



<http://www.lcctc.edu>

### **Auto Body/Collision Repair**

CIP 47.0603

**Instructor:** Mr. Gerz

**Email:** [rgerz@lcctc.edu](mailto:rgerz@lcctc.edu)

### **QUESTIONS?**

Contact the School Counselors:

Theresa Tobias ([ttobias@lcctc.edu](mailto:ttobias@lcctc.edu))

Kelly Flowers ([kflowers@lcctc.edu](mailto:kflowers@lcctc.edu))

*Every Learner, Every Day, Career-Ready in Every Way!*

# Lebanon County Career and Technology Center

## Mission Statement

The Mission of Lebanon County Career and Technology Center is to provide all students with quality career and technical education that prepares students for high skill, innovative, and in demand occupations to be career ready in a global economy.

## Our Vision

The Vision of the Lebanon County Career and Technology Center is to lead the transformation and expansion of career and technical pathways, continuously improving and diversifying educational offerings, bridging the gap between evolving industries and skilled talent.

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## Auto Body

**Program Description:** A program that prepares individuals to apply technical knowledge and skills to repair, reconstruct and finish automobile bodies, fenders, and external features. Includes instruction in structure analysis, damage repair, non-structural analysis, mechanical and electrical components, plastics and adhesives, painting and refinishing techniques, and damage analysis and estimating.

**Career opportunities:** Detailer, Estimator assistant, Parts manager, Refinishing/Painting/Prep apprentice (Paint Tech assistant), Damage Repair (Body Tech assistant), Insurance estimator/appraiser, Office Manager, Floor Manager, Paint and Body sales representative and more.

Students also can earn ICAR and OSHA Certifications before graduating high school. Students who meet the requirements can take part in our Co-op program when in their second year they work for a shop, gaining more experience while in high school.

## Two Year Half-Day Program

Year One: 8:00am – 10:25am (36 weeks – 3 credits)

Year Two: 11:25am – 2:00pm (36 weeks – 3 credits)

## Program Costs:

Students are required to purchase the following at an estimated cost of \$125.

- Uniforms
- Leather boot with steel or composite toe
- Lock for Locker

## Job Titles – Career Pathways (Find online at <http://www.onetonline.org>) :

- Detailer, Estimator assistant, Parts manager, Refinishing/Painting/Prep apprentice (Paint Tech assistant), Damage Repair (Body Tech assistant), Insurance estimator/appraiser, Office Manager, Floor Manager, Paint and Body sales representative.

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CTC Knowledge Transfers to College Credits at:

([www.collegetransfer.net](http://www.collegetransfer.net))

- Thaddeus Stevens college
- Rosedale Technical college

## Certifications Available

### NOCTI

- National Occupational Competency Testing Institute (NOCTI) provides industry-based credentials and partner industry certifications for students enrolled in career and technical education programs.
- ICAR Academy Certifications
- OSHA 10 (automotive) certification.

## About Your Instructor

Instructor Name: Mr. Gerz  
Hire Year: 2014  
Email Address: rgerz@lcctc.edu

## Education

- High School Diploma
- CTC Graduate
- Penn State University – CTE I Certification
- Penn State University – CTE II Certification
- Minimum of 20 hours per year of training to stay up to date on industry standards.

## Certifications

- ASE Certifications
- PA State inspection certification
- PA State emissions certification
- ICAR certification
- PPG EHP certification
- National Rule spray gun certification
- PDE CTE 1
- PDE CTE 2

## Work Experience (Related to CTE Program)

- Full time body/paint tech for 17 years prior to becoming an instructor
- 12 years as an auto body/collision repair instructor

## Auto Body Behavior and Safety Procedures

1. You must observe the office safety policies in place within the classroom and shop.
2. Students will complete the safety program leading to certification.
3. No outside electronic devices will be allowed.
4. In case of an injury, regardless of severity, it must be reported to the school nurse, instructor and administration

## Auto Body Tools & Equipment (major focus tools/equipment)

The following is a list of tools and equipment that students will receive instruction on:

- Automotive grade paint mixing station computer, scale, camera and mix room
- Automotive grade paint spraying booth
- Automotive frame bench
- Automotive 3D Computerized Measuring system
- Automotive Steel Mig, Silicone Bronz Mig, Aluminum Mig, and STRSW welders
- Automotive grade Nitrogen Plastic welder
- Automotive Aluminum Dent repair station
- Automotive Glue pull dent system
- Automotive Ventilation systems
- Automotive Water Based paint system
- Floor Jack, Post lifts
- Hand and small power tools

## Grading Scale

The LCCTC grading system incorporates three components: competencies (skill— 33.3%), career skills (work ethic— 33.3%), and theory (knowledge—33.3%). Each academic class implements a performance evaluation/student grading system that incorporates career skills (work ethic), and theory (knowledge). Each component is weighted equally.

Please refer to the Student Handbook, available on the school website at <http://www.lcctc.edu> for a complete list of grading components.

## Progress Reports

Students will receive a “Progress Report” each mid-quarter through the mail for any student with a 70% or less, and a “Report Card” will be given to each student at the end of each quarter. It is the student's responsibility to share this information with their parents/guardians. Both reports will utilize student performance data obtained from competencies, career skills, and theory grades.

Please Note: 40% is the minimum grade for the first 3 marking periods. However, students with excessive absences may be assigned an earned grade with administrative approval. There is no minimum grade for the 4<sup>th</sup> marking period.