



CATALOG ADDENDUM TO
Allentown Campus
 2023-2024
 Official School Catalog
Volume XXIX

EFFECTIVE JANUARY 2, 2023

REVISE the following policy on page 23:

Tuition, Equipment, Fees/Cancellation & Refund Policy

All tools and materials for the programs must be purchased by the student. Special tools to be used in the program are supplied by the school on a loan basis. To be employable in industry, a graduate must be equipped with his own basic set of hand tools.

If the student does not already have his own tools, they can be purchased from the school or purchased from any outside source of the student’s choice. The school cannot assume responsibility for the student’s property on or off the school premises.

EFFECTIVE JULY 1, 2023

REVISE the following definition on page 34:

Grading

Percentage	Letter Grade	Interpretation	Point Value
Withdrawal	WA	Received by students who withdraw from a course before the end of the add/drop period.	N/A

EFFECTIVE JULY 14, 2023

REVISE #6 in the following policy on page 20:

Important Disclosure Regarding Practical Nursing Program

- For all students starting classes on or after October 1, 2021, students must provide proof of Covid-19 vaccination. This is defined as a completed series of vaccinations which could be one dose of Johnson & Johnson and two doses of Pfizer or Moderna. In addition, students may need to receive all boosters if the clinical site requires it. Evidence of one bivalent dose (vaccination card reflects a date of August 2022 or later) is also acceptable.

EFFECTIVE AUGUST 15, 2023

REVISE the first and third bullets in the following policy on page 32:

Attendance

- Regardless of the percentage of a course or courses missed, students, full time or part time, will be considered to have withdrawn from school on the fourteenth consecutive calendar day of absence while school is in session (with the exception of published holidays and breaks).
- Students participating in an Externship will also be considered to be withdrawn from school on fourteenth consecutive calendar day of absence (with the exception of published holidays and breaks). Students are required to complete all the required hours of the training in order to be eligible for graduation. If students are absent from regularly scheduled hours, these hours must be made up in order to be eligible for graduation.

REVISE the following policy on page 38:

Withdrawals and Incomplete Grades – Practical Nursing

WITHDRAWAL - PRACTICAL NURSING

Students who exceed the attendance policy may forfeit the opportunity to attend the following semester. Students who are withdrawn for attendance may seek readmission through the program director's office. Students who miss the six (6) consecutive class days will be automatically withdrawn.

EFFECTIVE SEPTEMBER 7, 2023

REVISE the third paragraph of the program objective in the following program on page 10:

Medical Assistant

MAPX100 – DIPLOMA PROGRAM

Graduates of this program may find entry-level positions as a Medical Assistant. It also provides the diversity of other settings such as doctors' offices, hospitals, urgent care, outpatient care centers, and other medical facilities.

EFFECTIVE OCTOBER 10, 2023

REVISE the prerequisites for the course listed below in the following program on pages 8 and 12:

Computer Systems Support Technician

CSSX100 – DIPLOMA PROGRAM

CSS160 Remote Customer Service

Prerequisites: CSS110, CSS130

EFFECTIVE OCTOBER 31, 2023

REVISE the program objective in the following program on page 11:

Practical Nursing

LPN130D – DIPLOMA PROGRAM

The Practical Nursing Program is designed for the adult learner who wishes to pursue a career in nursing. The program graduates are eligible to sit for the National Council Licensure Examination (NCLEX-PN). If a graduate of the program obtains licensure there will be a variety of employment opportunities including, but not limited to, physician offices, clinics, nursing homes, home care and rehabilitation centers.

Nursing is a caring profession that assists individuals, families, groups, and communities in the promotion of optimal health. Nursing is a dynamic profession that works with other members of the healthcare team to promote wellness and assist in preventing illness, restoring health, and facilitating coping. The aim of nursing is to provide individualized, holistic, and culturally competent care to the diverse communities they serve.

Practical Nurses function as a contributing member of the health care team by providing nursing care under the direction of a registered nurse or licensed physician. The Practical Nursing scope of practice includes contributing to data collection, nursing diagnosis, planning, implementation, and evaluation of the plan of care utilizing critical thinking and sound clinical judgement.

