



Apprenticeship Programs at IAA

IAA educational programs are always employer-partner sponsored and are accompanied by or followed by a Registered Apprenticeship. IAA programs are only open to the employees or invited guests of our employer-partners. Our application process is solely for the purpose of recruiting potential employees, current employees and invited guests for our employer-partners to enroll in the sponsoring employer-partner education program.

An employer-partner education program at IAA begins with a commitment by an employer sponsor who agrees to a clearly-defined set of partnership expectations.

Advanced Manufacturing

Program Overview

The field of advanced manufacturing is a high growth sector of today's job market, offering a wide variety of career opportunities. IAA offers accelerated certificate and registered apprenticeship programs to prepare students for immediate employment as machine technicians or operators with leading advanced manufacturing industry employers.

The Advanced Manufacturing Certificate program foundation consists of 998-1,063 clock hours, enabling students to earn an additional 750 clock hours for occupational experience and continued skills development through apprenticeship courses.

Advanced Manufacturing Certificate Programs

Advanced Machine Tool Technology Certificate

Program Description

The Certificate in Advanced Machine Tool Technology combines an intense education program that readies an individual for employment at an advanced manufacturing business with a registered apprenticeship program. This certificate addresses the education and training needs of a potential employee and an employer's need for assurance of productivity before hiring an inexperienced worker.

The Certificate in Advanced Machine Tool Technology program has demonstrated success in educating and employing individuals who have the aptitude, but no prior experience in a technical field. There are two program options for obtaining a Certificate in Advanced Machine Tool Technology. Additional course elective clock hours can also be earned.

Allied Health

Program Overview

The field of Healthcare is one of the largest growing sectors of today's workforce, offering a wide variety of career opportunities. IAA offers accelerated certificate and registered apprenticeship programs to prepare students for immediate employment in the Healthcare and health information technology industry. Program offerings expand a variety of interests within Healthcare, including direct patient care, customer service, medical coding, and health information technology. Where appropriate, our programs offer industry-recognized credentials to maximize students' occupational potential.

The Allied Health Certificate enables students to earn clock hours for occupational experience and continued skills development through apprenticeship.

Allied Health Certificate Programs

Certified Clinical Medical Assistant Certificate

Program Description

The Certified Clinical Medical Assistant Certificate prepares students to work closely with providers, assisting in clinic visits in addition to efficiently and safely aiding in patient visits in a clinical setting. Students receive a foundation in medical terminology, anatomy and physiology, pathophysiology, and pharmacology in order to develop effective communication skills for a career in Healthcare. Students also prepare for national certification offered through the National Healthcare Association (NHA).

Certified Pharmacy Technician Certificate

Program Description

The Certified Pharmacy Technician Certificate prepares students to collect and prepare necessary information to fill prescriptions for patients and Healthcare professionals. Students receive a background in medical terminology, anatomy and physiology, pathophysiology, and pharmacology in order to communicate with Healthcare professionals and comprehend medical records. Students also prepare for national certification offered through the Pharmacy Technician Certification Board (PTCB).

Certified Phlebotomy Technician Certificate

Program Description

The Certified Phlebotomy Technician Certificate Program prepares students to obtain blood specimens by venipuncture and capillary puncture. Students are taught safe and efficient work practices in order to preserve the integrity of the blood specimen with respect to drawing, processing, and transporting specimens. Students also prepare to take their national certification exam to obtain an industry-recognized credential offered through the American Society of Clinical Pathology.

Certified Medical Coder Certificate

Program Description

The Certified Medical Coder Certificate prepares students to dissect medical records and assign numerical codes for procedures and diagnoses in order to ensure accuracy during the reimbursement process. Students receive a foundation in medical terminology, anatomy and physiology, pathophysiology, and pharmacology in order to acquire the necessary language skills needed to comprehend the medical record. Students also prepare to take their national certification exam.

