



I-CAR® PDP-EE: KICK-START GUIDE

The I-CAR® Professional Development Program™ - Education Edition (PDP-EE) curriculum provides the **very latest in training** for you and your students. Upon successful completion of the program, your graduates will earn certificates documenting the industry-recognized **I-CAR Platinum™ designation!**

PDP-EE SET-UP AND ANNUAL LICENSING

- Begin the set-up process by contacting the I-CAR Career & Technical School Hot-line: 888.422.7211 or email Schools@I-CAR.com
- Purchase the PDP-EE Curriculum Package for \$1,100, annually.
- I-CAR® Educator Support will contact you within 24-48 hours to begin the on-boarding process.
- After completing the set-up process, the full curriculum can be accessed through the PDP-EE Instructor Support Website (ISW).
- Complete the Educator Role ProLevel 1 training requirements while you begin to teach the PDP-EE to your students.

STUDENT “STARTS”: *myI-CAR*® STUDENT REGISTRATION

- Inform each of your students to go through new user registration for a *myI-CAR* account at www.i-car.com. At this time, only your students that are brand new, first-year students pay a one-time fee of \$50.
- Fax a completed “Student Starts Order Form and Invoice” to 888.590.5086.
- I-CAR Educator Support enrolls your students in the required PDP-EE courses upon receipt of the form.
- Within the 5 business days following completion of processing the enrollment and payment form, students will have access to the online courses as well as live course support materials like objective worksheets, handouts and textbooks.

TEACHING THE PDP-EE CURRICULUM

- Teach all PDP-EE course materials required during your one or two year program (found on the PDP-EE ISW).
- Students can locate all course materials in their individual *myI-CAR* accounts.

STUDENT “GRADS”: REGISTERING STUDENTS FOR END OF PROGRAM EXAMS

- Students are required to complete all online courses before access is allowed to the End of Program Exams.
- Instruct students to change their role in their *myI-CAR* account from “Student” to “Refinish Technician” and “Non-Structural Technician” roles.
- Complete the “End of Program Exam Order Form and Invoice” and fax to 888.590.5086.
- Student “Grad” fee for End of Program Exams: \$100/student includes both Non-Structural and Refinish ProLevel 1 exams.
- Students have access to the “End of Program Exams” within 5 business days after form and invoice are processed.
- The exam may be proctored. Be sure to follow your local and state requirements.
- Exam results are available to students immediately. Within seven days of completing exams, passing students are mailed their I-CAR Platinum certificates.

For more information contact the I-CAR Career & Technical School Hotline at [888.422.7211](tel:888.422.7211) or email Schools@I-CAR.com

I-CAR® PDP-EE Curriculum: Base Package

All classes listed below are included in the Base Package and must be taught for students to register for the End of Program Exam.

REQUIRED CLASSES:

INTRO TO COLLISION REPAIR SERIES – 14 Modules *(Classes offered online only)*

- Intro to Collision Repair Process Overview (IRP00e)
- Intro to Industry Repair Terms (IRT00e)
- Intro to Mechanical Repair Terms and Vehicle Protection (IMV00e)
- Intro to Mechanical Systems Terminology – Part 1 (IMT01e)
- Intro to Mechanical Systems Terminology – Part 2 (IMT02e)
- Intro to Personal Safety (IPS00e)
- Intro to Refinishing and Corrosion Protection – Part 1 (IRC01e)
- Intro to Refinishing and Corrosion Protection – Part 2 (IRC02e)
- Intro to Safety Systems (ISS00e)
- Intro to Tools, Equipment, and Attachment Methods – Part 1 (ITM01e)
- Intro to Tools, Equipment, and Attachment Methods – Part 2 (ITM02e)
- Intro to Vehicle Construction Materials (ICM00e)
- Intro to Vehicle Parts Terminology – Part 1 (IVT01e)
- Intro to Vehicle Parts Terminology – Part 2 (IVT02e)

NON-STRUCTURAL PROLEVEL® 1 *(Live and online classes)*

- Hazardous Materials, Personal Safety, and Refinish Safety (WKR01)
- Trim and Hardware (TRM02e) and (TRM03e)
- Non-Structural Supplement (EDS01*) – (STS01)
- Bolted-On Part Replacement (EXT03e and EXT04e)
- Movable Glass (GLA01)
- Corrosion Protection (CPS01)
- Plastic and Composite Repair (PLA03)
- Lighting, Starting, and Charging Systems (LSC04e)
- Automotive Foams (FOM01)
- Vehicle Construction Material Types (GE010E01)
- Vehicle Technology and Trends 2016 (NEW16)

REFINISH PROLEVEL® 1 *(Live and online classes)*

- Hazardous Materials, Personal Safety, and Refinish Safety (WKR01)
- Refinish Supplement (EDS02*) – (REF01e) and (REF02e)
- Detailing (REF04)
- Trim and Hardware (TRM03e)
- Corrosion Protection (CPS01)
- Waterborne products, Systems and Application (REF07)
- Hazardous Airborne Pollutant Reduction (HAP01e)
- Liquid and Solid Hazardous Waste Storage and Disposal Overview (HWD01e)
- Vehicle Technology and Trends (NEW16)

*Optional

For more information please contact the I-CAR Career and Technical School Hotline at **888.422.7211** or email **Schools@I-CAR.com** to get started.