Duties may include assignment of specific tasks and reinforcing teaching of basic nursing skills and principles. Practical nurses provide safe, quality care within the legal and ethical framework of the nursing profession.

EFFECTIVE NOVEMBER 6, 2023

ADD the following policy to GENERAL STUDENT INFORMATION section on page 29:

Learning Resource Center

At Lincoln, we are dedicated to providing students with learning resources that enhance their educational journey and career readiness. Our learning resource system includes a wealth of online tools and facilities. Central to this system is our Learning Resource Center (“LRC”) that offers students access to a vast collection of online databases covering hundreds of subjects that are available 24/7. These databases house a variety of digital materials, including eBooks, scholarly journals, market reports, dissertations, working papers, streaming videos, and electronic journals. Both our online and campus-based LRC offer a focused setting to enhance the overall learning experience.

ADD the following policy to the ACADEMIC INFORMATION section on page 38:

Independent Study

In certain circumstances a student is unable to take a course at its scheduled time or a student might need a course to graduate that is not scheduled in the time remaining in his or her program. When this situation occurs, the school may authorize the student to take the course through independent study. In order to take a course through independent study, an approved plan must be signed by the applicable staff members at the school.

If the school grants the student permission to take the course through independent study, the student must agree in writing to the study plan including the syllabus that outlines the learning objectives, texts, course requirements, evaluation criteria, meeting dates, and examination dates for the course.

A student must meet the following conditions to take a course through independent study:

1. Successfully completed at least 50% of the credit hours required in the program;
2. Have an overall cumulative grade point average (CGPA) of at least 2.0;
3. Making satisfactory academic progress (SAP).

No more than 10% of a program offering is permitted to be delivered via independent study. Further, there may be some courses that do not lend themselves to independent studies. The school reserves the right to deny any student the ability to take a course through independent study.

ADD the following policy to the ADMISSIONS section on page 20:

Admission Procedures

Persons desiring to make application for admission should contact the School directly, or speak with an Admissions Representative. Applicants must:

1. Be interviewed by an Admissions Representative or other member of the School staff.
2. Complete an Enrollment Agreement (Student Contract).
3. Submit information which may be required to determine individual qualifications by program such as, but not limited to, proof of high school diploma or equivalent.
4. Complete any required entrance examination or learner assessment, if applicable.

REVISE the last bullet in the following policy on page 20:

Criteria for Admission

- Provide a fully executed Enrollment Agreement.

ADD as the last paragraph to the following policy on page 37:

Withdrawals and Incomplete Grades

Should this effect the students expected graduation date, students are notified via the web-based student portal (**Lincoln's Student Portal**).

REVISE the following policy on page 29:

Official Student Communication

Replace (**MyCampusLinc**) with (**Lincoln's Student Portal**)

ADD the following policy to the GENERAL STUDENT INFORMATION section on page 29:

Emergency Preparedness

Emergency preparedness information can be obtained in the following link:
https://www.lincolntech.edu/download/consumer/HS_ERP.pdf

EFFECTIVE NOVEMBER 13, 2023

REVISE the following address on page 28:

Student Complaint / Grievance Procedure

**PENNSYLVANIA DEPARTMENT OF EDUCATION
STATE BOARD OF PRIVATE LICENSED SCHOOLS
607 SOUTH DRIVE, FLOOR 3E
HARRISBURG, PA 17120
(717) 783-8228**

EFFECTIVE NOVEMBER 20, 2023

REVISE the following policy on page 32:

Attendance

The technical nature of the training and graduate employability goals of the programs offered requires that students attend classes on a regular basis. Consequently, the following attendance policy will be enforced:

- Regardless of the percentage of a course or courses missed, students, full time or part time, will be considered to have withdrawn from school on the fourteenth consecutive calendar day of absence while school is in session (with the exception of published holidays and breaks).

For the Practical Nursing Program, an excess of 10% absenteeism will result in failing grade. See Practical Nursing Attendance Policy.

