Nash Community College

Continuing Education: Non–Credit Courses
Fall Schedule 2024
August 15 - December 31
Pre-registration required for all classes

Table of Contents

Contact Information

Automotive/Transportation	252-451-8216
Career Readiness Certification (CRC)	252-451-8215
College and Career Readiness	252-451-8305
Computer Training	252-451-8216
Customized Industry Training	252-451-8379
Ed2Go Online Courses	252-451-8216
Emergency Medical Services	252-451-8355
ESL–English as a Second Language	252-451-8229
Fire Services	252-451-8312 or 252-451-8480
Foreign Language	252-451-8216
Health Services	252-451-8355
Human Resources Development	252-451-8349
Law Enforcement Training	252-451-8450
Nurse Aide/Nursing Assistant (CNA)	252-451-8378
Personal Enrichment	252-451-8216
Professional Training	252-451-8349
Small Business Center	252-451-8233
Teacher Education	252-451-8216
Trades/Construction	252-451-8216

Register Now!

Mail or Fax: Download the Continuing Education registration form at **www.nashcc.edu/conedreg** (Important Documents tab) and mail with fee to NCC Continuing Education, PO Box 7488, Rocky Mount, NC 27804 or fax form to (252) 451-8451.

Online Registration: Students may register for a ''select'' group of Continuing Education classes via Instant Enrollment at **www.nashcc.edu**, select Continuing Education, Search Courses (orange tab). Type the course title in the "Search for Sections" box at the top right. Click Select, click add section, click next at the top right. Complete the Person Identification information and pay screens. Credit card payment is required.

In-Person: Visit the Continuing Education Department located on the 2nd Floor of the William S. Carver Continuing Education and Public Services Building, Administrative office, room 8232.

Office Hours are:

Monday - Thursday: 8:00 AM - 5:00 PM
Friday: 8:00 AM - 1:00 PM

Employment Opportunities

If you have suggestions for a new class, have a special skill and/or are interested in teaching, please download and complete the Class Proposal Form available at **www.nashcc.edu/conedreg**.

Seeking Instructors

- Craft/Hobby
- Drawing
- Painting
- Basic Plumbing
- Building Inspector Level I
- Electrical Wiring
- Motorcycle Safety
- Soft-Skill Training
- Basic Computer
- HVAC

Financial Assistance

Continuing Education Scholarships are available for select classes. For more information, visit **www.nashcc.edu/scholarships or call 252-451-8234**.

AUTOMOTIVE / TRANSPORTATION CLASSES

IN-PERSON REGISTRATION ONLY
In-person pre-registration, driver's license and referral are required for Alive at 25 and DDC-4 Defensive Driving.

Alive At 25 | $75 | Saturday | 8:30 AM - 12:30 PM | Continuing Education Building, 8153
This defensive driving course for students 16 - 24 years old provides unique classroom training on the potential dangers while driving.

68733   10/5
68734   12/7

DDC-4-Defensive Driving | $60 | 8:00 AM - 12:00 PM Continuing Education Building | Room 8261
This course is designed for individuals 25 years of age and older. This course will go over the risks and hazards of the road along with teaching you how to be a more defensive driver.

67284   8/22
67285   10/17
67358   11/21

For more information, email **coned@nashcc.edu** or call 252-451-8216.

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CDL Truck Driver Training | $4,106.25 Monday - Friday | 7:00 AM - 3:30 PM | Continuing Education Building | Room 8168
The Sage CDL training program at NCC provides 158 hours of training including classroom, lab, and one-on-one behind-the-wheel driving instruction.

68492/68493   8/5 - 8/23
69904/69905   9/9 - 9/27
69906/69907   10/7 - 10/25
69908/69909   11/4 - 11/22
69910/69911   12/2 - 12/20

For more information call **252-451-8357**, **252-451-8363**, or email **akcressionnie858@nashcc.edu**.

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Escort Vehicle Operator - Initial | $90 | Thursday - Friday | Thursday 8 AM - 12 PM, Friday 8 AM - 5 PM | Continuing Education Building, 8261
This course includes Defense Driving and Initial Escort Vehicle Operator training needed to satisfy the requirements set by the North Carolina Department of Transportation (NCDOT) to certify oversize-overweight load vehicle escort drivers.

67226   8/22 - 8/23
67227   10/17 - 10/18
67228   11/21 - 11/22

Escort Vehicle Operator – Recertification | $75 | Friday | 8:00 AM - 12:00 PM | Continuing Education Building, 8153
This course is to satisfy the recertification requirements set by the North Carolina Dept. of Transportation (NCDOT) to recertify oversize–overweight load vehicle escort drivers. Students must be 21 years old to become certified with the State of North Carolina as an escort driver.

67249   10/25

Freight Broker - Agent Training | $1,895 | Online
In this 180-hour course, students will gain the skills needed to run a domestic freight brokerage or agency. Topics include transportation law, contracts, insurance, setting up, and running a freight brokerage business.

Open Entry   Self-Paced   6 Month Program

For information, visit https://careertraining.ed2go.com/nashcc email questions to coned@nashcc.edu.

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Motorcycle Safety Training- Basic Rider Course | $175 Saturday and Sunday | 8:00 AM - 6:00 PM | Building B, Room 2101
The motorcycle safety training course includes how to balance and coordinate, shift and stop, emergency braking, and more. Motorcycles are provided. Motorcycle Safety classes are offered as self-supporting. A refund is given only if the class is canceled. **Prerequisite - MSF eCourse Certification (virtual)**

IN-PERSON REGISTRATION ONLY

68726   8/10 - 8/11

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OBD II Emissions Certification | $76.25 | Monday and Tuesday | 6:00 PM – 10:00 PM | CITI High School (Rocky Mount Middle), NCC Automotive Building, Room 304 | 999 Hammond Street
Learn the laws that govern OBD I/M Inspection. This course will prepare auto technicians & service personnel as OBD (On–Board Diagnostic) I/M Inspectors for motor vehicles.

67102   8/19 - 8/20
67103   9/23 - 9/24
67105   10/21 - 10/22
67106   11/18 - 11/19
67107   12/9 - 12/10

Vehicle Safety Inspection | $76.25 | Monday and Tuesday | 6:00 PM – 10:00 PM | CITI High School (Rocky Mount Middle), NCC Automotive Building, Room 304 | 999 Hammond Street

Gain knowledge of safety inspection rules, regulations, and methods. The North Carolina Division of Motor Vehicles (DMV) requires this class for all persons involved in a vehicle safety inspection.

67101	8/12 - 8/13
67108	9/16 - 9/17
67109	10/14 - 10/15
67110	11/11 -11/12
67111	12/2 - 12/3

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COLLEGE & CAREER READINESS (CCR)

(Formerly known as GED~TM~)

Individuals interested in obtaining an Adult High School Diploma (AHSD) or High School Equivalency (HSE) should contact 252-451- 8488, 252-451-8246, or visit www.nashcc.edu/ccr for more information.

College and Career Readiness classes are offered on-campus and off-campus at No Fee to individuals age 16 and older. Minors (ages 16 - 17) must first complete a minor packet and interview prior to registering for orientation.

The CCR Registration Process

1. Fill out the program registration form at www.nashcc.edu/ccr.

2. TABE Enrollment Testing is offered on a first-come/first-serve basis. TABE Testing takes approximately 3 - 4 hours. Placement Testing will be held in the Continuing Education Building, Room 8120. Please bring a photo ID.

