

COCONINO COMMUNITY COLLEGE

COURSE OUTLINE

Prepared by: Dr. Pattie Odgers
Revised by: Joe Costion

Date: May 8, 1992
Spring 2004

A. Identification:

1. Subject Area: CONSTRUCTION TECHNOLOGY MANAGEMENT (CTM)
2. Course Number: CTM 270
3. Course Title: CONTRACTOR'S LICENSE
4. Credit Hrs: 3
5. Catalog Description:
Overview of construction business practices and government requirements designed to help the student prepare for obtaining a contractor's license. Three lecture. May be taken for S/U credit.

B. Course Goals:

Upon completion of the course, the student will be able to; demonstrate knowledge of safety and applicable OSHA rules by passing a written examination with a score of not less than 80%; state the fundamentals of lien laws applicable in Arizona in writing to the satisfaction of the instructor; define, by matching definitions to terms, at least 80% of the real estate, banking, and contracting glossary presented in this course.

C. Course Outcomes:

To become a licensed contractor. At the end of the course student should be able to take the state examination and:

1. Complete all actual forms needed for the state examination.
2. Perform all basic contractor's accounting math to the instructor's approval in a mock license examination.
3. Identify applicable employment regulations, workman's compensation programs and other state and federal laws and regulations in a mock license examination.
4. State twelve of thirteen fundamentals of sound business management in a mock license examination.
5. Describe, in writing, the applicability of lease law in Arizona in an examination graded by the instructor.

D. Course Content:

Will include:

1. Definitions, terminology
2. Employment regulations
3. OSHA & safety regulations
4. Lien law and stop notices
5. Lease law, State examination forms
6. Contractor's insurance
7. Business management
8. Uniform building code
9. Taxes
10. Accounting math
11. State housing rules & regulations