- Students participating in an Externship will also be considered to be withdrawn from school on fourteenth consecutive calendar day of absence (with the exception of published holidays and breaks). Students are required to complete all the required hours of the training in order to be eligible for graduation. If students are absent from regularly scheduled hours, these hours must be made up in order to be eligible for graduation.

Approved field trips and employment interviews are considered part of training. So those activities, in addition, to absences due to new students starting late (established per school policy) are not counted as absences for attendance purposes.

Students receiving funds from any state or federal agency may be subject to the additional attendance requirements of that specific agency.

A Pending Course Schedule (PCS) student status is a temporary period of non-attendance not to exceed a maximum of 60 calendar days. The status is intended to support student progression and is applied when a student has a course that is not available due to, but not limited to, interruption in their enrollment because of a course failure, a shift change, a leave of absence, or failure to meet graduation requirement. The PCS status is not included in the 150% maximum timeframe calculation.

REVISE the following policy on page 33:

Make-Up

For all programs with the exception of Practical nursing, upon return to school following an absence, students are required to turn in any work that was due while they were absent in order to receive up to the original 100% credit. A reduction in credit for make-up work will be applied to all late submissions based on the following criteria:

- Up to 90% credit for all work turned in up to one week late from the date of your return.
- Up to 80% credit for all work turned in up to two weeks late from the date of your return.
- Any work turned in after two weeks late will receive a grade of 0%.

Availability for make-up on high stakes assessments (e. g. mid-terms and final exams) may be limited, and the date and time of make up on high stakes assessments must be agreed upon by faculty. Regardless of the timeframes referenced above, all work must be completed in a timely manner in order to process final grades, grade appeals and/or to resolve incomplete grades.

Any exceptions due to extenuating circumstances are managed at the discretion of the Director of Education and/or the Campus President. Documentation may be required to justify extenuating circumstances. There is no fee for the review or processing of approved make-up work.

For Practical Nursing students, make-up time for class / lab / clinical / may be scheduled on a limited basis with an approved documented absence on record. Make-up time must be completed on the dates and in the timeframes determined by the Director of Nursing. See the Director of Nursing for campus limitations.

In the case of school closure due to inclement weather or other natural disaster, make-up sessions will be scheduled to present and/or review material not incorporated into the remaining scheduled days. The campus will attempt to schedule make-up classes at times that fit within the students' schedule.

REVISE the first sentence under INCOMPLETE in the following policy on page 37:

Withdrawals and Incomplete Grades

INCOMPLETE

An "I"ncomplete is given to students who do not complete a test or required course work.

EFFECTIVE JANUARY 2, 2024

REVISE #2 in the following policy on page 24:

Tuition, Equipment, Fees/Cancellation & Refund Policy

CANCELLATION AND REFUND POLICY

2. CANCELLATION AFTER FIVE (5) DAY PERIOD OR STARTING CLASSES:

- After the STUDENT starts SCHOOL, the SCHOOL will refund tuition according to the following schedule.

REVISE the second paragraph in the following policy on page 20:

Introductory Period of Enrollment

Students who choose not to continue their enrollment at Lincoln Technical Institute during the introductory period, will be charged for all books, uniforms, tools, and equipment not returned in new condition to the school.

REVISE the following policy in the FINANCIAL AID section on page 23:

LINCOLN BRIDGING THE GAP GRANT

The Lincoln Bridging the Gap Grant is a need-based institutional grant awarded to eligible full-time students who have remaining unmet calculated financial need. Eligibility for this program is determined based on the following criteria:

- Confirmed enrollment in an approved program of study
- Completed FAFSA for the applicable award year with an official Student Aid Index (SAI)
- Acceptance of all available student aid from federal, state, and other sources.
- Remaining financial need for direct costs (tuition, fees, and housing, if applicable) greater than \$500 after all other sources of student aid have been exhausted, including Federal Direct Loans and Federal PLUS Loans.

