



QUINCY AREA VOCATIONAL TECHNICAL CENTER

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Dear Health Occupation I Students and Parents/Guardians,

## **Congratulations!**

We are pleased that you have chosen to participate in the Health Occupations Program at Quincy Area Vocational Technical Center. We are excited and look forward to having you in this course.

We are making this class an informative and positive learning experience. You will be taught the necessary skills and education to become a successful nursing assistant. At the end of the course, you will meet all of the requirements in order to take the Illinois State exam for certification. If you pass the exam, you can have the opportunity to become employed as a certified nursing assistant (CNA).

As students, we need you to be enthusiastic, motivated to learn, and excited to participate in this program. We want students who are prepared to work hard, show concern and compassion for others and residents/patients, and follow rules and guidelines. In this program, you will provide care to residents/patients in a long term facility and/or hospital.

QAVTC classes begin on August 17th. Learning will consist of classroom, skills lab, and clinical experience. The instructors and students will be using a variety of learning techniques to facilitate a positive experience including a new textbook (hard copy and online) and instructor/coordinator (Mrs. Failor).

Included with this letter is the course syllabus with expectations, student contract, and permission request. Course syllabus will be reviewed in class and a quiz will be given after. Student contract and permission request need to be returned to instructor before 8/31.

Evie Morrison Principal QAVTC and Jill Failor Program Coordinator/Instructor