



Pittsburg State University

DEPARTMENT OF

AUTOMOTIVE TECHNOLOGY

Degree: Associate of Applied Science
 Major: Automotive Service Technology
 Emphasis/Option:
 Minor (if required):

As of Fall ;

First Year

First Semester

AST 101: Engine Repair	3
AST 102: Brakes	3
AST 122: Auto Mechanics General Laboratory I	5
ENGL 101: English Composition	3

Second Semester

AST 150: Engine Performance I	3
AST 151: Electrical Systems I	3
AST 152: Auto Mechanics General Laboratory II	5
COMM 207: Speech Communication	3

Summer Session

AST 160: Automatic Transmissions	3
AST 163: Manual Drive Train and Transaxle	3
AST 164: Current Topics in Automatic Transmissions	1

Second Year

First Semester

AST 251: Electrical Systems II	3
AST 252: Auto Mechanics General Laboratory III	5
AST 260: Engine Performance II	3
Elective Course	2-4

Second Semester

AST 255: Automotive Heating and Air Conditioning	3
AST 256: Suspension and Steering	3
AST 257: Auto Mechanics General Laboratory IV	5
or AST 299: Automotive Service Coop Internship	6
PSYCH 155: General Psychology	3
or POLS 101: U.S. Politics	3
or PHIL 208: Logic	3
Elective course	2-4

Technical Courses

AST 101: Engine Repair	3
AST 102: Brakes	3
AST 122: Auto Mechanics General Laboratory I	5
AST 150: Engine Performance I	3
AST 151: Electrical Systems I	3
AST 152: Auto Mechanics General Laboratory II	5
AST 160: Automatic Transmissions	3
AST 163: Manual Drive Train and Transaxle	3
AST 164: Current Topics in Automatic Transmissions	1
AST 251: Electrical Systems II	3
AST 252: Auto Mechanics General Laboratory III	5
AST 255: Automotive Heating and Air Conditioning	3
AST 256: Suspension and Steering	3
AST 257: Auto Mechanics General Laboratory IV	5
or AST 299: Automotive Service Coop Internship	6
AST 260: Engine Performance II	3

General Education Requirements

Basic Skills	13-16 hours
COMM 207: Speech Communication	3
ENGL 101: English Composition	3

Elective Courses

PHIL 208: Logic	3
or POLS 101: U.S. Politics	3
or PSYCH 155: General Psychology	3

(Choose two from different departments)*

ACCTG 201: Financial Accounting	3
CIS 130: Computer Information Systems	3
ECON 191: Issues in Today's Economy	3
GT 190: Introduction to Technological Systems	3
MATH 110: College Algebra with Review	5
MATH 113: College Algebra	3
MATH 133: Quantitative Reasoning	3
MATH 143: Elementary Statistics	3
MGT 101: Introduction to Business	3
MGT 105: Introduction to Entrepreneurship	3
PHYS 171/172: Physical Science and Laboratory	4

*Only three hours of MATH 110 count toward degree

Total Hours Required 64-69 hours

NOTE: The information contained herein is intended to be used for the planning of a student's academic program and does not constitute a contract. While this guide was prepared with the latest information, courses, graduation requirements, and curricula are subject to change.

MINIMUM GENERAL REQUIREMENTS: Total hours for Associate of Applied Science Degree with a major in Automotive Service Technology is 64-69 hours. Minimum GPA for non-education degree is 2.0 overall [2.0 in major], and early/late childhood/unified degree is 2.80 overall [3.0 in major]. A minimum GPA of 2.0 in any major and in residence coursework is required. General Education all degree requirements are provided in the online catalog.

Refer to individual departments for specific requirements.