The Lincoln Bridging the Gap Grant amount will vary depending on each applicant's calculated financial need. The grant is awarded in up to two disbursements per academic year. Should funding cease, the scholarship will no longer be offered, but those students already awarded will continue to receive the grant until completion of their program.

ADD the following policy to the FINANCIAL AID section on page 23:

RELOCATION ASSISTANCE GRANT

The Relocation Assistance Grant (previously called Pride Grant) is an institutional grant available to students who are relocating 50 miles or more to attend a Lincoln Tech Campus to assist with expenses related to Lincoln Tech-owned housing, either on- or off-campus. Each eligible student may apply for one grant with an award of up to \$1,000. The grant will be prorated over the entire length of his/her program. Eligibility for this program is determined based on the following criteria:

- Confirmed enrollment in an approved program of study.
- Completed FAFSA for the applicable award year with an official Student Aid Index (SAI).
- Must be relocating 50 miles or more to attend a Lincoln Tech campus

Should funding cease, the grant will no longer be offered, but those students already awarded will continue to receive the grant until completion of or withdrawal from their program.

REVISE the fifth bullet in the FINANCIAL AID section on page 23:

FRIENDS AND FAMILY EDUCATION GRANT

- Must start training program by December 31, 2024

EFFECTIVE JANUARY 17, 2024

ADD the sentence below to the second paragraph of the following policy on page 28:

Student Complaint / Grievance Procedure

All formal complaints must be addressed to the Campus President in writing.

EFFECTIVE FEBRUARY 15, 2024

REVISE #1b of the following policy on page 23:

Cancellation and Refund Policy

- b. If the STUDENT wishes to cancel within five (5) business days of the contract signing, even if instruction has begun.

REMOVE the following paragraph on page 24:

To obtain a refund of unearned tuition, STUDENTS are not required to notify the school in writing, but are requested to complete a Student Withdrawal Request, available from the SCHOOL office.

The Student Withdrawal Request form no longer applies.



Add to the following policy on page 25:

Scholarships

High School Scholarship Program

General Information

The High School Annual Scholarship Award Program is for High School Seniors graduating in 2024 who start school by December 31, 2024. The student must be in good standing with their high school at graduation and must earn a high school diploma in order to take advantage of any award money. A preliminary scholarship competition is conducted in the form of aptitude testing. On the basis of test results, semi-finalists are selected and invited to submit a portfolio. The top six semi-finalists with portfolios will be recognized. Semi-Finalists will return for an interview conducted by the scholarship committee comprised of volunteers representing business, industry, education and/or government not affiliated with LTI. This committee will evaluate each candidate on the basis of preliminary test results, professionalism, enthusiasm, personal conduct, and oral expression.

LTI will award applicants a \$500 scholarship to selected 2024 high school seniors who score between a 39-46 on the scholarship aptitude test. A \$1,000 scholarship will be awarded to selected 2024 high school seniors who score between a 47-55 on the scholarship aptitude test. Students can only receive one scholarship through this program. Students will not be able to combine scholarships awarded in the testing portion, semi-finalist, and finalist portion. The testing deadline for the \$500-\$1000 scholarship is December 31, 2024.

The six finalists will be interviewed by the scholarship committee and each finalist will be awarded only one of the following based on his/her performance: a \$10,000 scholarship (1 available); \$7,500 scholarship (2 available); \$3,500 scholarship (1 available); \$2,500 scholarship (2 available). Scholarships will be awarded by June 30, 2024.

Portfolio Guidelines

The student must prepare a one-page essay of no less than 300 words on why they wish to attend Technical Institute. In addition, they will need to submit three (3) letters of recommendation which highlight their character, work ethic, and passion for the industry. These letters may be from a teacher, counselor, employer, community leader, or professional friend. Family members may not be used as a reference. The portfolios will be judged on professionalism, presentation, and content by an independent individual. Portfolio submission deadline is May 17, 2024. No late portfolios will be considered.