Monday	8:30 am - 5:00 pm (arrive by 2:00 pm)
Tuesday	8:30 am - 5:00 pm (arrive by 2:00 pm)
Wednesday	8:30 am - 8:30 pm (arrive by 6:00 pm)
Thursday	8:30 am - 5:00 pm (arrive by 2:00 pm)
Friday	8:30 am - 12:00 pm (arrive by 9:30 am)

3. Complete mandatory Ready, Set, Go Orientation

4. Log Into your Nash Community College student email account and send a test message to CCR@nashcc.edu.

5. Your schedule will be emailed to your Nash Community College student email after you have completed TABE testing and orientation.

On-Campus Classes

The CCR Department is offering many classes in a hybrid format. Students will complete work assigned by teachers online, and can also attend face-to-face classes.

Class Placement

Class placement will depend on how high your scores are on the TABE Test.

Students that test in the high range will be eligible for CCR Boot Camp, which is a five-week multi-subject course that integrates the Social Studies, Reading, Writing, Science, and Math skills necessary to pass the HSE examinations. Students will attend classes daily, take practice tests in the Learning Lab as the week progresses, and then take the official HSE examinations each week. Because of the fast-paced nature of this course, perfect attendance, and adequate placement test scores are required. In-person.

ONLINE CCR will be offering online programming and classes including self-paced assignments, and recorded instruction.

- Students are required to pre and post-test on campus.
- Students must have reliable internet access.
- Students must be able to check email.
- Students must be available by phone; space is limited, and consistent attendance online is required.

Nash Community College offers the following High School Equivalency Tests:

HiSET® The HiSET® is computer or paper based. This test consists of Reading, Writing, Science, Social Studies, and Mathematics. Paper based and computer-based testing will cost 15.00/section for a total of 75.00.

ENGLISH AS A SECOND LANGUAGE

For new students, orientation will be offered on Wednesday evenings. Please bring identification if you have it.

Orientation will start at 5 PM in the Continuing Education Building, Room 8120, located on the first floor. Students will be served on a first-come, first-serve basis. These classes are offered to individuals who want to improve their verbal, reading, and written English skills. Classes are offered on beginner, intermediate and advanced levels. ESL classes are offered at no cost to students.

El registro y orientación para nuevos estudiantes se ofrecerá a las 5 PM de la tarde en los Miércoles en el primer piso del nuevo edificio de Educación Continua, en Nash Community College en el salón 8120. En la sección de Orientación se atenderán a las primeras personas que lleguen. Estas clases de Segundo idioma son ideales para todas aquellas personas

que desean aprender o mejorar sus habilidades de comunicación tanto verbal, como escrita en inglés. Estas clases se ofrecen de forma gratuita en diferentes niveles: Básico, Intermedio Multinivel, Avanzado y de Transición

Para más información de las clases de ESL. www.nashcc.edu/ccr, 252-451-8215.

ESL Intermediate/ Clases De Inglés Intermedio
Monday & Wednesday | 6 PM - 8:30 PM   Nash Community College

ESL Morning   Monday - Thursday | 8 AM - 1 PM   Nash Community College

ESL Night
Monday/Wednesday | 6:00 PM - 8:30 PM   Nash Community College

Burlington English   CCR is now offering Burlington English online. Practice from home or on campus.   CCR se ofrecerá la programa Burlington English para practicar inglés en computadora o celular.

ABE Reading/Writing
M-Th| 9 AM - 1 PM
Nash community College
This course is a fully integrated approach to teaching reading, composition, and grammar. Emphasis is placed on reading comprehension, vocabulary development, critical analysis, reading rate, and the composition of clear, organized, grammatically correct assignments.

ABE Math
M-Th| 9 AM - 1 PM
Nash Community College

These courses will develop skills in whole numbers, order of operations, decimals, proportions, percentages, and integers. Upon completion, students will have gained a deeper understanding of the intermediate math fundamentals.

HSE Math
This course will develop skills in algebraic problem solving including expressions, polynomials, quadratic equations, linear equalities, and functions using workbooks and Khanacademy.org. Upon completion, students will have gained a deeper understanding of working with signed numbers, performing operations with rational and irrational numbers, combining like terms in algebraic expressions, writing and solving algebraic expressions and equations, solving word problems through the use of algebraic reasoning, and solving geometric problems. Students who complete this course should be prepared to take the Math HSE examination.

HSE Reading/Writing
This course is a fully integrated approach to teaching reading, composition, and grammar. Emphasis is placed on reading comprehension, vocabulary development, critical analysis, reading rate, and the composition of clear, organized, grammatically correct assignments. This course will develop and refine grammar skills and, in the process, prepare students for the essay portion of the online assessment for the High School Equivalency Exam.

College And Career Readiness Honors Boot Camp
Boot Camp is a five-week multi-subject course that integrates the Social Studies, Reading, Writing, Science, and Math skills necessary to pass the HSE examinations. Students will attend classes daily, take practice tests in the Learning Lab as the week progresses, and then take the official HSE examinations each Thursday night or Friday morning. Because of the fast-paced nature of this course, perfect attendance, and adequate placement test scores are required.

HSE in the Community:
Thursday | 6:00 PM - 8:30 PM
Spaulding Family Resource Center

Monday/Tuesday 5:00 PM-7:30 PM
Braswell Memorial Library

HSE in Spanish
Wednesday/Thursday 6:00 PM-7:30 PM

COMPUTER TRAINING CLASSES
Hardware/Software Support (A+ Certification - Part I)
Concurrent w/ CTS 120- 1QOL1C | $130 | Online

69943   8/15 - 10/15

This is the first of two courses to prepare students to take the A+ certification exam. This course covers the basic hardware of a personal computer, including installation, operations and interactions with software. Topics include component identification, memory-system, peripheral installation and configuration, preventive maintenance, hardware diagnostics/repair, installation and optimization of system software, commercial programs, system configuration, and device-drivers. Upon completion, students should be able to select appropriate computer equipment and software, upgrade/maintain existing equipment and software, and troubleshoot/repair non-functioning personal computers.

Advanced Hardware/Software Support (A+ Certification Part II) - Concurrent with CTS-220-3QOL1C | $130 | Online

69944   10/16 - 12/16

Prerequisite: CTS 120

This course provides advanced knowledge and competencies in hardware and operating system technologies for computer technicians to support personal computers. Emphasis is placed on: configuring and upgrading; diagnosis and troubleshooting; as well as preventive maintenance of hardware and system software. Upon completion, students should be able to install, configure, diagnose, perform preventive maintenance, and maintain basic networking on personal computers.

Introduction to Computers (C) - Concurrent with CIS-110-OL01C | $185 | Online

69950   8/15 - 12/16

This course introduces computer concepts, including fundamental functions and operations of the computer. Topics include identification of hardware components, basic computer operations, security issues, and use of software applications. Upon completion, students should be able to demonstrate an understanding of the role and function of computers and use the computer to solve problems. This course is not intended for a computer novice; this course involves multiple concepts and is a fast-paced introduction to software applications. This course has been approved for transfer under the Comprehensive Articulation Agreement as a general education course in Mathematics (Quantitative Option).

Introduction to Networks (C) - Concurrent with NET-125-B60C| $185 | Monday/Wednesday/Online

69951   8/29 - 12/16
          Monday / Wednesday 1PM-2:30PM
          Building D, Room 4104
This course introduces the networking field. Emphasis is placed on network terminology and protocols, local area networks, wide area networks, OSI model, cabling, router programming, Ethernet, IP addressing, and network standards. Upon completion, students should be able to perform tasks related to networking mathematics, terminology, and models, media, Ethernet, subnetting, and TCP/IP Protocols.

Introduction to Simulation and Game Development (C) - Concurrent with SGD-111-OL01C | $185 | Online

69952   8/15 - 12/16
This course provides students with an introduction to simulation and game development. Topics include setting, storytelling, narrative, character design, interface design, game play, internal economy, core mechanics, game genres, AI, the psychology of game design   and professionalism. Upon completion, students should be able to demonstrate knowledge of the major aspects of simulation and game design and development.

