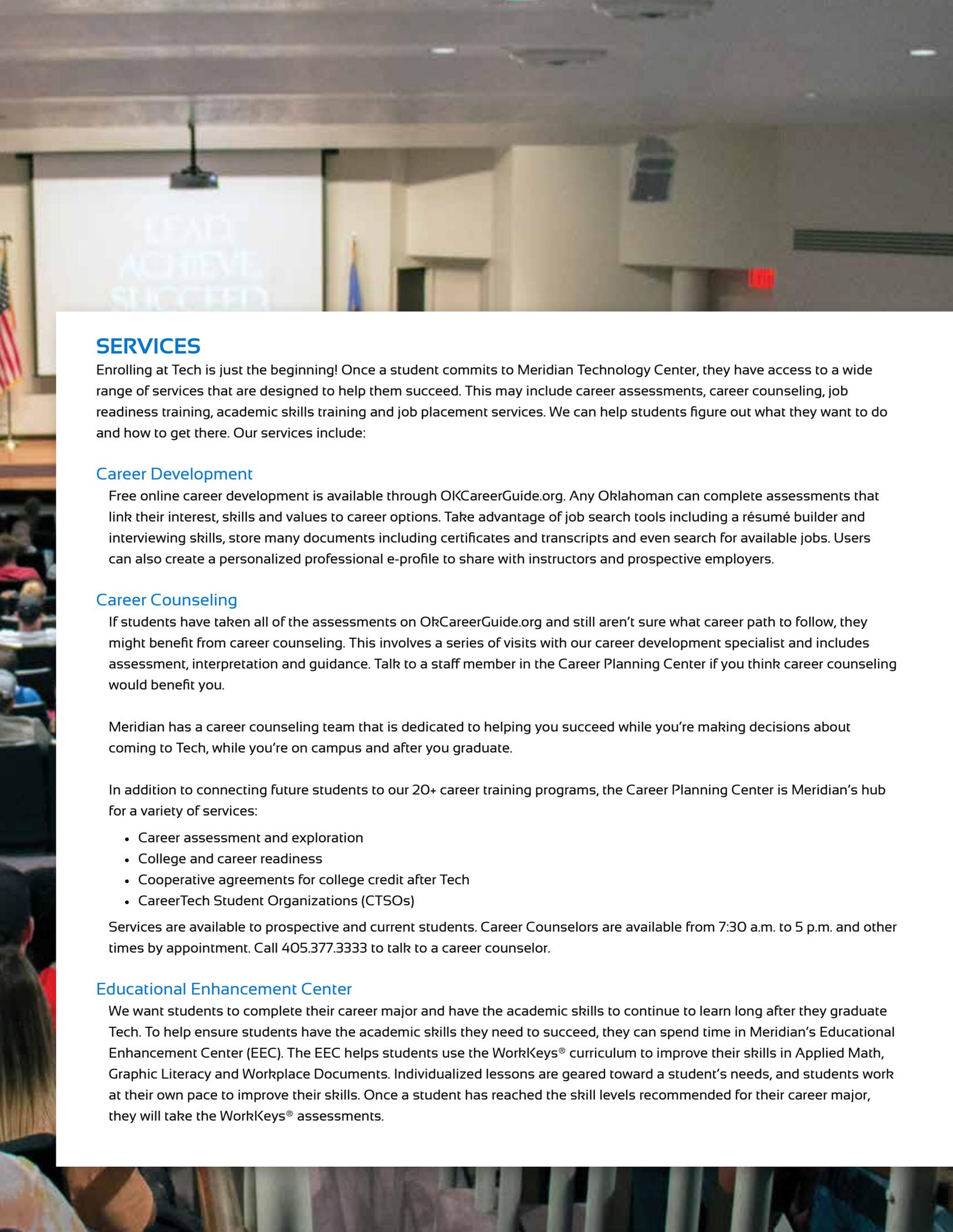
For students who want to take their involvement in a student organization to the next level, we encourage both high school and adult students to take an active role and run for a student organization officer position. Officers lead the chapter meetings and have the opportunity to make a real impact in the direction of the organization.