Finalist Award Breakdown

Total Awards	Number Awarded
\$10,000	1
\$7,500	2
\$3,500	1
\$2,500	2

FINALIST SCHOLARSHIP AWARD AMOUNTS

- 1- \$10,000 SCHOLARSHIP
- 2- \$7,500 SCHOLARSHIPS
- 1- \$3,500 SCHOLARSHIPS
- 2- \$2,500 SCHOLARSHIPS
- \$500 – IF APTITUDE SCORE IS 39-46
- \$1,000 – IF APTITUDE SCORE IS 47-55

Students can only receive one scholarship through this program, students will not be able to combine scholarships awarded in the testing portion, semi-finalist, and finalist portion.

Students first score will be score of record of the aptitude test unless an incomplete test has been logged in the system. The second chance would only be warranted for a system outage or internet failure.

Students can receive any combined Lincoln Scholarships / Grant not to exceed \$3,000.

- If a student receives any single Lincoln scholarship / Grant exceeding \$3,000, that will be the only scholarship awarded, no other Lincoln Scholarship / Grant can be combined.
- Gap Grants, Pride Grants and Academic Leadership Scholarships are excluded from the \$3,000 cap.

All scholarships must be applied for within 30 days of the start (with the exception of the Leadership Scholarships).

EFFECTIVE FOR START DATES BETWEEN OCTOBER 1, 2023 THROUGH OCTOBER 1, 2024

Add to the following policy on page 25:

Scholarships

Academic & Leadership Award Scholarship

Background:

Lincoln Technical Institute (Group of Schools) is honored to offer the Academic & Leadership Award to qualified applicants. This \$2,500 award will go to thirty (30) current students annually throughout Lincoln Educational Services group of schools who exhibit leadership qualities, both in their personal lives and in their school career.

Eligibility Requirements:

In order to apply for the Award, an eligible student must:

- Currently attend a Lincoln Tech (Group of Schools) program for a minimum of 30 days
- Complete the application
- Complete the essay
- Minimum GPA of 3.0
- Title IV students must complete the Free Application for Federal Student Aid (FAFSA)

The student who earns this award must maintain satisfactory academic progress. Only students that meet the qualifications listed above can apply for this award.

Award:

Thirty (30) awards will be available annually (15 awards in February & 15 awards in August), to eligible students who apply, each in the amount of \$2,500. The award will be prorated over the entire length of his/her program and is specifically intended to cover expenses related to tuition costs. The Lincoln Award Committee will review all applications and select a finalist.

	<u>Submission OPENS</u>	<u>Submissions CLOSES</u>	<u>Winner Announced</u>
1.	October 1, 2023	November 15, 2023	February 1, 2024
2.	April 1, 2024	May 15, 2024	August 1, 2024

Contact Requirements:

The student portal provides a link, only during submission dates, that will allow students to complete the application/essay portion online. If a student chose to include recommendations, they must be completed and ready to upload at the time of submission. **The system will only allow one submission per student number.**

Note: Due to Veteran Affairs (VA) regulations, if the selected scholarship winner is also receiving VA educational benefits, we are obligated to inform the VA of this award. In some cases, fully funded VA beneficiaries may not receive any direct benefit from this award.

EFFECTIVE FOR ENROLLMENTS BETWEEN JANUARY 1, 2024 THROUGH DECEMBER 31, 2024

Add to the following policy on page 25:

Scholarships

First Responder Scholarship Program

Purpose:

The Lincoln First Responder Scholarship is designed to provide financial assistance to Emergency Responders and immediate family members who meet the criteria established below and want to enroll in a qualifying program of study at one of the Lincoln Group of Schools* for enrollments between January 1, 2024 through December 31, 2024. By offering the Lincoln First Responder Scholarship to future students who are interested in vocational career training, Lincoln continues to show its commitment to helping students reach their goals as it has done since opening its first school in 1946.

Eligibility Requirements:

In order to apply for the Lincoln First Responder Scholarship, an eligible student must:

- Complete the application process to enroll;
- Provide proof of service documentation;
- Complete the Free Application for Federal Student Aid (FAFSA);
- Enroll in the program of your choice by December 31, 2024; and
- Submit your Lincoln First Responder Scholarship application to the financial aid staff.

