

Learn to Work Program

Microsoft® IT Academy Program



1 SCREENING PROCESS



Public School

- Age: 17 to 20 years old
- 9th grade math and reading level
- Encourage to pursue a telecommunication career
- Willing to obtain the GED
- Willing to work after workforce training finish
- Time availability: 4 days a week (Afternoon-Morning)
- Willing to Pursue Higher Education



LatinTech

- Final taped Interview / Personality Factor Survey (100 Questions)
- <http://opo.opotech.com/survey/default.aspx>

2 TRAINING

WORKFORCE TRAINING
LATIN-TECH
4 DAYS / WEEK

- IT Cabling Panduit Network
 - Infrastructure (PNIE)
- Computer Repair A+ Certification
- General Equivalency Diploma G.E.D.

GED-LatinTech
Parents Support
4 Days/Week

- Youth Guidance and Counseling
- Case Management and Referrals
- Conflict Resolution and Parental Skills
 - Substance Abuse Referrals
- Adults Continuing Education
 - Parent Orientation

3 JOB PLACEMENT

LatinTech

- Referrals to IT College
- Referrals to SA + LSA preparation
- Mentoring and Tutoring
- Job Placement
- Portfolio Creation
- Entrepreneurial Opportunities