

**TECHNICAL ASSISTANCE PAPER  
FLORIDA DEPARTMENT OF EDUCATION  
DIVISION OF WORKFORCE DEVELOPMENT  
BUREAU OF PROGRAM PLANNING AND DEVELOPMENT**

**ISSUE:** (F.S. 1004.925) All Automotive Service Technology Education Programs shall be Industry Certified by 2007.

**STATEMENT OF PURPOSE**

The purpose of this technical assistance paper is to provide introductory information on the National Automotive Technicians Education Foundation (NATEF) certification process. Included is an excerpt of the certification process from NATEF's web site. All requirements for NATEF certification can be obtained from the NATEF web site.

Industry certification of Automotive Service Technology programs is an important part of providing standardized automotive training to Florida's career and technical students. The Automotive Service Technology Program trains students to enter the workforce as Automotive Service Technicians. Graduating students need to be work ready and able to perform to current industry standards. The Florida Legislature in its 2002 session passed into law (F.S. 1004.925) the requirement that all Automotive Service Technology programs will be industry certified by 2007.

Information on NATEF's industry certification can be found online at: [www.natef.org](http://www.natef.org). Specific questions about the NATEF process and fees should be directed to NATEF. The first part of the NATEF certification process is to complete a self-evaluation of your automotive program. All of the certification requirements are addressed on the NATEF web site.

Mary Hutchinson, Administrative Director of NATEF, can be contacted by e-mail at [Hutchinson@natef.org](mailto:Hutchinson@natef.org) or in writing at 13505 Dulles Technology Drive, Herndon, Virginia 20171-3421.

Additional information on the general process of NATEF certification can be acquired by contacting Andy Anderman at [andy.anderman@fldoe.org](mailto:andy.anderman@fldoe.org) or by telephone at (850) 414-8574.

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Attachments

The following information on the certification process was obtained from the NATEF web site:  
<<http://www.natef.org>>.

### **Program Certification Process**

**Program Self-Evaluation** - The certification process begins with an extensive self-evaluation performed by training program instructors, administrators, and advisory committee members. Members of this group compare the program to national standards, and have the opportunity to make improvements before submitting evaluation documents to NATEF.

**NATEF Review** - Self-evaluation materials are then sent to NATEF, where they are reviewed to determine if the program qualifies for an on-team evaluation.

**On-Site Evaluation** - If the program qualifies, an Evaluation Team Leader (ETL), an educator certified by Automobile Service Excellence (ASE) and trained by NATEF, is assigned the program and an on-site visit is scheduled.

**Recommendation for Certification** - When industry requirements are met the program will become certified for a period of five years.

### **Areas of Certification**

#### **Automobile Training Programs:**

Schools must apply for certification in **at least the four** required areas (out of the eight total areas):

#### **Required**

1. Brakes
2. Electrical/Electronic Systems
3. Engine Performance
4. Suspension and Steering

#### **Optional**

5. Automatic Transmission and Transaxle
6. Engine Repair
7. Heating and Air Conditioning
8. Manual Drive Train and Axle

#### **Collision Repair & Refinish Training Programs:**

Schools **may** be certified in Painting and Refinishing only; or schools **must** apply for certification in **Structural Analysis and Damage Repair PLUS** at least **two** of the following:

1. Non-Structural Analysis and Damage Repair
2. Plastics and Adhesives
3. Mechanical and Electrical Components
4. Painting and Refinishing

**NATEF Costs For  
Certification/Recertification**

	<u>Automobile/Truck</u>
(1) Certification Manuals	\$60.00
(4) On-Site Eval. Team Manuals (\$40 each)	\$160.00
Honorarium for the ETL (\$175 per day)	\$350.00
Estimated expenses for the ETL	\$150.00