Introduction to Web Graphics (C) - Concurrent with WEB-111-OL01C | $185 | Online

69953   8/15 - 12/16

This course introduces the creation of web graphics and addressing problems peculiar to WWW display using appropriate software. Topics include web graphics file types, optimization, RGB color, web typography, elementary special effects, transparency, animation, slicing, basic photo manipulation, and other related topics. Upon completion, students should be able to create graphics such as animated banners, buttons, backgrounds, logos, and manipulate photographic images for Web delivery.

Microsoft Excel (C) - Concurrent with CTS-130-OL01C | $185 | Online

 69945   8/15 - 12/16

This course introduces basic spreadsheet design and development. Topics include writing formulas, using functions, enhancing spreadsheets, creating charts, and printing. Upon completion, students should be able to design and print basic spreadsheets and charts.

Security Concepts (C) - Concurrent with SEC-110-OL60C | $185 | Online

 69946   8/29 - 12/16

This course introduces the concepts and issues related to securing information systems and the development of policies to implement information security controls. Topics include the historical view of networking and security, security issues, trends, security resources, and the role of policy, people, and processes in information security. Upon completion, students should be able to identify information security risks, create an information security policy and identify processes to implement and enforce policy.

Linux/UNIX Single User (C) - Concurrect w/ NOS 120 - OL01C)| $185 | Online

69948   8/15 - 12/16

This course develops the necessary skills for students to develop both GUI and command line skills for using and customizing a Linux workstation. Topics include Linux file system and access permissions, GNOME Interface, VI editor, X Window System expression pattern matching, I/O redirection, network and printing utilities. Upon completion, students should be able to customize and use Linux systems for command line requirements and desktop productivity roles

Windows Single User (C) - Concurrent with NOS-130-OL01C $185 | Online

69947 8/15 - 12/16

This course introduces operating system concepts for single-user systems. Topics include hardware management, file and memory management, system configuration/optimization, and utilities. Upon completion, students should be able to perform operating systems functions at the support level in a single-user environment.

ED2GO (Computer Classes)

To view Ed2go course information, software requirements and to register, visit **www.ed2go.com/nashcc**. Email questions to **coned@nashcc.edu** or call 252-451-8216.

A+ Certification Prep: Hardware (Basic) | $75 | Online
Learn about hardware common to nearly every personal computer, including microprocessors, RAM, power supplies, motherboards, UEFI/BIOS, the system setup utility, the expansion bus, and input/output devices.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Creating Mobile Apps with HTML5 | $75 | Online
Learn to use HTML5, CSS3, JavaScript, jQuery, and web APIs to create cross-platform mobile apps and mashups.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Designing Effective Websites | $75 | Online
Learn powerful graphic design techniques and build websites that are both attractive and wickedly effective.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

How to Get Started in Game Development | $75 | Online
Take steps toward a new career in game development by building a foundation to design games in a wide variety of genres for different audiences and platforms.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Introduction to Visual Basic | $75 | Online
Learn how to write Windows applications and programs using the Visual Basic programming language and the Visual Basic development environment. This course will provide the building blocks of programming in Visual Basic, including using variables to store data.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

The course provides helpful study tools including games and practice questions to aid with learning. All of the content is geared toward helping you pass the SY0-501 exam.

Wireless Networking | $75 | Online

Industry experts show you how wireless networking works, as well as how to plan, deploy and connect to wireless networks.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Write Effective Web Content
Learn how to write web content and produce multimedia elements to make your website or blog a must-visit site on the Internet.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

FOREIGN LANGUAGE

To view course information, software requirements and to register, visit **www.ed2go.com/nashcc**. Email questions to **coned@nashcc.edu** or call 252-451-8216.

Beginning Conversation French | $75 | Online
Prepare for your next trip to France by mastering the basics of conversational French. This course will provide you with proper pronunciation of French words that you'll use in your travels as well as cultural tips including appropriate gestures

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Beginning Conversational Japanese | $75 | Online
Whether you want to learn conversational Japanese for travel or just for fun, you'll find this course makes it easy and enjoyable for beginners to master the essentials of the Japanese language.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Speed Spanish I | $75 | Online
Learn six easy recipes to glue Spanish words together into sentences, and you'll be engaging in conversational Spanish in no time.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Instant Italian |$75 | Online
Learn about the Italian language's impact on the world, the Italian alphabet, phonetics, and pronunciation, proper forms of address, expressions of courtesy, and how to make introductions. By the end of the course, you will be able to express yourself comfortably in Italian.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Speed Spanish II |$75 | Online
This course is a follow-up to our popular Speed Spanish course. Several new recipes help you continue building fluency.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Speed Spanish III |$75 | Online
Master the ability to speak, understand, and read Spanish by taking this final installment in Speed Spanish. This course will

help you learn the final six recipes that will serve as templates for creating any Spanish sentence.
8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

FIRE SERVICES

Fire And Rescue Training (ongoing)
Please visit **www.nashcc.edu/fire** to view the monthly calendar of fire and rescue training. You may also visit us on Facebook at **www.facebook.com/nccfireandems**.

FIREFIGHTER TRAINING ACADEMY
The NCC Firefighter Training Academy's mission is to instill discipline, character, professionalism, teamwork, integrity, credibility, knowledge, skills, and the physical/mental ability to perform the job of a professional firefighter in a safe and effective manner. This 18-week academy is well known throughout the state for producing well-trained and employable graduates.

Our next academy is scheduled to begin on Aug 5, 2024
Prerequisites:
- High School Diploma or HSE
- Medical Screening

Total Cost: If you are a member of a volunteer fire or rescue department, the cost is approximately $600. If unaffiliated with one of these organizations, the cost is approximately $1200. Scholarship opportunities may be available for qualified applicants in need.

Application packages must be turned in 45 days prior to the start of each academy. Do Not Delay. If an academy fills up, registration could end early.

For more information, visit www.nashcc.edu/fire or contact **japarks297@nashcc.edu**, at **252-451-8480**.

HEALTH SERVICES

ACLS / PALS / BLS Trio |$94 | Monday & Tuesday | 8:00 AM - 5:00 PM | Continuing Education Building, Room 8112

69641   9/9 - 9/10

This is a two-day course and is appropriate for those who are ALS professionals in need of initial certification. Course is taught to American Heart Association standards and certification will be issued accordingly. Card fees included in registration. Pre-registration is required.

Basic Life Support (BLS) Healthcare Provider CPR
$40 | Saturday | 8:00 AM - 1:00 PM | Continuing Education Building, Room 8246
This one-day course teaches American Heart Association Basic Life Support (BLS) for healthcare provider standards. Adult, child, and infant CPR/AED will be taught.

68289   8/10
69630   9/14
69631   10/12
69632   11/16

Textbook is required and may be purchased Monday - Friday in the Campus Store. CPR course completion cards will be issued to participants within two weeks of the class ending via email. Cards are not issued the same day and a valid email address will be required.

For more information email ofmoss331@nashcc.edu or call 252-451-8355.

Advanced EMT (Blended) | Wednesday & Thursday | $202.25 | Continuing Education Building, Room 8103

69629   8/14 - 12/5

This course meets on Wednesday and Thursday from 9 AM to 5 PM and one weekend each month. Students will also complete EMS ride time and clinical time outside of these meeting times. Placement testing for math and reading and EMT certification are required to register. For more information, call 252-451–8412 or email lncarpenter329@nashcc.