Automotive Service Required Tool List

<ul style="list-style-type: none"> • Air Blow Gun (meeting OSHA requirements) • Allen Wrench (Wrench or Socket) Set Standard (.050" - 3/8") • Allen Wrench (Wrench or Socket) Set Metric (2mm-7mm, 10mm, 12mm) • Battery Post Cleaner • Battery Terminal Pliers • Battery Terminal Puller 	<ul style="list-style-type: none"> • Pliers: <ul style="list-style-type: none"> • Combination 6" • Hose Clamp • Locking Jaw • Needle Nose 6" • Side Cutting • Slip Joint (Water Pump) 	<ul style="list-style-type: none"> • 10mm-19mm Standard Depth • 3", 5", 10" Extensions • Flexhead Ratchet • Ratchet • Spark Plug Sockets 5/8", 13/16" • Speed Handle • Universal Joint • Flexible Socket Set 3/8" - 3/4" • Flexible Socket Set 10mm-19mm • Socket Set - 1/2" Drive: <ul style="list-style-type: none"> • 7/16" - 1 1/8" Standard Depth • 7/16" - 1 1/8" Deep • 10mm-24mm Standard Depth • 10mm-24mm Deep • 3", 6", 12" Extensions • Flex Handle (Breaker Bar) • Ratchet • Spark Plug (Gap Tool) • Tape Measure - Standard and Metric • Test Light (12V) • Tire Pressure Gauge • Torque Wrench: <ul style="list-style-type: none"> • 3/8" Drive (10-250 lb. in.) • 3/8" Drive (5-75 lb. ft.) • 1/2" Drive (50-250 lb. ft.) • Torx Set (screwdrivers and/or sockets): <ul style="list-style-type: none"> • T-8 to T-60 • Snap On meter required for meter certification • Dial Indicator w/ Vice Grip • Tool Chest (Must be able to roll and lock)
<ul style="list-style-type: none"> • Wrenches: • Open End 5/16" • Open End 3/8", 3/4" • Wrench Holder • Flare Type Pickup Tool 	<ul style="list-style-type: none"> • Pry Bars: <ul style="list-style-type: none"> • Rolling Head • Straight 	
<ul style="list-style-type: none"> • Combination Wrenches: <ul style="list-style-type: none"> • Standard (1/4" - 1 1/4") • Metric (7mm-24mm) • Crowfoot Wrench Set (Metric) • Crowfoot Wrench Set (Standard) • Ear Protection • Feeler Gauge (Blade Type): <ul style="list-style-type: none"> • .002"-.040" • .06mm-.070mm 	<ul style="list-style-type: none"> • Punches: <ul style="list-style-type: none"> • Center • Brass Drift • Pin 1/8", 3/16", 1/4", 5/16" • Taper 3/8", 1/2", 5/8" • Safety Glasses (meeting OSHA requirements) • Scraper: <ul style="list-style-type: none"> • Carbon 1" • Gasket 1" • Screwdriver - Blade Type: <ul style="list-style-type: none"> • Stubby <ul style="list-style-type: none"> • 6", 9", 12" • Offset 	
<ul style="list-style-type: none"> • Files: <ul style="list-style-type: none"> • Coarse 6" and 12" • Fine 6" and 12" • Half Round 6" and 12" • Round 6" and 12" • Flare Nut (tubing) Wrenches: <ul style="list-style-type: none"> • 1/8"-3/4" • 10mm-17mm • Flashlight • Fuse Puller • Fused Jumper Wire Set (with various adaptors) • Hack Saw 	<ul style="list-style-type: none"> • Screwdriver - Phillips: <ul style="list-style-type: none"> • Stubby #1, #2 • 6" #1, #2 • 12" #3 • Offset #2 • Screwdriver - Impact Driver Set 	
<ul style="list-style-type: none"> • Hammers: <ul style="list-style-type: none"> • 16 oz. Ball Peen • Brass • Dead Blow Plastic Mallet • Plastic Tip • Rubber Mallet • Inspection Mirror • Magnetic Pickup Tool 	<ul style="list-style-type: none"> • Screw Starter: <ul style="list-style-type: none"> • Phillips • Standard • Bolt/Screw Extractor Kit 	
	<ul style="list-style-type: none"> • Socket Set - 1/4" Drive: <ul style="list-style-type: none"> • 1/4" - 1/2" Standard Depth • 1/4" - 1/2" - Deep • 6mm-12mm Standard Depth • 6mm-12mm Deep • Flex/Universal Type • 3", 6" Extensions • Ratchet 	
	<ul style="list-style-type: none"> • Socket Set - 3/8" Drive: <ul style="list-style-type: none"> • 5/16" 3/4" Standard Depth (6 point) • 3/8" - 3/4" Deep (6 point) 	
		<ul style="list-style-type: none"> • Suggested but not required on the first day of school: <ul style="list-style-type: none"> • Logic Probe • Compression Gauge • Vacuum Gauge • Hand Vacuum Pump • Fuel Pressure Gauge • Dial Calipers • 1/2" Electric Drill w/ Drill Index • 1/2" Air Impact • 3/8" Air Impact • 3/8" Air Ratchet • Remote hose clamp pliers • Air operated die grinder with 3m pad attachments • Coolant Pressure Tester • Air Operated Chisel w/ tie rod attachment • Magnetic Tool Tray • DVOM Inductive Clamp

Financial Assistance

The University offers a wide range of financial assistance to the student. A student guide on financial aids such as loans, grants, federal direct students loans, and work-study can be obtained in the Office of Student Financial Assistance, 103 Horace Mann or call (620) 235-4240.