Officers are also a part of the MTC Leadership Class, a program designed to develop school and community leaders through monthly meetings and training sessions. Activities take place throughout the school year to build leadership and teamwork skills and develop ambassadors for Meridian. Through the Leadership Class students gain an understanding of their roles as student organization officers; take part in leadership and teamwork building activities; develop presentation techniques; volunteer in the community; meet legislators, community and school leaders; and assist with special events at Meridian. Participation in the Leadership Class is limited to student organization officers.

### National Technical Honor Society (NTHS)

Students who are members of their CTSO and who maintain a 3.5 or higher GPA may be invited to join the National Technical Honor Society (NTHS) upon the recommendation of their instructor. This is a prestigious honor, and each year we're thrilled to have many students meet the criteria.





## SERVICES

Enrolling at Tech is just the beginning! Once a student commits to Meridian Technology Center, they have access to a wide range of services that are designed to help them succeed. This may include career assessments, career counseling, job readiness training, academic skills training and job placement services. We can help students figure out what they want to do and how to get there. Our services include:

### Career Development

Free online career development is available through [OKCareerGuide.org](http://OKCareerGuide.org). Any Oklahoman can complete assessments that link their interest, skills and values to career options. Take advantage of job search tools including a résumé builder and interviewing skills, store many documents including certificates and transcripts and even search for available jobs. Users can also create a personalized professional e-profile to share with instructors and prospective employers.

### Career Counseling

If students have taken all of the assessments on [OkCareerGuide.org](http://OkCareerGuide.org) and still aren't sure what career path to follow, they might benefit from career counseling. This involves a series of visits with our career development specialist and includes assessment, interpretation and guidance. Talk to a staff member in the Career Planning Center if you think career counseling would benefit you.

Meridian has a career counseling team that is dedicated to helping you succeed while you're making decisions about coming to Tech, while you're on campus and after you graduate.

In addition to connecting future students to our 20+ career training programs, the Career Planning Center is Meridian's hub for a variety of services:

- Career assessment and exploration
- College and career readiness
- Cooperative agreements for college credit after Tech
- CareerTech Student Organizations (CTSOs)

Services are available to prospective and current students. Career Counselors are available from 7:30 a.m. to 5 p.m. and other times by appointment. Call 405.377.3333 to talk to a career counselor.

### Educational Enhancement Center

We want students to complete their career major and have the academic skills to continue to learn long after they graduate Tech. To help ensure students have the academic skills they need to succeed, they can spend time in Meridian's Educational Enhancement Center (EEC). The EEC helps students use the WorkKeys® curriculum to improve their skills in Applied Math, Graphic Literacy and Workplace Documents. Individualized lessons are geared toward a student's needs, and students work at their own pace to improve their skills. Once a student has reached the skill levels recommended for their career major, they will take the WorkKeys® assessments.



### Job Placement Services

When our students are successful, individuals, industries and communities win. To help students take the skills they learn at Tech and put them to work, Meridian instructors actively assist students as they seek full-time, permanent employment upon successful completion of their training programs. Students can also take part in resumé workshops and mock interviews.

### Disability Services

Meridian Technology Center provides reasonable accommodations and support for students with disabilities and special education needs covered by the Americans with Disabilities Act (ADA), Section 504 of the Rehabilitation Act of 1973, and Individuals with Disabilities Education Act (IDEA). At the present time, Meridian does not offer any comprehensive transition or postsecondary programs for students with intellectual disabilities.

High school students who are on an Individual Education Program (IEP) or 504 Plan need to follow the regular enrollment process for high school students. The student's high school should provide Meridian with a copy of the student's IEP or 504 Plan during the application period. Meridian staff will work closely with the student's IEP or 504 Plan team to implement the necessary accommodations and modifications.