EMT Initial | $202.25 | Blended | Tuesday & Thursday (One Saturday and Sunday / month*) Continuing Education Building, Room 8105
Reading placement test (minimum 11th-grade level) is required. A copy of high school diploma/HSE is requested. Access to a computer and internet is required. A valid driver's license is required prior to the EVD portion of the class. Students will complete EMS ride time outside of regular class hours.

69629   9/10 - 2/3 TTH 6 PM - 10 PM | *9 AM - 6 PM

EMT ConEd | $75 | Online
68290   8/1 - 8/30   NCCR Topics
69633   11/1 - 11/30   NCCR Topics

Each 24-hour course session is taught in accordance with NC OEMS prescribed content necessary for EMT Continuing Education hours.

EMT REFRESHER | $185.00 | online

69639   8/15 - 11/15

This 80 hour class meets the hours needed to recredential current EMT or NREMT Certifications.
Internet access and pre-registration are required. This course does not include a Technical Scope of Practice session.

For more information, contact Larry Carpenter 252-451-8412.

Emergency Dispatch Academy
$186.25 | Tuesday & Thursday | 6:00 PM - 10:00 PM
Continuing Education Building, Room 8222
This academy is designed to train entry-level dispatchers interested in a career in a 911 center or for those who have been recently hired. The course does require students to successfully complete a reading comprehension placement test demonstrating a level of 11th grade or higher.

69637 8/27 - 12/12

Students will participate in 24 hours of clinical time with a Telecommunication agency. Successful completion of this clinical time is required. To be eligible for clinical time, students must present a valid driver's license, complete a background check, and submit to fingerprinting. The cost incurred for these requirements will be the responsibility of the student. All items are required to be submitted to the 911 agency the student will be assigned to by week three of class for their review and approval.

For more information, please contact Larry Carpenter at 252-451-8412 or lncarpenter329@nashcc.edu

EKG Technician| $202.25 | Monday & Wednesday|
Continuing Education, Room 8246

69638 8/22 - 11/14   6 PM - 10 PM

This course is designed and approved to prepare the student to become a certified EKG (ECG) and Technician/Monitor. The electrocardiogram is a noninvasive test that is used to reflect underlying heart conditions by measuring the electrical activity of the heart. This comprehensive 75-hour EKG Technician Certification Course prepares students to function as EKG Technicians and to take the National Health Careers Association Electrocardiograph (EKG) Technician exam. Reading placement testing scores of 10th grade or higher are required. The National Health Careers Association Exam does carry an additional fee. For more information,contact Larry Carpenter at 252–451–8412 or lncarpenter329@nashcc.edu.

PARAMEDIC CONED | $75 | Online

68293	8/1 - 8/31	Trauma Triage, CNS Injury
69634	9/1 - 9/30	Cardiac Arrest, Post Resuscitation Care, Stroke
69635	10/1 - 10/31	Airway / Respiration / Ventilation
69636	11/1 - 11/30	Human Trafficking and Abuse

Each 8-hour course session is taught in accordance with NC OEMS prescribed content necessary for Paramedic Continuing Education hours.

PARAMEDIC REFRESHER | $185.00 | online

69640 8/15 - 12/15

This 120 hour class meets the hours needed to re-credential current Paramedic or NRP Certifications. Internet access and pre-registration are required. This course does not include a Technical Scope of Practice session. For more information, contact Larry Carpenter 252-451-8412.

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Explore a Career as a Clinical Medical Assistant
$75 | Online
Learn the different types of medical records and how to enhance the overall patient experience. Get an introduction to charting patient complaints, creating progress notes, and collecting medical history.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Explore a Career: Administrative Medical Assistant*
$75 | Online
Learn about the in-demand career of medical information management. Explore the job of an Administrative Medical Assistant (AMA) in a doctor's office from appointment scheduling and chart creation to medical billing and coding.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Explore A Career: Medical Coding*| $75 | Online
Use the Current Procedural Terminology (CPT) manual and the ICD-10-CM to find medical codes for any disease, condition, treatment, or surgical procedure. Textbook required.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Explore a Career in Medical Transcription* $75 | Online
Learn how to transcribe the most common medical reports used in both inpatient and outpatient settings. Prepare to work in the medical field (doctor's offices, clinics, and hospitals).

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

*To view course information, software requirements and to register for **Explore a Career Courses** and **Medical Transcription**, visit **www.ed2go.com/nashcc**. Email questions to **coned@nashcc.edu** or call 252-451-8216.

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NURSE AIDE/NURSING ASSISTANT (CNA)
REGISTRATION INFORMATION:
Upon successful completion, students are eligible to apply for the National Nurse Aide Assessment Program (NNAAP or NACES) examination. NACES test fee is $140.00.

Registration Information:

1. Placement Tests Required: TABE Reading & Math placement tests are required. Placement tests are waived for students who have any of the following:
- Completed and passed English 111 and Math DMA 050 within the past 2 years (grade transcript required),
- Have a Silver or Gold CRC Career Readiness Certification within the past 2 years (copy of certificate required),
- Have a 2-year or 4–year degree within the past 5 years (transcript required).

2. "Checklist Of Requirements" will be completed by a member of the continuing education staff. Students may view the checklist at www.nashcc.edu/nurseaide or email sswinstead734@nashcc.edu.

3. Registration is open until the class fills up. Classes are limited to 10 slots.

Nurse Aide Level I - Blended Hybrid| $186.25

Hybrid indicates the lecture (theory) portion of the class is Online. Skills practice meet face-to-face in the lab and clinical training will be on campus or at a designated health care facility.

Upon successful completion of this course, students are eligible to apply for the National Nurse Aide Assessment Program (NNAAP or NACES) examination. NACES test fee is $140.00. Classes will be held in Building D, Room 4129 and Building B, Room 2102.

69665	8/19 - 11/27	MW	8 AM - 12 PM
69667	8/20 - 11/21	TTH	8 AM - 12 PM
69668	8/24 - 11/10	SASU	8 AM - 1 PM
		Clinical	7:30 AM - 12:30 PM

Nurse Aide Level II - Blended | $186.25 | Saturday/Sunday | Building D, Room 4121, and Building B, Room 2102

Nurse Aide II Blended is an accelerated course that allows students to complete the Nurse Aide II course with fewer hours on campus than the traditional course. Blended indicates the lecture (theory) portion of the class is Online. Skills practice (lab) and clinical training will be on campus or at a designated health care facility. The course prepares graduates to perform more complex skills for patients or residents regardless of the setting. Skills competency evaluation is ongoing throughout the course.

69677	8/24 - 10/27		8 AM - 1 PM
		Clinical	8 AM - 4:30 PM

Nurse Aide Level II Requirement: Copy of high school diploma or HSE, verification of successful completion of an approved Nurse Aide Level I program, and a current listing on the NC Nurse Aide I Registry with no substantiated finding of resident abuse, resident neglect, or misappropriation of resident property. Upon successful completion of the course,

the graduate is eligible to apply for listing as a Nurse Aide II with the NC Board of Nursing. NC Board of Nursing listing fee is $24.00 and is due upon completion of the course.

Registration for all **Nurse Aide/Nursing Assistant** courses must be completed in the Continuing Education Building, Room 8232. Courses remain open until filled.

For more information visit www.nashcc.edu/nurseaide, email coned@nashcc.edu or call 252-451-8378, 252-451-8216.

Medication Aide | $76.25 | Friday, Saturday, Sunday | Building D, Room 4129

The Medication Aide class covers the roles, responsibilities, and basic preparation for administration of medications by unlicensed persons in the long-term care settings. It is designed to prepare students to take the competency testing required for listing as a Medication Aide in the State of North Carolina. Each agency will have rules, policies, and regulations that you will have to adhere to in addition to the ones outlined in the course. Successful completion qualifies the student to take the state mandated PearsonVue Written Computer-Based Written Examination for $59.00.

