

TO: All Automotive Technology Students and Parents
FROM: Mr. Lon Williams, Automotive Technology Instructor
DATE: July 23, 2020
RE: Items needed to start class in the fall

I would like to welcome you to my class this fall. As a student in the Automotive Technology shop at the Crawford County Career & Technical Center, there are some items that you will need to purchase during the summer for class. Please have these items before the first day of school on **Wednesday, September 2, 2020**.

1. **Work Shoes or Boots:** with hard soles (steel toes are recommended, but not required)
2. **Work Uniforms:** Students must acquire suitable work clothing, such as uniform type pants and shirt or coveralls (jeans and t-shirts are fine). Cleanliness is the responsibility of the student and is also part of their daily grade. Uniforms **must** be kept clean, so we recommend that several sets of uniforms be purchased.
3. **Large 3-Ring Binder**
4. **Safety Glasses:** The school will provide one pair of non-prescription glasses to first year students. If these need to be replaced for any reason, a new pair may be purchased in the Main Office for \$3. If you wear prescription glasses, they **MUST** be industrial approved safety lenses, which can be purchased through your eye care provider.
5. **Student Tools:** The Automotive Technology program will be requiring first year students to begin purchasing hand tools that will be needed on the job. I will provide you with a list of these tools after the start of the school year.

If you feel that the above mentioned costs may be a deterrent to your son/daughter enrolling at the Crawford County Career and Technical Center, please notify your home school guidance counselor or the Student Services department at CCCTC to discuss financial alternatives.

Enjoy the rest of your summer. I am looking forward to seeing you in the fall!