### ACT® Test Preparation

To assist students who are planning to pursue college upon the completion of their training at Tech, each fall Meridian hosts an ACT® test preparation course presented by Testing with Success. Visit [act.org](http://act.org) for ACT® test prep assistance, test-taking tips and practice exams. Students should visit with a college counselor at their school of choice about course placement scores.



## Admissions

Have you already decided that attending Tech is what you want to do? Here's how to get started!

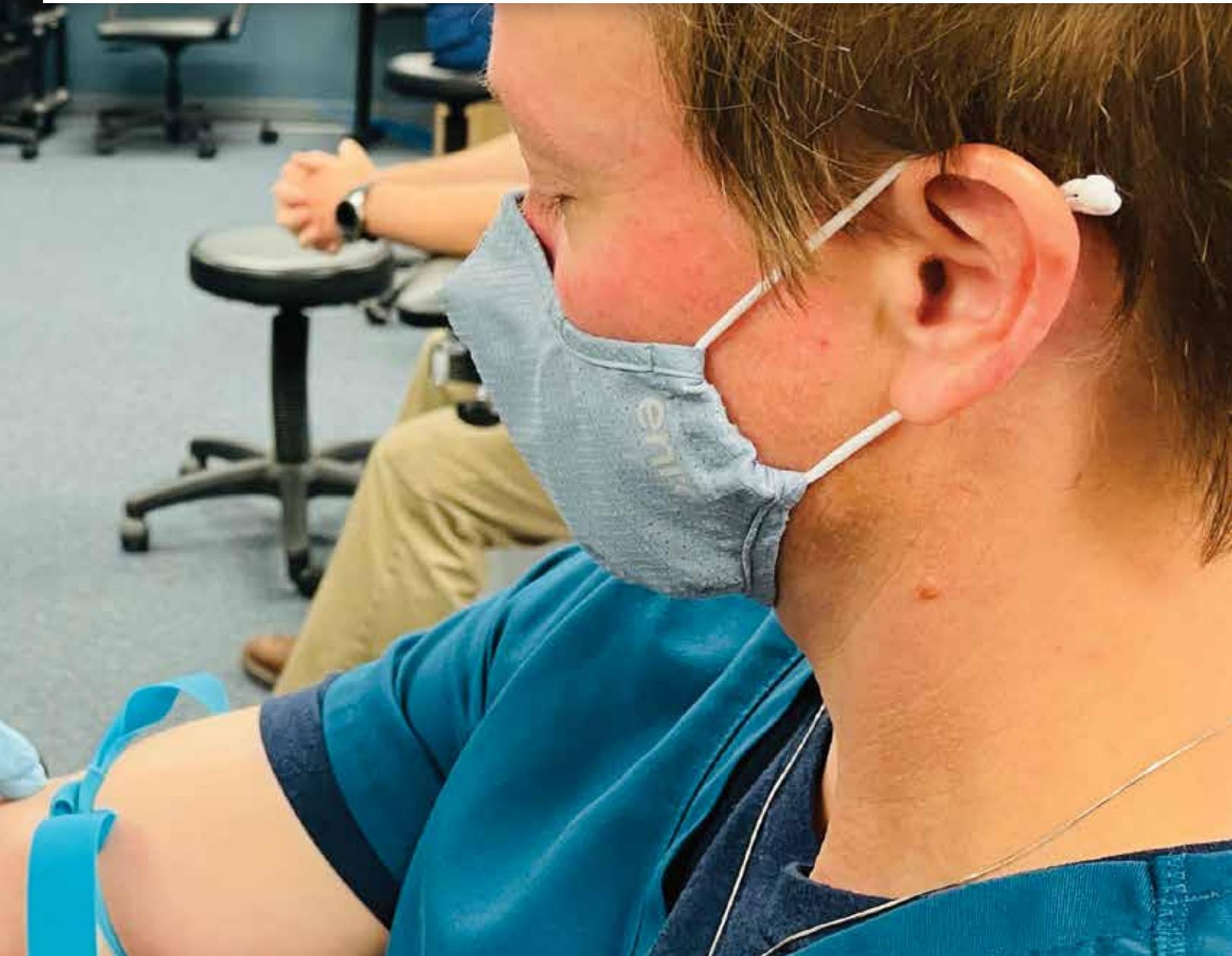
- Complete an application and any additional required documents for your chosen program
- Get your parent or legal guardian's signature if you're under 18
- Turn your application in to your high school counselor