69887	10/25 - 10/27	8:00 AM - 4:30 PM

After successful completion of the medication aide examination and subsequent listing on the NC Medication Aide Registry, the individual will qualify to be considered for employment in a skilled nursing facility in North Carolina.

Medication Aide Requirement:
High School Graduate of GED, verification of successful completion of an approved Nurse Aide Level I program, and a current listing on the NC Nurse Aide I Registry with no substantiated finding of resident abuse, resident neglect, or misappropriation of resident property.

HUMAN RESOURCES DEVELOPMENT (HRD)

HRD classes are at no cost for adults who are unemployed, underemployed, and seeking employment. Pre-Registration is required by calling the class location at least two business days prior to the start date of class.

Basic Computer Skills & Keyboarding

Need to learn basic computer skills or increase your typing speed. This class is for you. Learn basic computer functions such as creating files and folders, using the mouse, working with windows, and creating work-related documents.

Tuesday - Thursday | 9:00 AM – 12:00 PM | Nash County Senior Center
To sign up for class contact Nash County Senior Center, phone number is 252-459-7681.

69912   11/5 - 12/12   9 AM - 12 PM

Digital Literacy: NorthStar Certification Lab|
Saturday | 9 AM - 12 PM | Continuing Education Building,
Room 8244
Build skills in key areas and demonstrate your knowledge by earning certificates and badges with NorthStar Digital Literacy. Learn how to use the computer and internet in the workplace.

Desarrolle habilidades en áreas clave y demuestre sus conocimientos obteniendo certificados e insignias con NorthStar Digital Literacy. Aprenda a usar la computadora e internet en el lugar del trabajo.

To sign up for class, contact Andrea Giddens at 252-451-8334.

68668   8/17 - 12/14

Digital Literacy: NorthStar Certification Lab
Build skills in key areas and demonstrate your knowledge by earning certificates and badges with NorthStar Digital Literacy. Learn how to use the computer and internet in the workplace.

Monday - Thursday | Braswell Memorial Library
To sign up for class, contact Braswell Memorial Library, phone number is 252-442-1951.

69916	9/3 - 10/17	9 AM - 12 PM
69917	9/3 - 10/17	1 PM - 4 PM
69918	10/21 - 12/12	9 AM - 12 PM
69919	10/21 - 12/12	1 PM - 4 PM

Tuesday & Thursday | First Baptist Church - Middlesex
To sign up for class contact First Baptist Church Middlesex, phone number is 252-235-4740 .

69920   9/3 - 12/5   6 PM - 8:30 PM

Tuesday - Thursday | Nash County Senior Center
To sign up for class contact Nash County Senior Center, phone number is 252-459-7681.

69921	8/20 - 9/19	9 AM - 12 PM
69922	10/1 - 10/31	9 AM - 12 PM
69923	10/1 - 10/31	1 PM - 4 PM
69924	11/5 - 12/12	1 PM - 4 PM

Tuesday - Thursday | Willford Family Resource Center
To sign up for class contact Williford Family Resource Center, phone number is 252-459-7681.

69925   8/6 - 10/3   9 AM - 12 PM

Monday & Wednesday | Willford Family Resource Center
To sign up for class contact Williford Family Resource Center, phone number is 252-459-7681.

69926   8/19 - 12/11   2 PM - 4 PM

Tuesday - Thursday | Spaulding Family Resource Center
To sign up for class contact Spaulding Family Resource Center, phone number is 252-478-5705.

| 69860 | 8/20 - 12/12 | 9 AM - 1 PM |
| 69861 | 8/20 - 12/12 | 2 PM - 5:30 PM |

Human Services Exploration: DSS Caseworker
Designed by the Division of Social Services (DSS), this course provides employability skills training and career exploration for the role of Income Maintenance Caseworker in DSS agencies. Topics will include basic computer skills & keyboarding, workplace success skills, customer service skills, DSS and NC FAST terminology, and navigation skills in the NCFAST software system. This course is linked to Income Maintenance Caseworker - NC FAST and must utilize the state-approved curriculum. To register for Human Service Exploration go to https://tinyurl.com/wdvusbd to fill out the online registration. Students will have to take and pass the Career Readiness Certification before completing the course. The cost of the CRC is $50.00.

Tuesdays & Online | 6:30 PM - 8:00 PM | Continuing
Education Building, Room 8244
Students will need a computer with a camera and microphone in order to participate in the class. All assignments must be completed on Sundays by 11:59 PM.

66914   9/17 - 12/3

Introduction to Cosmetology
Monday & Online | 9 AM - 1 PM |Continuing Education
Building, Room 8162
This course will introduce basic cosmetology concepts. Topics will include safety, first aid, sanitation, public relations, customer service, ethics for successful salon practices and the importance of continuing education pathways to become a specialist in specific areas of the cosmetic art industry.

Dates TBA

Social Media for the Workplace
Gain knowledge in social media technologies. Learn the many different forms of social media, such as Facebook, Linked In, and Instagram. Learn how to use Zoom, Facebook Chat, and other forms of video conferencing tools. Understand what it takes to create a positive social presence and the impact social media has on today's workforce

Tuesday - Thursday | Nash County Senior Center
To sign up for class contact Nash County Senior Center, phone number is 252-459-7681.

69913   8/20 - 9/19   1 PM - 4 PM

LAW ENFORCEMENT TRAINING CLASSES

In-Service Law Enforcement Training
Contact Director Jim Thomas at jhthomas348@nashcc.edu or 252-451-8450 or Lead Coordinator Wayne Lamm at wdlamm231@nashcc.edu or 252-451-8272 for more information.

Basic Law Enforcement Training | DAY Academy begins on August 12, 2024.

Individuals interested in applying for the Day or Night BLET Academy are advised to schedule an interview to complete all required paperwork and testing. Printed packets are available for pick up in the Continuing Education Building, Room 8220.

Deadline for all paperwork August 2,2024.

Day BLET Academy schedule (There are some night time hours - schedule will be given to cadets during orientation)
Monday - Friday | 7 AM - 5 PM

Please contact Director Tim Mehus at **252-451-8489** or tlmehus599@nashcc.edu for a registration packet and to schedule an interview.

PERSONAL ENRICHMENT CLASSES

For registration and course information visit **https://nashcc.edu/admissions/continuing-education**
Printable forms (Important Documents Tab) and Online registration (Search Courses Tab). For more information, contact **coned@nashcc.edu** or 252-451-8216.

COOKING

What To Expect: Great cooking isn't about recipes—it's about techniques. In our classes you'll work together with other students in a fun, hands-on environment led by our chef instructor.
- Classes are generally 3 hours, with instruction and a presentation.
- Hands-on classes are limited and class registration closes 48 hours before class starts.
- You will be standing on your feet, cooking and working for most of the class. Please wear comfortable, closed-toe shoes and have long hair tied back.
- You will enjoy a generous taste of every dish
- Please be aware that classes take place in a culinary lab, where many allergens are used, as well as recipes that may use common allergens.

Culinary Boot Camp| $76.25 | Tuesday | 6:00 PM - 9:00 PM | Business & Industry Building, Room 1163
Join Chef Frank for an amazing culinary boot camp, perfect for beginners or those looking to enhance their skills. With personal guidance and feedback, you'll acquire a comprehensive set of culinary techniques that will elevate your cooking expertise. If you have a favorite knife, please feel free to bring it, otherwise we will have a knife for you. Also, you will need food containers for any leftovers.

Tuesday
69863   8/20 - 10/8

Day 1: Knife Skills:Master safe and efficient knife handling, including selection, care, and various cutting techniques.