The Pittsburg State University two year Automotive Service Program is considered by many state and federal agencies as Techn or Job Training, therefore, making the student eligible for some assistance that regular degree programs might not be eligible for. Information on these types of programs may also be obtained from the Office of Student Financial Assistance or by contacting the federal or state agencies that deal with Job or Occupational Training Programs.

Scholarships are also available to Automotive Service Program students.

Automotive Service Contact Information:

Pittsburg State University
Attn: Perry Cummins or Steve Polley
N105a or N105f
Kansas Technology Center
Pittsburg, KS 66762

Or Phone:
(620) 235-4827 or (620) 235-6515

For further information on Financial Assistance contact:

Pittsburg State University
Office of Student Financial Assistance
103 Horace Mann
1701 S Broadway
Pittsburg, KS 66762

Or Phone Toll Free:
1-800-854-PITT



Pittsburg State University

ADMISSION REQUIREMENTS

1.) High school graduate under the age of 21 and under 24 college credits taken AFTER high school.

The student needs to have a 2.0 GPA or higher on a 4.0 scale from their high school coursework.

The student must also have either a 21 ACT score or rank in the TOP 1/3 of their high school graduating class.

**If the student has 24 or more college credits taken AFTER high school then they are considered a transfer student and would follow transfer admission requirements.

**If a student is 21 years old or older, they do NOT need to have taken the ACT or SAT, we will admit them based on their high school GPA alone.

2.) Transfer students are students that have taken 24 or more college credits AFTER high school.

A transfer student must have a cumulative GPA of 2.0 or higher on a 4.0 scale from their college coursework.

**There are provisions for a small number of exceptions to the admission standards, but they are made on a case-by-case basis. Please contact the Director of Admission at X4226 or 620-762-1811 if you have a student that does not meet the standards above (for both freshman and transfer).

3.) Where do you need to send your transcript?

Registrar's Office, PSU
1701 S Broadway
Pittsburg, KS 66762.

Please note: The Office of Admission always need a final transcript sent from your school to complete the admission process. However, if you have an unofficial copy, you can fax it to **620-235-6003** or email it to: psuadmit@pittstate.edu and we can begin processing your application while we await your official copy to complete the process.

4.) Are there any places that PSU recommends or does NOT recommend for off-campus housing?

We don't typically make recommendations regarding off-campus housing, but have had favorable feedback from students who lived in Crimson Villas (across from the KTC) or Gorilla Edge (south of Crimson Villas on Rouse street), as well as University Commons which just south of PSU main campus on Broadway street. All of these are apartments. If you are looking for a house to rent, there are many available but we don't have any advice on them because there are so many with a lot of different owners.

5.) Can you apply to be a Kansas resident so you can get in-state tuition?

Critical information on the "Kansas Residency" application (located at:

<https://www.pittstate.edu/office/registrar/forms.dot>) is:

1) Is the student employed (off-campus) and filed a Kansas tax return?

2) Are mom and/or dad supporting more than 50% of living expenses?

3) How do they answer the questions pertaining to why in Kansas and long term plans?

(FYI: These answers cannot state they are simply here to go to school and then go back home.)

Please note: We welcome any student to petition for Kansas residency, but right under the first line of instructions of the form it states, "*It is extremely difficult to do while they are a student.*"

You can read more about tuition rates at:

<https://www.pittstate.edu/admission/information/first-time-student/tuition-fees.dot>



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DEPARTMENT OF

AUTOMOTIVE TECHNOLOGY

Two-Year Program Application

\$100 dollar non-refundable deposit check/money order must be attached. Note: this deposit secures a seat on the 2-year waiting list. If a student chooses to major in a different degree and not attend the 2-year program, then they will forfeit their \$100 deposit. If a student enters the 2-year program on time for the semester they are scheduled, then they will have the deposit applied to their tuition. Furthermore, we recommend contacting the department ahead of time to determine if any seats are available for the upcoming academic school year.