Meridian will work with your school to get your transcript, attendance records and assessment results to assist in the admissions process.

As a part of the application process, you will interview with a member of Meridian's Career Counseling team. This is an opportunity for team members to learn more about you, your career goals, your academic background and other things you're involved in at your high school. Don't let the term interview scare you – this really is an opportunity for you to shine!

**The early application deadline is February 1.** Submissions are accepted through August for fall enrollment if space is available. Apply early for the best chance at getting placed in your preferred program. Programs fill up quickly!

Admission decisions are made in April. Students will receive a letter letting them know if they have been accepted into a program.





## ADULT STUDENT ENROLLMENT TIMELINE

The enrollment timeline for adult students opens each year during April for the fall semester and November for the spring semester.

Adult students can apply online for our programs at [meridiantech.edu/adults](http://meridiantech.edu/adults). Once someone creates a new application, they will receive a confirmation email with information on completing the process.

Evening Cosmetology, Health Informatics, Practical Nursing and Radiologic Technology have a separate enrollment timeline and application. Please refer to those individual program web pages for enrollment information and the application process.

At this time, Meridian does not sponsor international students needing an MI visa.

### Adult Student Orientation

Orientation sessions are set prior to each adult student enrollment period. If a potential student is unable to attend an orientation during the available sessions, they must schedule an appointment with a counselor to complete their application.

Visit [meridiantech.edu/adult](http://meridiantech.edu/adult) for upcoming session information.

Adult students should have a copy of their high school transcript showing the date of graduation or GED score report to turn in with an application. Adult students will also need copies of any college transcripts, assessment results for tests taken in the last five years or Career Readiness Certificates. More information will be provided at orientation.

### Assessments

Adult applicants will take a career assessment during orientation. Career Planning Center staff members will determine if adult students need an academic assessment at orientation. There is no cost for assessments.

### Secure Enrollment

Once an adult applicant completes all of the items above, they will be notified by mail with information regarding their admission status. Enrollment is secured with a \$100 deposit. This must be paid on the day adult students complete the enrollment form. The deposit is non-refundable. If an outside agency is paying the deposit, it is the student's responsibility to provide the school with a sponsorship letter before they will be allowed to enroll.

## ADULT STUDENT FINANCIAL AID

A variety of financial aid opportunities are available to assist adult students with their educational expenses. Many of these opportunities are made possible thanks to individuals and agencies that support career and technology training.

### Federal & State Financial Aid

Students may be eligible for a variety of grants and scholarships including Pell Grants, & Oklahoma Tuition Aid Grants. Get more information on federal financial aid at [fafsa.ed.gov](http://fafsa.ed.gov).

### Meridian Technology Center Foundation Scholarships

Meridian Technology Center Foundation scholarships are available through the generous support of donors. Applications will be considered for all scholarships for which the criteria are met. Amounts vary for each scholarship. A complete list of Foundation Scholarships can be found at [meridiantech.edu/types-of-aid](http://meridiantech.edu/types-of-aid).