Day 2: Stocks & Sauces: Discover the essential five mother sauces and learn how to transform them into a variety of flavorful sauces.

Day 3: Cooking Methods: Explore dry and moist heat cooking techniques such as roasting, grilling, sautéing, and more.

Day 4: **Spices:** Create your own spice blends and condiments like garlic aioli.

Day 5: Starches: Learn to prepare perfect rice dishes and explore exciting potato recipes to elevate your meals.

Day 6: Charcuterie: Experience traditional preservation methods and make your own sausage, gravlax, and bacon.

Day 7: Grains: Discover the benefits of incorporating grains into your diet and try recipes like polenta, risotto, and grits.

Day 8: Garde manger: Understand the distinction between appetizers, amuse bouche, and Hors d'oeuvres, and learn to impress with your entertaining skills.

Culinary Boot Camp (Advanced) | $76.25 |Tuesday | 6:00 PM – 9:00 PM | Business & Industry Building, Room 1163
Attend only the classes you want for one low price. With personal feedback and assistance from Chef Frank, this class will look at several different advanced concepts in the kitchen.
Students need to bring carry-home food containers.
Prerequisite: Culinary Boot Camp.

Tuesday
69864   10/15 - 12/3

Day 1: Egg Cookery: Practice essential egg cooking techniques including scrambled, poached, omelet, and sunny side up.

Day 2: Vegetables: Learn how to select, store, and creatively incorporate nutritious vegetables into your cooking.

Day 3: Proteins: Explore various cooking methods for proteins, including wild game, poultry, and fish, and discover how to use them in meals.

Day 4: Poultry: Master the art of breaking down a chicken and explore versatile poultry recipes.

Day 5: Pie Crust: From scratch, perfect your pie crust-making skills and create a delightful apple pie with lattice work.

Day 6: Breads: Understand the distinction between yeast

breads and quick breads and bake utilizing the different methods of leavening.

Week 7: Pasta by Hand: Learn the art of making homemade pasta and explore making Caccio e Peppe.

Week 8: Pate Choux: Try your hand with this versatile dough and craft your own cream puffs and eclairs.

Cooking with Pumpkins| $60 | Wednesday | 6:00 PM - 9:00 PM | Business & Industry Building, Room 1163
As the crisp autumn air settles in and Halloween approaches, join us in transforming humble pumpkins into mouth watering dishes that celebrate the flavors of the season. Learn how to create savory entrees of Pumpkin Risotto and Pumpkin and Sausage Pasta to delectable desserts Pumpkin Chocolate Chip Cookies and Pumpkin Caramel Bread Pudding.

69869   10/30

Lets Talk Turkey | $60 | Wednesday | 6:00 PM - 9:00 PM | Business & Industry Building, Room 1163
Just in time for Thanksgiving, this class is designed to equip you with the skills and techniques needed to brine, prepare, and transform your turkey into a mouthwatering centerpiece.

69868   11/27

Quick Breads | $60 | Wednesday | 6:00 PM - 9:00 PM | Business & Industry Building, Room 1163
Mastering essential baking techniques. Whether you're looking to impress guests at your next brunch or simply elevate your baking skills, this hands-on cooking class promises to be a rewarding culinary experience. Sign up today and embark on a journey of flavor and creativity!

69866   9/18

Tacos Tacos Tacos! | $60 | Wednesday | 6:00 PM - 9:00 PM | Business & Industry Building, Room 1163
Through the world of Mexican cuisine, participants will delve into the art of crafting the perfect taco. This class will focus on mastering the techniques and flavors behind a variety of tantalizing taco creations. From succulent shrimp tacos to hearty potato, poblano chile, and spinach tacos, there's something for every palate to savor.

69867   8/28

CRAFTS

Knitting/ Crocheting | $75 | Monday | 1:00 PM - 4:00 PM Continuing Education Building, Room 8160
Students of all levels will knit or crochet, read patterns, and become familiar with various types of yarns, needles, and hooks as they gain experience and enjoy creating personal projects, or those offered by the Instructor. Supplies not included.

68728   9/9 - 12/2

Painting | $130 | Tuesday | 6:00 PM - 9:00 PM Continuing Education Building, Room 8261

Learn the basics of acrylic, oil and watercolor painting mediums. Choose the medium that best suits you and learn how to paint using this medium. Within this course, you will learn basic stroke technique, and how to lay out the composition for a paint, color mixing, and other secrets to create clouds, trees, and much more. You will have the opportunity to complete some paintings in one night as well as learn how to draw and paint on your own original works of art. This class is for beginners and intermediate level students.

69931   9/3 - 12/10

Supplies: Basic set of heavy body acrylic paints, oil paints, watercolors, multimedia paint brushes, 11x14 multimedia canvases (4 pack), cup (water/paint thinner), Sea sponge, paper towels/towel, apron.

Pottery (Wheel Throwing/Handbuilding) | $130 | Wednesday 6:00 PM - 9:00 PM | Northern Nash High School

Learn how to throw a bowl, cup, or mug in addition to all forms of handbuilding pottery including pinch, coil and slab. In this class, you will learn how to make a basic pinch pot, coil vase and slab pottery structure and how to combine all three techniques. Carving, incising, embellishments, handles and inlay glaze techniques will also be included in this handbuilding combo course. Learn the basics of pottery and have fun enjoying this primitive art of sculpture.

69932   9/4 - 12/11

Supplies: 25 lb brick of Bella's Blend Clay (can be purchased in class).

Stained Glass | $75 | Thursday | 6:30 PM - 9 PM Continuing Education Building, Room 8261

This course provides instruction in the basic areas of designing a pattern, glass selection, cutting, breaking, grinding, copper foiling, leading and soldering. History, appreciation, evaluation, aesthetics and general concepts from stained glass disciplines will also be introduced. Returning students will work on pieces of their own design to extend and refine the techniques learned in prior classes.

67728   9/12 - 12/5

Tools and Supplies:
Tools are available for classroom use. Glass, copper foil, came, and solder will need to be purchased as class progresses. Instructor will provide information on what is needed and where to find it.

FITNESS

Yoga - Hybrid (C) | $65.00 | Tuesday | 5:30 PM – 6:30 PM | Continuing Education Building, Room 8154

This course is great for those who are new to yoga, as well as intermediate or advanced participants. Students will be introduced to the basic principles of yoga, proper breathing, relaxation techniques, and correct yoga positions. Bring a yoga mat, towel, and water bottle.

69933   8/20 - 12/10

PHOTOGRAPHY

Discover Digital Photography | $75 | Wednesday/Friday | Online

This course is designed for the novice photographer. Learn DSLRs to smartphone cameras and what different equipment is used for. Topics include display methods, sizing, print options, online storage, and how social media factors into digital photography. After completing the course, you will understand how the process of composing photos has changed with the evolving capabilities of digital photography.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Mastering Your Digital SLR Camera | $75 | Wednesday/Friday | Online

Take control of your digital SLR camera. Learn about the many features and controls of your DSLA and lenses you need for the kind of photography you enjoy. Learn about metering, exposure compensation, managing aperture, shutter speed, and ISO. By the end of the course, you will be a DSLR master and will be able to take the photos you've always dreamed of.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Secrets of Better Photography | $75 | Wednesday/Friday | Online

This hands-on course will teach you how to choose the right photographic equipment to compose images with style. You can take your camera out of auto mode after learning about lighting, motion, aperture, shutter speed, and ISO settings. Explore common photography topics, including portraiture, children's photography, pet photography, and digital editing.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Photoshop Elements for the Digital Photographer | $75 | Wednesday/Friday | Online

Bring out the best in your photos! Learn how to use Adobe Photoshop Elements to do everything from quick fixes to detailed enhancements. Master techniques for editing images, fixing flaws, enhancing the final product, creating simple art projects, preparing images for online use, and organizing your images.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

SELF-DEFENSE

IN-PERSON REGISTRATION ONLY

NC Concealed Carry Handgun Course | $65 | Saturday | 8:00 AM - 5:00 PM | Continuing Education Building, Room 8192

This 8-hour course consists of four hours of classroom instruction and four hours of range handgun training by a certified firearms instructor. Topics include handgun safety, shooting fundamentals and practice, ammunition, how to select and store a firearm, and NC laws concerning carrying a concealed handgun. Register early! Only six slots are available in each class. Registration deadline is 12:00 noon on Monday prior to the start date. Eye and ear protection provided or students may bring their own.