Healthcare Registration Specialist Certificate

Program Description

The Healthcare Registration Specialist Certificate prepares students for customer service-focused careers in Healthcare, providing a foundation in medical terminology, anatomy and physiology, and pathophysiology. Students gain integrated work experience by utilizing Healthcare information systems used by registrars in their sponsoring institution's work environment to help bolster students' communication skills and curriculum comprehension. Our program combines classroom instruction with integrated work experience in a Healthcare setting.

Oncology Data Management Specialist Certificate

Program Description

ODM Specialists are responsible for supporting the health networks, hospitals, clinical trial/pharmaceutical companies and physician groups to manage the cancer registry, support the cancer program, perform clinical data abstraction and maintain the accuracy of the cancer registry database. Students receive a foundation in medical terminology, anatomy and physiology, pathophysiology, and pharmacology in order to acquire the necessary language skills needed to comprehend the medical record, and learn clinical data abstraction, patient follow-up, statistical analysis and reporting, and database management. Students also prepare to take their national certification exam.

Surgical Technologist Certificate

Program Description

The Surgical Technologist Certificate Program prepares students to perform the surgical technologist role in a hospital or healthcare setting. Surgical Technologists help prepare the operating room by setting up sterile surgical instruments, equipment and supplies, such as drapes, gowns, gloves, suction tubing, and receiving solutions and medications from the circulator. Surgical technologists assemble the sterile equipment, check to ensure it is all working properly and make adjustments as necessary. They assist the surgeon with putting on his/her gown and gloves, as well as assisting the surgeon in placing the sterile drapes on the patient to create the sterile field.

Business Services

Program Overview

As rapid advances in technology connect our world easier than ever before, businesses are impacted by globalization. The potential for businesses to serve more customers in a wider variety of products, services and locations creates a need for a network of interdependent support services and thus, unique career opportunities. IAA offers accelerated certificate and registered apprenticeship programs to prepare students for immediate employment in the business services industry.

The Business Services Certificate program consists of 1,058 clock hours, enabling students to earn an additional 750 clock hours for occupational experience and continued skills development through apprenticeship courses.

Business Services Certificate Programs

Technical Documentation Writer Certificate

Program Description

The Technical Documentation Writer Certificate prepares students to interpret engineering source documents to write or revise technical manuals. Students receive a foundation in reading engineering drawings, electricity, mechanisms, and technical documentation in order to acquire the necessary language skills needed to comprehend engineering source documents and prepare them for entry-level positions in the field of technical publications.

Insurance Associate Certificate

Program Description

The Insurance Associate Certificate program prepares students to discuss the fundamentals of personal and casualty insurance, understand the various types of personal insurance policies, commercial insurance policies, legal parameters for insurance producers, customer service, and sales skills. The coursework and program will prepare students for applicable insurance certification exams and state licensing as an insurance producer.

Information Technology

Program Overview

Rapid advances in technology drive the information technology field, creating a wide variety of career pursuits that span nearly all other industries. IAA offers accelerated certificate and registered apprenticeship programs to prepare students for immediate employment in the information technology industry. Program offerings provide a solid foundation upon which students may grow interdisciplinary expertise to keep pace with our changing business world.

The Information Technology Certificate program consists of 1,078 clock hours, enabling students to earn an additional 750 clock hours for occupational experience and continued skills development through apprenticeship courses.

Information Technology Certificate Programs

Software Support Specialist Certificate

Program Description

The Software Support Specialist Certificate prepares students to provide technical expertise and customer service to aid businesses, clients, and consumers with proprietary software. Students develop communication skills, project planning and project management, software documentation, customer training and presentation skills, and develop proficiency with proprietary employer software and systems.

Software Interface Analyst Certificate

Program Description

The Software Interface Analyst Certificate is designed to give students a solid foundation and the essential technical skills necessary to function in an information technology or analyst role. This will include an understanding of the fundamentals of computer programming, databases and database management, networking, and standards based messaging. Additionally, students enrolled in the program will learn the necessary communication and e-etiquette skills that are inherent in this highly professional field.