Scholarship recipients must attend the Lincoln Financial Literacy presentation within six weeks of enrollment. Only students that meet the qualifications listed above, and the admissions requirements in order to be considered an enrolled student, and who have demonstrated a financial need, can be awarded this scholarship.

Scholarship Award:

Each eligible student may apply for one First Responder scholarship with an award of \$1,000. The scholarship will be prorated over the entire length of his/her program. A Lincoln designee will make the final decision regarding the award. The total scholarship amount will be calculated and awarded in installments at the completion of each term/semester subject to the student maintaining good academic standings.

Any student can apply for the scholarship. Applications can be submitted any time prior to enrollment periods established by the school of your choice. Winners of the scholarship will be notified in writing by school administration. The notification will include the amount being awarded and start date for the program.

Additional Scholarship Information:

In order to be eligible for the scholarship, a student must enroll between January 1, 2024 and December 31, 2024. Applications must be submitted on or before December 31, 2024. The scholarship will not be awarded to any student who defers their enrollment past the requisite time period. The amount and number of scholarships offered by each campus can vary based on the number of applications. This award is a scholarship and does not require any form of repayment to any of the Lincoln Group of Schools*.

This Scholarship program can be suspended at any time. There would be no adverse impact on those students who were awarded the scholarship in the event that the Scholarship program was suspended.

Students can receive any combined Lincoln Scholarships / Grant not to exceed \$3,000.

- If a student receives any single Lincoln scholarship / Grant exceeding \$3,000, that will be the only scholarship awarded, no other Lincoln Scholarship / Grant can be combined.
- Gap Grants, Pride Grants and Academic Leadership Scholarships are excluded from the \$3,000 cap.

*The Lincoln Group of Schools includes those schools under the names of Lincoln Technical Institute, Lincoln College of Technology, and Euphoria Institute of Beauty Arts and Sciences. All scholarships must be applied for within 15 days of the start (with the exception of the Leadership Scholarships).

EFFECTIVE FOR ENROLLMENTS BETWEEN JANUARY 1, 2024 THROUGH DECEMBER 31, 2024

Add to the following policy on page 25:

Scholarships

American Hero and Single Parent Scholarship Programs

Purpose:

Lincoln Scholarship Programs are designed to provide financial assistance to students who meet the criteria established below and want to enroll in one of the Lincoln Group of Schools* for enrollments between January 1, 2024 through December 31, 2024. By offering the *American Hero* and *Single Parent* Scholarships to future students who are interested in vocational career training, Lincoln continues to show its commitment to helping students reach their goals as it has done since opening its first school in 1946.

Eligibility Requirements:**

In order to apply for a Lincoln Scholarship, an eligible student must:

- Complete the application process to enroll;
- Complete the Free Application for Federal Student Aid (FAFSA);
- Enroll in the program of your choice by December 31, 2024; and
- Submit your Lincoln Scholarship application to the financial aid staff.

American Hero Scholarship applicants must submit proof of military service.

Those students awarded a scholarship must maintain satisfactory academic progress and also must attend the Lincoln Financial Literacy presentation within six weeks of enrollment. Only students that meet the qualifications listed above, and the admissions requirements in order to be considered an enrolled student, and who have demonstrated a financial need, can be awarded this scholarship.

Scholarship Award:

Each eligible student may apply for one scholarship with an award of \$1,000**. The scholarship will be prorated over the entire length of his/her program. A Lincoln designee will make the final decision regarding the award.

Applications can be submitted any time prior to enrollment periods established by the school of your choice. Winners of the scholarship will be notified in writing by school administration. The notification will include the amount being awarded and start date for the program.

Additional Scholarship Information:

In order to be eligible for the scholarship, a student must enroll between January 1, 2024 and December 31, 2024. Applications must be submitted on or before December 31, 2024. The scholarship will not be awarded to any student who defers their enrollment past the requisite time period. The amount and number of scholarships offered by each campus can vary based on the number of applications. This award is a scholarship and does not require any form of repayment to any of the Lincoln Group of Schools*.