67516   9/14
67518   11/9
67519   12/14

Enhance Your Handgun Skills | $50 | Saturday | 8 AM - 12 PM | Continuing Education Building, Room 8192

This four-hour course is taught by a certified firearms instructor in NCC's indoor firing range. Students will gain improved handgun safety and will practice timed-shooting, multiple shooting, and moving target shooting exercises. Registration deadline: 12:00 noon on Wednesday prior to the start date. Eye and ear protection provided.

67521   11/16

*Required at registration: a hard copy of either a Concealed Carry Permit or NRA Basic Pistol course.

*Required for class: Students must bring their own handgun, holster, and 50+ rounds of ammo.

PROFESSIONAL TRAINING CLASSES

To view course information, software requirements and to register, visit **www.ed2go.com/nashcc**. Email questions to **coned@nashcc.edu** or call 252-451-8216.

Accounting Fundamentals | $75 | Online

Learn the basics of double-entry bookkeeping and how to analyze and record financial transactions. In this hands-on course you will get experience with handling accounts receivable, accounts payable, payroll procedures, sales taxes, and various common banking activities.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

A to Z Grant Writing | $75 | Online

Students will gain hands-on experience and knowledge they need to successfully begin the planning process for projects in need of grant funding. An approach to grant seeking begins with thinking about why the funding is needed and involving

the grant applicant's stakeholders in the planning process.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

COSMETOLOGY INSTRUCTOR TRAINING PART I | $186.25
Monday, Tuesday, Wednesday | 8:00 AM – 5:00 PM
Cosmetology Building, Room J116
This course is designed to prepare Cosmetologists to become educators in the field of cosmetic arts. Students will learn to prepare lesson plans, class lectures and presentations, instruct practical skills and will prepare for the State Board exam. Required Documentation at Registration:

1. Current Cosmetology License
2. Valid Driver's License
3. Social Security Card

69706   8/19 - 12/11

Introduction to Interior Design | $75 | Wednesday & Friday | Online
Learn to transform plain living spaces into beautiful and functional rooms. This course will teach you how to design every aspect of a room while taking into account color theory, industry trends, special arrangements, floor plans, design ideas, and interior design basics.

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Nail Technician $186.25 | Monday, Tuesday, Wednesday, Thursday | Cosmetology Building, Room J114
This 332-hr program prepares the manicurist student to sit for the NC Board of Cosmetic Arts exam. Coursework includes instruction and clinical practice in manicures, acrylic nails, and pedicures.

69569 8/19 - 2/6/25 5 PM - 9 PM

Natural Hair Care Specialist $186.25 | Monday, Tuesday, Wednesday |10:00 AM – 6:00 PM |Cosmetology Building, Room J117
This course provides instruction and clinical practice in natural hair care. The course content includes sanitation, bacteriology, disinfection, first aid, shampooing, draping, anatomy, disorders of the hair and scalp, and client consultation.

69701   8/19 - 12/4

Students will learn the following natural hair care techniques: twisting, wrapping, extending, locking, blow-dry, and thermal iron. Natural hair care students must complete required hours in an approved program before applying to the State Board of Cosmetic Arts for examination.

*Notary Public Training | $75
This class is required for individuals seeking a North Carolina Commission for Notary Public. Gain knowledge in general

powers and limitations as well as attestation, certification, proof of execution, and other related duties. Must be 18+ years old, have a high school/HSE diploma, an NC resident, US citizen and have a valid State or Federal picture ID, no felony conviction, no conviction of corruption, malpractice or impeachment.

Monday & Tuesday | 6 PM - 10:00 PM |
Continuing Education Building, Room 8123

67311   8/19 - 8/20
67327   10/21 - 10/22

Friday | 8:30 AM - 5:30 PM | Continuing Education Building, Room 8123

67312   9/13
67330   11/1
67336   12/6

Saturday | 8:30 AM - 5:30 PM | Continuing Education Building, Room 8123

67315   9/21

*Virtual | Monday & Tuesday | 6:00 PM - 10:00 PM
Please note class login information will be e-mailed 2-3 days prior to the class for online classes. Requirements: computer, Zoom, microphone, camera, NC Notary Public Manual, and a valid picture ID. You will be required to purchase Proctortrack software the first night of the class (approx. $12) . Contact coned@nashcc.edu or call 252-451-8216 for your student ID # and email prior to class.

67334   11/18 - 11/19

Warning: A counterfeit Notary Manual is being sold online. You may purchase the NC Secretary of State's authorized edition online at the UNC School of Government or in person at the NCC Campus Store. ***Notary Manual is required.**

eNotary | Thursday | 6:00 PM - 10:00 PM | Continuing Education Building, Room 8244
This 4-hour course prepares a current North Carolina Notary Public to take the examination to become qualified to notarize documents electronically. Must already have NC Notary Public. Bring a valid State or Federal picture ID or DL and eNotary Workbook to class. The **eNotary Workbook is required** and is available at the NCC Bookstore.

67322   10/3

Pharmacy Technician (Blended)
$186.25 | Monday | 6:00 PM - 9:00 PM | Online
Continuing Education Building, Room 8253
This course is designed to provide instruction in the technical procedures for preparing and dispensing drugs in the hospital

and retail setting under the supervision of a registered pharmacist. Upon completion, students should be able to perform basic supervised dispensing techniques in a variety of pharmacy settings and be familiar with the content of the Pharmacy Technician National Certification Exam. Textbook required.

69698   8/20 - 12/16

Phlebotomy | $341.25 | Monday, Wednesday, Friday | Building B, Room 2115
The Phlebotomy program is a certificate program, completed in one semester, that prepares individuals to obtain blood and other specimens for the purpose of laboratory analysis. The program consists of an on-campus Phlebotomy Technology class and an off-site clinical practicum experience. Graduates are eligible to sit for the Phlebotomy Technician certification exam offered by the American Society for Clinical Pathology (ASCP).

69676

Lecture/Class
8/16 - 10/14   MWF   8:00 AM-12:30 PM

Clinical (based on facility availability)
10/15 - 12/11 M-W,F   4:00 AM-5:00 PM
10/17 - 12/12 Th   4:00 AM-2:00 PM

Clinical Perspectives
10/17 - 12/12 Th   3:00 PM-5:00 PM

For more information, please contact Amber Greer at 252-451-8333 or aagreer137@nashcc.edu.

SERVSAFE® Certification | $75 | Monday and Friday | 9:00 AM - 5:00 PM |
This course includes the ServSafe® Certification exam and is designed to cover the basic safe food handling procedures for restaurant and foodservice employees. Recommended:
ServSafe textbook. Required: Test scantron sheet (included with textbook), available in the Campus Store. Pre-register and prepay four (4) business days prior to the start date.

