

Dear Accepted Student,

As part of the automotive technology program at VTC you are required to possess a set of tools sufficient to perform your lab responsibilities and your work duties during the internship experience.

Attached you will find a list of the tools that you are required to purchase before classes begin in the fall and spring semesters of your first year here at VTC. The list is divided into a semester one and semester two set to ease the financial burden on you when entering college. In addition there are a number of items that are recommended but not required of you to purchase. At the end of the list you will find a group of items listed as special suggestions. Again these items are not required but highly suggested to enhance your ability to perform the work required of you while at VTC and for years to come. Additionally you will find a black jacket listed at the end. These are Carhartt jackets that have the VTC logo embroidered on the front as well as your name. These jackets really set our auto tech students apart from others here at the college. We take orders for the jackets during the first semester and try to get them here before cold weather sets in. You may also supply your own black jacket, sweat shirt hoodie, and vest etc. if you wish.

Tool storage is another issue that raises a lot of questions from students. We require that you possess a roll cab or tool cart to hold all of your tools. The size specification is listed on the attached tool list. One issue I wanted to draw to your attention is that if you purchase this roll cab from Snap-on tools, you will not be allowed to purchase another one at the discounted price ever again. My suggestion is for you to purchase the roll cart instead or purchase your tool storage from another company.

Lastly, you must wear black jeans or work pants, and steel toe leather boots/shoes during all labs, or any time you are working in the lab facility. We will provide you with green VTC auto tech t-shirts to wear during the labs as well. The t-shirts, black pants, and leather steel toe foot wear are required to be worn during all labs and anytime you are working in the shop facility. Generally students will have three labs per week, therefore I suggest purchasing three pairs of pants and we will provide you with three shirts. Cleanliness is a must! Please feel free to contact me with any questions about the tools, storage, clothing or the program in general. Thank you for choosing VTC and I look forward to seeing you in the fall.

*Robert Palmer*

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