These Scholarship programs can be suspended at any time. There would be no adverse impact on those students who were awarded a scholarship in the event that the Scholarship program was suspended.

Students can receive any combined Lincoln Scholarships / Grant not to exceed \$3,000.

- If a student receives any single Lincoln scholarship / Grant exceeding \$3,000, that will be the only scholarship awarded, no other Lincoln Scholarship / Grant can be combined.
- Gap Grants, Pride Grants and Academic Leadership Scholarships are excluded from the \$3,000 cap.

*The Lincoln Group of Schools includes those schools under the names of Lincoln Technical Institute, Lincoln College of Technology, and Euphoria Institute of Beauty Arts and Sciences.

**Recipients of the American Hero Scholarship may have their award applied to books and fees, if tuition is fully covered by other sources.

All scholarships must be applied for within 15 days of the start (with the exception of the Leadership Scholarships).

Lincoln Technical Institute
2024 Student Holiday & Vacation Calendar

*I am pleased to announce the holidays for the year 2024 as follows for current programs. (*additional schedule added for select program starts)*

<u>Holiday Observed</u>	<u>Date Holiday Observed</u>
New Year's Day	Monday, January 1 st
Martin Luther King Jr. Day	Monday, January 16 th
President's Day	Monday, February 19 th
Memorial Day	Monday, May 27 th
Juneteenth	Wednesday, June 19 th
Independence Day	Thursday, July 4 th
Student Break*	Monday, July 29 th - Thursday, August 1 st (CSST/EEST/MA Programs Only)
Labor Day	Monday, September 2 nd
Thanksgiving Day	Thursday, November 28 th
Day after Thanksgiving	Friday, November 29 th
Winter Break*	Tuesday, December 24 – Wednesday, January 1 (return to class on Thursday, January 2, 2025)
(PN Program Only)	
Winter Break*	Monday, December 23 – Thursday, January 2 (return to class on Monday, January 6, 2025) (CSST/MA/EEST Programs Only)

Angela Reppert
Campus President

LINCOLN TECHNICAL INSTITUTE
5151 Tilghman Street
Allentown, PA 18104
Catalog Addendum to Campus Information

EFFECTIVE JANUARY 1, 2024

Administration:

Angela Reppert, CAMPUS PRESIDENT
Hollie Estes, DIRECTOR OF EDUCATION
Michelle Davis, RN, MSN, DIRECTOR OF NURSING
Cori Gombocz, RN, NURSING CLINICAL MANAGER
Natalie Bachert, EDUCATION SUPERVISOR/EXTERNSHIP COORDINATOR
Diane Fey, EDUCATION SUPERVISOR
Charmain Brody, DIRECTOR OF CAREER SERVICES
Paula Little, DIRECTOR OF ADMISSIONS
Rebecca Drayton, DIRECTOR OF ADMINISTRATIVE SERVICES
Erica Brandi, FINANCIAL AID MANAGER

Faculty:

Vicky Brealey, CHIEF ALLIED HEALTH INSTRUCTOR
Frank Herb, CHIEF ELECTRICAL & ELECTRONIC SYSTEMS TECHNOLOGY INSTRUCTOR
Lindsay Wischner, CHIEF PRACTICAL NURSING INSTRUCTOR

Kerry Aldana
Patricia Amedzekor
Justin Bolen
Danelle Davis
Sheila Davis
Kelly Farrell
Molly Hunter
Kenrick King
Rhonda Kress
Bruce Lantz
Becky Laubach
Jill Lobach
Holly Masters
Patricia McClue
Madonna McCrystal
Simone McDonald-Hunt
Christina Michalik
Kathy Moskowitz
Gary Mullen
Adebola Onanuga
Christina Podrost-Doll
Thomas Reasinger
Alyxandra Sapienza
Pamela Showalter
Debra Sweeney
Carol Trumbauer
Marybeth Vallette

LINCOLN TECHNICAL INSTITUTE
5151 Tilghman Street
Allentown, PA 18104

School Calendar Addendum
2024 Start/Graduation Dates

Computer Systems Support Technician (Diploma)