In order to be considered for admission into the College of Technology Two-Year Program, the student must have submitted an Undergraduate Application for Admission including the \$30 application fee, which is in addition to this 2-year application form and deposit.

Student name: _____ Cell Phone: _____

Email: _____ SS#: _____

Home Address (City, State, Zip Code): _____

Do you use Facebook?
YES NO
(Circle one)

Date of Birth: _____

GED (if applicable): _____

Do you wish to start in the program in January or August? _____

PSU reserves the right to limit the number accepted into the program per school year. Continuation in the two-year program mandates full-time enrollment.

\$100.00 check or money order attached/enclosed.

Make checks payable to: **Pittsburg State University**

Signature: _____

**THIS APPLICATION IS NOT VALID
WITHOUT THE \$100.00 DEPOSIT**

If mailing, please send to:
Pittsburg State University
C/O Automotive Technology Dept.
909 E. Ford,
Pittsburg, KS. 66762



Pittsburg State University

DEPARTMENT OF

AUTOMOTIVE TECHNOLOGY

Degree: Bachelor of Science in Technology

Major: Automotive Technology

Emphasis/Option:

Minor (if required):

As of Fall 2017

Support Courses

ECON 200: Principles of Microeconomics	3
MATH 143: Elementary Statistics	3
ENGL 301: Technical/Professional Writing	3

**Approved Electives (7 credit hours selected from the following)

AT 101: Automotive Maintenance for All Majors	3
AT 300: Automotive Internship	3-6
AT 301: Fundamentals of Collision Technology	3
AT 331: Fall SAE Baja Team	1
AT 332: Spring SAE Baja Team	2
AT 335: Industry Tours in the Transportation Industry	1-2
AT 340: Diesel Engine Fundamentals	3
AT 400: Automotive Internship	3-6
AT 403: Current Topics in Automotive Technology	1-3
AT 405: Laboratory Teaching Internship	3
AT 416: Fluid Power	3
AT 418: Failure Analysis	3
AT 462: Structural and Non-Structural Analysis	3
AT 562: Damage Analysis, Estimating, and Insurance Appraisal	3
AT 613: Service Techniques Laboratory	3
AT 630: On Highway Systems	3
AT 635: Advanced Engine Performance	3
AT 641: Construction Equipment Systems	3
AT 642: Agricultural Equipment and Powertrains	3
AT 650: Dynamometer and Performance Testing	3
AT 662: Automotive Finishing and Refinishing	3
AT 682: Dealership Sales Operations	3
AT 687: Corporate Sales, Service and Parts Management	3
EET 141: Introductory Electronics	3
EST 393: Introduction to Industrial Safety	3
MFGET 162: Welding Processes and Procedures	3
TM 606: Industrial Supervision	3

**Courses cannot be used as elective and required course.

Automotive Technical Core

AT 100: Orientation to the Transportation Industry	1
AT 115: Mobile Electrical/Electronics	3
AT 116: Mobile Electrical/Electronics Laboratory	3
AT 210: Brake Systems	3
AT 211: Steering, Alignment, and Suspension	3
AT 213: Engine Systems	3
AT 314: Manual Transmissions	3
AT 399: Professional Development in the Transportation Industry	2
AT 410: Emerging Trends in the Transportation Industry	1
AT 414: Automatic Transmissions	3
AT 415: Mobile Climate Systems	3
AT 515: Engine Performance	3
or AT 621: Advanced Diesel Electronics and Diesel Engine Laboratory	3
AT 519: Mobile Fuels, Lubricants and Alternate Fuels	3
AT 580: Dealership Service Operations	3
AT 620: Hybrid, Electric, and Fuel Cell Vehicles	3
AT 699: Senior Seminar	1

At least one of the following options must be completed

Option One: Manufacturing Management in the Transportation Industry

MFGET 160: Manufacturing Graphics	3
MFGET 261: Computer Aided Part Design	3
MFGET 263: Manufacturing Methods I	2
MFGET 268: Manufacturing Methods I Laboratory	1
MFGET 367: Manufacturing Methods II	4

MFGET 405: Quality Control	3
EST 393: Introduction to Industrial Safety	3
Approved manufacturing elective#	3-5
#MFGET 661 Computer Aided Manufacturing I or MFGET 567 Principles of Metalcasting plus MFGET 568 Metalcasting Processing Laboratory are the recommended electives.	