### Tuition Waivers

The Second-Year Senior Tuition Waiver provides financial assistance for in-district students who begin a program of study during their senior year of high school and need to complete the second year of the program as an adult student. Secondary students attending Meridian Technology Center may receive a tuition waiver upon completion of their high school graduation requirements if they:

- Attended Meridian while they were enrolled in high school
- Completed less than four semesters but more than one during the time he/she first enrolled at Meridian
- Are in good standing with the institution

The Next Step Tuition Waiver Scholarship provides assistance for recent graduates from one of Meridian's district high schools. Applicants must:

- Apply within two years of high school graduation
- Provide a \$100 deposit, written statement of career plans/goals, two letters of reference, final high school transcript and proof of residence
- Meet all Meridian Technology Center enrollment requirements

Recipients are required to pay for books, clothing and any other materials required by the program. They must maintain a B (80%) grade average or higher and 90% or higher attendance to continue receiving the scholarship. The scholarship does not apply to the adult-only programs: Evening Cosmetology, Health Informatics, Practical Nursing and Radiologic Technology.

### Statewide Scholarships

The Otha Grimes and Francis Tuttle Memorial Scholarships honor two pioneers of the Oklahoma CareerTech system. The Oklahoma Foundation for Career and Technology Education created scholarship opportunities for students at technology centers to commemorate their contributions. To be eligible for the Otha Grimes or Francis Tuttle Memorial Scholarships students must:

- Be an adult enrolled in a career major at Meridian Technology Center
- Make satisfactory progress toward completing their career training
- Exhibit an evident need for scholarship assistance

The Otha Grimes and Francis Tuttle Memorial Scholarship applications are available in the Meridian Technology Center Financial Aid Office.

## OUR TEAM

We know that a lot of big decisions are on the way for students and their families. We're always happy to answer questions about the application process or what it's like once a student is here. In addition to instructional staff, students will frequently interact with their program's Director of Instruction or a member of the Career Planning Center. Here is a quick reference guide on who to contact for more information.



**Dr. DeAnna Little**

deannal@meridiantech.edu

Director of Instruction, Trade and Industry

Air Conditioning and Refrigeration | Automotive Technology | Carpentry | Collision Repair Technology | Computer Aided Drafting | Daytime and Evening Cosmetology | Electrical Technology | Energy and Power | Precision Metal Fabrication | Product Development and Machining | Welding



**Jeanie Zagar**

jeaniez@meridiantech.edu

Executive Director, Career Planning/ Career Development

Jeanie works with students from the time they first express interest in enrolling at Meridian throughout the completion of a program and beyond. She is involved in the processes of recruitment and enrollment and oversees the areas of enrollment, assessment, student organizations and testing. Jeanie is a liaison between Meridian and the community and district high schools.



**Dustin Hicks**

dustinh@meridiantech.edu

Director of Instruction, Health & Public Service

Criminal Justice | Health Careers | Health Informatics | Pharmacy Technician | Practical Nursing | Radiologic Technology



**Alton Carter**

altonc@meridiantech.edu

Career Development Specialist

Alton coordinates and assists with recruiting efforts across the Meridian district. He is frequently found in classrooms across campus working with students on career development activities that include preparing for college, creating résumés or practicing for interviews. Alton also serves as a liaison between Meridian and state colleges, where he oversees post-secondary student enrollment.



**Sara Collins**

sarac@meridiantech.edu

Director of Instruction, Professional Services

Business Technology | Culinary Arts | Digital Media | Information Technology | STEM Academy



**Teresa Klingsick**

teresak@meridiantech.edu

Career Development Specialist

Whether she's giving presentations in one of Meridian's 10 partner high schools or working with the district's homeschool, private school or virtual school students, Teresa is responsible for sharing how Tech gives high school students a competitive advantage for college or a career. Teresa also oversees all of Meridian's IEP/504 student documentation to ensure that instructors implement accommodations and modifications to help students succeed.



**Teri Ray**

terir@meridiantech.edu

Career Counselor/Student Organizations Coordinator

Teri works with adult students and assists them in the enrollment process. She provides assistance in the area of career counseling to help individuals explore career choices. She also coordinates student organization activities and helps students develop leadership skills through various training opportunities.



