



### What is COOP Tech/ STEP?

- \* The **School of Cooperative Technical Education, or COOP Tech**, offers 17 different certification courses in a variety of careers from culinary arts to computer networking. The program has a half-day model where students can attend their DOE high school or GED program for half a day and attend Co-op Tech for the other half of the day.
- \* The **Skills Training for Employment Program, or STEP**, aims to empower young adults through academic and work-based learning aided by 21st century technology. All students, despite their individual challenges, gain the opportunity to learn in a nurturing and supportive environment to take their first “STEPS” to success. Students attend STEP for a half-day of academic and CTE instruction and off-site internships for the other half-day.

### Where are COOP Tech/ STEP sites located?

- \* **COOP Tech’s** main campus is located on 96th and 1st Avenue and has off-site location in Brooklyn, Staten Island and the Bronx.
  - o **Off Site Locations**
    - East Harlem Multi- Service Center, Manhattan
    - Truman High School, Bronx
    - Sea View Hospital, Staten Island
    - Habitat for Humanity, Brooklyn
- \* **STEP** is located at Canarsie HS in Brooklyn.

### What does COOP Tech/ STEP offer?

- \* **COOP Tech**
  - o Offers half-day career & technical training courses
  - o Provides 20 different course sequences
    - Health Careers
      - Early Childhood / Senior Care & Education (one year course)
      - Medical Billing & Coding (one semester course)
      - Vision Technology/Ophthalmic Dispensing (one year course)
    - Building Trades
      - Basic Carpentry (one semester course)
      - Building Maintenance (one semester course)
      - Carpentry-Green Construction/Advanced (one year course)

- Basic Electrical Installation Data Cabling/C-Tech (one semester course)
- Electrical Installation (one year course)
- Plumbing (one year course)
- Solar Energy Systems/Electrical (one semester course)
- Welding - gas & electric (one year course)
- Service Industries
  - Automotive Mechanics (one semester course)
  - Culinary Arts/Advanced (one year course)
  - Introduction to Food Preparation and Catering (one semester course)
  - Unisex Hairstyling /Salon Services (one year course)
- Information Technology
  - Basic Computer Maintenance and Repair/Strata (one semester course)
  - CISCO Networking (one year course)
  - Web Page Design & Social Media (one semester course)
- One-semester instructional sequences available AM, PM, and evenings
- Students can take GED prep courses on-site

#### \* STEP

- HS instruction and RCT preparation
- Work-readiness skills development, technical training, and paid internships
- Individualized student plans and support to meet needs of IEP
- Students attend STEP for half-day academics/CTE instruction and half day off-site internships.

### Who can attend?

#### \* COOP Tech

- Students must be working towards a diploma or GED in another DOE school or program while attending COOP Tech half-day. There are instances where post-grads are served as well.
- For COOP Tech, the student's home school provides academics courses and special education services.

#### \* STEP

- Students 18 years or older with an IEP diploma or an IEP less than 3 credits away from a local/regents diploma

### How do you apply/enroll in COOP Tech/ STEP?

#### \* COOP Tech:

- Students should apply in person. To set up an appointment, call (212) 369-8800.
- Students may mail applications: Go to [www.co-optech.org](http://www.co-optech.org).



- To enroll, DOE high school, GED, and post-graduate students between 18 and 21 years old may speak with a guidance counselor at their school, staff at a Referral Center, or staff at Coop Tech.
- \* **STEP:** To enroll, students may speak with a guidance counselor at their school, staff at a Referral Center, or staff at COOP Tech.

**Where can I get more information?**

- \* For more information, visit the [Co-Op Tech Website](#) and review the [Co-Op Tech Brochure](#).