Option Two: Dealership and Corporate Transportation Management

ACCTG 202: Managerial Accounting	3
AT 301: Fundamentals of Collision Technology	3
AT 682: Dealership Sales Operations	3
AT 687: Corporate Sales, Service, and Parts Management	3
MGT 330: Management and Organizational Behavior	3
MKTG 330: Principles of Marketing	3
MGMKT 444: Legal and Social Environment of Business	3
ACCTG 202 can be substituted through approval of an accounting elective.	

Option Three: Diesel and Heavy Equipment

MFGET 162: Welding Processes and Procedures	3
AT 340: Diesel Engine Fundamentals	3
AT 416: Fluid Power	3
AT 418: Failure Analysis	3
AT 630: On Highway Systems	3
AT 641: Construction Equipment Systems	3
AT 642: Agricultural Equipment and Powertrains	3
AT 654: Advanced Hydraulic Systems and Off Highway Systems Laboratory	3

Option Four: Collision Repair and Insurance Management

MFGET 162: Welding Processes and Procedures	3
AT 301: Fundamentals of Collision Technology	3
AT 462: Structural and Non-Structural Analysis	3
AT 562: Damage Analysis, Estimating, and Insurance Appraisal	3
AT 662: Automotive Finishing and Refinishing	3
AT 682: Dealership Sales Operations	3
AT 687: Corporate Sales, Service and Parts Management	3

Option Five: Automotive Technical

Complete 21 hours (7 of the 8 courses)

AT 301: Fundamentals of Collision Technology	3
AT 340: Diesel Engine Fundamentals	3
AT 416: Fluid Power	3
AT 418: Failure Analysis	3
AT 613: Service Techniques Laboratory	3
AT 635: Advanced Engine Performance	3
AT 650: Dynamometer and Performance Testing	3
EET 141: Introductory Electronics	3

Option Six: Automotive Mechanical Design

MECET 121: Engineering Graphics I	3
MECET 220: Statics	3
MECET 226: Computer Aided Design	3
MECET 420: Kinematics	2
MECET 423: Mechanics of Materials	3
MECET 424: Mechanics of Materials Laboratory	1
MECET 428: Thermodynamics	3
MECET 523: Mechanical Design I	3

MATH 150 Calculus I is required to satisfy General Education Basic Skills Requirements. PHYS 100 Physics I with PHYS 130 Elementary Physics I Laboratory is required to satisfy the Physical Science area of General Education Requirements.

**General Education Requirements
(46-54 hrs.)**

Basic Skills	12-14 hours
COMM 207: Speech Communication	3
ENGL 101: English Composition	3
ENGL 190: Honors English Composition	3
or ENGL 299: Introduction to Research Writing	3
Mathematics* (select one)	
MATH 110: College Algebra with Review	5
MATH 113: College Algebra	3
MATH 133: Quantitative Reasoning	3
MATH 150: Calculus I	5
Sciences	8-10 hours
Natural Sciences (select one)	
BIOL 111/112: General Biology and Laboratory	5
BIOL 113: Environmental Life Science	4
BIOL 211: Principles of Biology I	4
Physical Sciences** (select one)	
CHEM 105/106: Introductory Chemistry and Laboratory	4
CHEM 107/108: Chemistry for Life Sciences and Laboratory	4
PHYS 100/130: College Physics I and Laboratory	5
PHYS 160/165: Physical Geology and Laboratory	4
PHYS 171/172: Physical Science and Laboratory	4
Social Studies	3 hours
SOC 100: Introduction to Sociology	3
WGS 200: Introduction to Women's Studies	3
Political Studies (select one)	3 hours
POLS 101: U.S. Politics	3
POLS 103: Comparative Political Institutions	3
Producing and Consuming	5-6 hours
GT 190: Introduction to Technological Systems	2
or GT 350: Technology and Civilization	3
ACCTG 201: Financial Accounting	3
or CIS 130: Computer Information Systems	3
or MGT 101: Introduction to Business	3
or MGT 105: Introduction to Entrepreneurship	3
Fine Arts and Aesthetic Studies (select one)	2-3 hours
ART 155: Printmaking and Paper Arts	3
ART 178: Introduction to the Visual Arts	3
ART 188: The Designed World	3
ART 217: Crafts I	3
ART 222: Jewelry Design	3
ART 233: Drawing I	3
ART 244: Ceramics I	3
ART 266: Sculpture I	3
ART 277: Painting I	3
ART 288: Introduction to Art History I	3
ART 289: Introduction to Art History II	3
ART 311: Art Education	3
ART 351: Printmaking, Papermaking, Bookarts, and the Letterpress	3
ART 430: Automotie: Art and Design	3
COMM 105: Performance Appreciation	3
COMM 205: Performance Studies	3
COMM 295: Theatre History	3
ENGL 250: Introduction to Creative Writing	3
HHP 151: Dance Appreciation	3
MUSIC 120: Music Appreciation	3
MUSIC 121: Introduction to Music Literature	2