**Scott Schaefer**

scotts@meridiantech.edu

Career Development Specialist

Scott has the opportunity to work with students beginning in 8th grade through their senior year in high school. As a Career Development Specialist, he assists them in career exploration, helps them narrow their career goals and works with them to establish a career plan. Additionally, Scott works with the Admissions staff assisting them in recruiting and enrollment activities throughout the year.



**Heather West**

heatherw@meridiantech.edu

Educational Enhancement Center Instructor

Heather is responsible for operation of the Educational Enhancement Center, the on-site curriculum and testing lab for students. Heather coordinates curriculum for students to assist them in obtaining their National Career Readiness Certificates using WorkKeys® assessments. She also plays a key role in administering the WorkKeys® assessments and program certification exams for students.



**Tammy Baker**

tammyb@meridiantech.edu

Bursar

Tammy is responsible for the collection and tracking of student tuition in all programs. The Bursar sends out tuition reminders and accounts receivable invoicing. Other duties include managing activity fund purchase orders, disbursing federal financial aid checks to students and daily reconciliation of accounts.



**Carol Herring**

carolh@meridiantech.edu

Mathematics Instructor

Carol provides math instruction and tutoring in the areas of Algebra II, Geometry, Math of Finance and Pre-Calculus for students who are enrolled in career training programs at Meridian. Carol also assists in monitoring the progress of students who are taking advantage of online credit recovery. Students enrolled in the STEM Academy will take their mathematics courses in conjunction with their program.



**Ashley Hernandez Torres**

ashleyh@meridiantech.edu

Financial Aid Officer

As Financial Aid Officer, Ashley assists students with obtaining Pell grants from the Federal Student Aid Office of the U.S. Department of Education. The Federal Pell Grant program (Title IV) provides aid for tuition, books and other program related costs. The Financial Aid Office supports students with the Oklahoma Tuition Aid Grant, Oklahoma's Promise, Workforce Investment Act and other scholarship applications.

To contact a member of the Career Planning Center, call 405. 377.3333 or email [cpc@meridiantech.edu](mailto:cpc@meridiantech.edu).



Don't just take our word for it:

**“Coming to Tech is a great idea. I spent my summer working in industry and I know I wouldn't have been able to get that job without the skills I learned at Meridian.”**

– Jeremy Clutter  
Guthrie senior | Electrical Technology



**“If you’re on the fence, just do it.  
You will be able to get a good job  
with the skills you’ll get here.”**

– Kaitlyn Mitchell  
Perry senior | Health Careers

POWERED BY  
**career<sup>tech</sup>**



Meridian Technology Center has been a driver of economic development since 1975. With a mission to educate, enrich lives and secure economic futures, Meridian offers full-time career training programs, short courses, workforce and economic development assistance and entrepreneurial support to residents from the Agra, Carney, Glencoe, Guthrie, Morrison, Mulhall-Orlando, Pawnee, Perkins-Tryon, Perry and Stillwater school districts. Meridian is one of 29 schools within Oklahoma's CareerTech system.



**[meridiantech.edu](http://meridiantech.edu) | 405.377.3333 | 1312 S. Sangre Rd | Stillwater, OK 74074**

Meridian Technology Center will not discriminate in its programs, services, activities or employment because of race, color, sex, pregnancy, gender, gender expression or identity, national origin, religion, disability, veteran status, sexual orientation, age, or genetic information. Inquiries concerning application of this policy may be referred to Jeremy Zweiacker, Coordinator of Section 504/ Title II, Title VI, Title IX, and the Age Act, at Meridian Technology Center, 1312 South Sangre Road, Stillwater, Oklahoma, 74074-1899, or by phone at 405.377.3333. Outside assistance may be obtained from the U.S. Department of Education Office for Civil Rights at One Petticoat Lane, 1010 Walnut Street, Suite 320, Kansas City, MO 64106, or by phone at (816) 268-0550, fax at (816) 268-0599 or email at [OCR.KansasCity@ed.gov](mailto:OCR.KansasCity@ed.gov).