Start Dates	Graduation Dates	Shift
February 6, 2024	November 13, 2024	Afternoon
April 15, 2024	February 5, 2025	Night
August 5, 2024	May 21, 2025	Day
October 14, 2024	July 30, 2025	Afternoon

Electrical and Electronic Systems Technology (Diploma)

Start Dates	Graduation Dates	Shift
January 2, 2024	November 13, 2024	Night
February 6, 2024	December 19, 2024	Day
March 12, 2024	February 6, 2025	Afternoon
April 15, 2024	March 13, 2025	Night
May 20, 2024	April 16, 2025	Day
August 5, 2024	June 26, 2025	Afternoon
September 9, 2024	July 30, 2025	Day
November 18, 2024	October 8, 2025	Night

Medical Assistant (Diploma)

Start Dates	Graduation Dates	Shift
January 2, 2024	September 5, 2024	Afternoon
February 6, 2024	October 9, 2024	Day
March 12, 2024	November 13, 2024	Night
April 15, 2024	December 19, 2024	Day
May 20, 2024	February 6, 2025	Afternoon
June 24, 2024	March 13, 2025	Night
August 5, 2024	April 16, 2025	Afternoon
September 9, 2024	May 21, 2025	Day & Night
October 14, 2024	June 26, 2025	Night
November 18, 2024	July 30, 2025	Day

Practical Nursing (Diploma)

Start Dates	Graduation Dates	Shift
March 29, 2024	March 28, 2025	Day
April 23, 2024	April 19, 2026	Night
June 27, 2024	June 26, 2025	Day
September 25, 2024	September 24, 2025	Day
October 22, 2024	October 18, 2026	Night
December 23, 2024	December 19, 2025	Day



5151 Tilghman Street
 Allentown, PA 18104
 (610) 398-5300

A Branch Campus of Lincoln Technical Institute
 200 John Downey Drive, New Britain, CT 06051
 860-225-8641

**Schedule of Fees Catalog Addendum
 For all Enrollments on or after January 2, 2024**

Medical Assistant - MAPX100		
<i>880 Hour Program</i>		
Tuition	\$	20,636.00
Books	\$	613.00
Uniforms	\$	119.00
Student Fee	\$	880.00
Technology Fee	\$	150.00
Estimated Cost of Tools/Tax	\$	868.00
Total	\$	23,266.00

Practical Nursing - LPN130D		
<i>1500 Hour Program</i>		
Tuition	\$	31,425.00
Books	\$	1,127.00
Uniforms	\$	119.00
Student Fee	\$	1,769.00
Technology Fee	\$	150.00
Estimated Cost of Tools/Tax	\$	975.00
Total	\$	35,565.00

Computer & Network Support Technician - CNST107A		
<i>1575 Hour Program</i>		
Tuition	\$	31,073.00
Books	\$	3,375.00
Uniforms	\$	71.00
Student Fee	\$	488.00
Technology Fee	\$	150.00
Estimated Cost of Tools/Tax	\$	988.00
Total	\$	36,145.00

Computer Systems Support Technician - CSSX100		
<i>990 Hour Program</i>		
Tuition	\$	23,314.00
Books	\$	1,680.00
Uniforms	\$	71.00
Student Fee	\$	811.00
Technology Fee	\$	150.00
Estimated Cost of Tools/Tax	\$	961.00
Total	\$	26,987.00

Electrical and Electronic Systems Technology - ESTX100		
<i>1080 Hour Program</i>		
Tuition	\$	27,711.00
Books	\$	570.00
Uniforms	\$	80.00
Student Fee	\$	810.00
Technology Fee	\$	150.00
Estimated Cost of Tools/Tax	\$	1,633.00
Total	\$	30,954.00

Transcript Request Fee: \$10.00

Student Fees are charged for consumable supplies as used in the program and cover the Administrative Processing fee for student injuries as well as costs of handling I.D. Cards, Parking Permits, Student Handbook, and Industry Testing where applicable. The Technology fee covers computer & network services.