Cultural Studies (select one)	3 hours
ANTH 101: Introduction to Cultural Anthropology	3
MLL 114: Chinese Language and Culture I	3
MLL 124: French Language and Culture I	3
MLL 154: Spanish Language and Culture I	3
MLL 184: Russian Language and Culture I	3
MLL 194: Korean Language and Culture I	3
GEOG 106: World Regional Geography	3
GEOG 300: Elements of Geography	3
GEOG 304: Human Geography	3
WGS 399: Global Women's Issues	3

Health and Well Being	4-6 hours
Psychological	
PSYCH 155: General Psychology	3
Physical (select one)	
FCS 203: Nutrition and Health	3
FCS 301: Nutrition	3
HHP 150: Lifetime Fitness Concepts	1
NURS 303: Introduction to Public Health	3

Human Heritage6 hours
(select one from two of the following three categories)	
History	
HIST 101: World History to 1500	3
HIST 102: World History from 1500	3
HIST 201: World History to 1865	3
HIST 202: World History from 1865	3

Literature	
ENGL 113: General Literature	3
ENGL 114: General Literature (Genre)	3
ENGL 116: General Literature (Theme)	3
ENGL 120: Literature and Film	3
ENGL 315: Mythology	3
ENGL 320: Literature and Film	3

Philosophy	
PHIL 103: Introduction to Philosophy	3
PHIL 105: Ethics	3
PHIL 112: Biomedical Ethics	3
PHIL 113: Business Ethics	3
PHIL 114: Environmental Ethics	3
PHIL 207: Critical Thinking	3
PHIL 208: Logic	3
PHIL 231: World Religions	3

NOTE: The information contained herein is intended to be used for the planning of a student's academic program and does not constitute a contract. While this guide was prepared with the latest information, courses, graduation requirements, and curricula are subject to change.

When a student attains 85 semester hours of credit (including current enrollment) the student must apply for a degree check in the Office of the Registrar (Degree Checking Section), Room 102 Russ Hall.

MINIMUM GENERAL REQUIREMENTS: The minimum requirements for graduation include 124 semester hours of which 60 hours must be from a four year university. In addition, 45 semester hours must be upper division and 30 hours in residence at PSU (including 24 of the last 30). Minimum GPA for non-education degree is 2.0 overall [2.0 in major], secondary education degree is 2.5 overall [2.75 in major], and early/late childhood/unified degree is 2.80 overall [3.0 in major]. A minimum GPA of 2.0 in any major and in residence coursework is required. General Education and all degree requirements are provided in the online catalog. Refer to individual departments for specific requirements.

SENIOR

CAPSTONE PORTFOLIO

	Total Points Permissible for Submission	Competency Area Target	Target's Minimum Points
Management Competencies	130	70% of AT 690 or AT 697	91
Technical Competencies	250	Pass 2 ASEs	90
Written Communication Competencies	115	Writing Competency	56
Professional Employability Competencies	120	1 Internship	50
Safety Competencies	50	3 SP/2 Certificates	30
Oral Communication Competencies	60	2 Presentations	30
Team Work Competencies	100	2 Team Work Experiences	30
Minimum Required Points	825		377

The BST & BAS program has implemented a Capstone Portfolio with the goal of enabling 4 year automotive management students to demonstrate competencies in 7 different areas: management, technical, written communications, professional employability, safety, oral communication, and team work. The rubric was first initiated during the Fall 2010 semester. The rubric has been introduced in the AT 399 Automotive Professional Development classes and the AT 100 Orientation to Automotive Technology classes so that all the juniors, sophomores, and freshmen can begin building their capstone portfolio.

Faculty advisors also share with their advisees the rubric requirements and students are held accountable to the portfolio requirements. Students who are unable to demonstrate the minimum competencies in the capstone portfolio will not graduate with a PSU Automotive BST or BAS degree. Those students will be required to switch majors, for example to a general studies degree.