69870   8/12 & 8/16

SERVSAFE® Food Service Sanitation and Safety | $75 | Monday 1st Day of Class (3 hrs) / Wednesday Exam Last Day of Class (3hrs) / Online (10 hrs) / Building G, Room 1169

This course introduces the basic principles of sanitation and safety relative to the hospitality industry. Topics include personal hygiene, sanitation and safety regulations, use and care of equipment, the principles of food-borne illness, and other related topics. Upon completion, students should be able to demonstrate an understanding of the content necessary for successful completion of a nationally recognized food/safety/sanitation exam. Required: Test scantron sheet (included with textbook), available in the Campus Store. Pre-register and prepay four (4) business days prior to the start date.

69927	8/5 - 8/28	M - 8/5 Class will meet in room G 1169 9AM-12PM W - 8/28 Exam on campus 9AM-12PM
69928	9/3 - 9/25	M - 9/3 Class will meet in room G 1169 9AM-12PM W - 9/25 Exam on Campus 9AM-12PM
69929	10/7 - 10/30	M - 10/7 Class will meet in room G 1169 9AM-12PM W - 10/30 Exam on campus 9AM-12PM
69930	11/4 - 11/27	M - 11/4 Class will meet in room G 1169 9AM-12PM W - 11/27 Exam on campus 9AM-12PM

Veterinary Assistant (Blended) |$186.25 | Monday | 6:00 PM - 9:00 PM | Online | Building D, Room 4230
This class is designed for individuals who want to work at a veterinary hospital and those who are already employed in positions in which they provide care for animals. Students will learn about the necessary aspects of veterinary assisting, including anatomy, basic grooming, animal restraint, laboratory sample collection vaccine protocols, prescription preparation, and taking radiographs. Textbook required.

69700   8/19 - 12/16

SMALL BUSINESS CENTER (SBC) SEMINARS

Small business seminars and confidential counseling are at no charge. View the full current seminar schedule, register for seminars, or request business counseling by visiting www.nashcc.edu/sbc. See the links on the right side of the page. For more information call **252-451-8344** or email **rdholloman282@nashcc.edu**.

30 Day Online Marking Makeover
Bob Mackowski, a commercial photographer and marketing expert, will guide you through essential online marketing strategies. Ensuring your business is visible and appealing across various platforms like Google, social media, and your website. Learn about websites, visual marketing, Google Business, email marketing, and other key tools in this comprehensive class.

| 8/20 | T | 5:30 PM - 8:30 PM | Webinar |

ABCs of Starting a Small Business on a Limited Budget
These are the ABCs of how to start a small business combined with winning strategies from low-cost startups. ABCs Starting a Small Business on a Limited Budget is easier now than it
has ever been. In these challenging times everyone from the government to your local banker is trying to help you succeed.

| 11/12 | T | 2 PM – 3 PM | Webinar |
| 11/12 | T | 6:30 PM – 7:30 PM | Webinar |

Canva Graphics Galore
Elevate your brand and marketing efforts with captivating graphics in this Canva session. Discover the secrets to creating stunning visuals, from design basics to leveraging Canva's powerful tools. Get ready to craft eye-catching social media graphics, presentations, and more, regardless of your design experience!

| 9/18 | W | 5:30 PM = 6:30 PM | Webinar |

Content Marketing
Social media requires more than mere presence; full commitment is essential as the era of free exposure ends. Join us for a roundtable discussion on successful and failed strategies, followed by brainstorming innovative approaches. Bob Mackowski will present cutting-edge research on effective tactics and pitfalls to steer clear of.

| 8/27 | T | 5:30 PM - 8:30 PM | |

Crafting Brand Success
The "Crafting Brand Success" seminar is a dynamic and insightful event designed to equip participants with the knowledge and strategies needed to build and sustain successful brands in today's competitive marketplace. This seminar delves into various aspects of brand development, management, and marketing.

| 11/14 | TH | 5:30 PM - 6:30 PM | Webinar |

Dynamite Marketing on a Firecracker Budget for Small Businesses (Low-Cost Marketing)
Unlock over 50 proven strategies to effectively market your business, enabling you to effortlessly connect with customers while keeping costs low.

| 11/26 | T | 2 PM – 3 PM | Webinar |
| 11/26 | T | 6:30 PM – 7:30 PM | Webinar |

Entrepreneurship Academy: Bookkeeping, Forecasting, Negotiating
Discover how mastering your bookkeeping system empowers you as a business leader. Gain insights into invoice analysis and enhancing security protocols within your company. Cultivate a harmonious dynamic among yourself, your bookkeeper, and your accountant, while mastering forecasting and negotiation techniques.

| 10/8 | T | 6 PM - 8 PM | Webinar |

Entrepreneurship Academy: Create a Small Business Plan
Discover how to calculate net profit, create a solid business plan, and master pricing strategies in our six-part course. Graduates receive certificates recognizing their achievements in small business development. Join us to jumpstart, expand, and strengthen your enterprise.

| 9/17 | T | 6 PM - 8 PM | Webinar |

Entrepreneurship Academy: DIY to Starting a New Buiness in 2024
Gain crucial insights on starting and growing your business in 2024, and earn certificates upon completion. Join now to jumpstart your entrepreneurial success!

| 9/10 | T | 6 PM - 8 PM | Webinar |

Entrepreneurship Academy:Find & Engage with New Customer
Focus your marketing on easily reachable seasonal customers to kickstart your business. Keep sales steady with the strategy of "Keeping Fresh Bait in the Water." Learn vital business skills including SEO, mobile web design, Google My Business, and private YouTube channels.

| 10/1 | T | 6 PM - 8 PM | Webinar |

Entrepreneurship Academy: Marketing
Unlock your small business's potential with expert guidance on next steps. Master forecasting, merchandising, and database management for success. Receive individualized support and

learn effective marketing tools like video promotions and guerrilla tactics.

9/24   T   6 PM - 8 PM   Webinar

Entrepreneurship Academy: Taxes, Deal Closing Secret
Get a thorough understanding of record-keeping methods and requirements in this webinar. Gain essential tips and strategies to prevent issues as a business owner. Learn about taxes, fees, licenses, and sales techniques to cultivate Raving Fan Customers for long-term success.

10/15   T   6 PM - 8 PM   Webinar

Finding Your Customer and Creating a Marketing Plan
Learn four methods to define your customer base and identify market size, alongside a program offering five strategies to craft a successful plan for targeting them effectively.

11/19   T   2 PM – 3 PM   Webinar
11/19   T   6:30 PM – 7:30 PM   Webinar

Funding Blueprint: Your Path to Financial Success
Unlock funding opportunities with *Funding Blueprint: Your Path to Financial Success*. Get step-by-step guidance tailored to your business needs. Master loan applications, financial metrics, and alternative funding strategies for success.

9/12   TH   6 PM - 7:30 PM   Webinar

How to Find Customers: Market Research
Learn to find, engage, and retain customers in this fast-paced class. Get a free online reputation report and uncover competitor SEO keywords. Explore modern social media marketing methods and utilize free market research tools for business success.

10/16   W   5:30 PM - 7 PM   Webinar

How to Start a Mobile Food Business
Unlock the potential of food truck businesses with Madison Mundy's expert guidance. Gain essential insights for launching and growing a successful venture. Tap into Mundy's wealth of experience in the food industry during this insightful webinar.

9/23   M   5:30 PM - 7 PM   Webinar

How to Start a Small Business
Embark on your entrepreneurial journey with Nick Hawks as he shares invaluable insights on starting a small business. Learn the fundamental steps, from crafting a solid business plan to navigating legal requirements. Gain the confidence and knowledge needed to turn your business idea into a thriving reality alongside an experienced mentor.

10/2   W   5:30 PM - 7 PM   Webinar

How to Tell Your Story: Crowdfunding
Elevate your crowdfunding campaign with compelling narratives that inspire support and engagement. Learn the art of storytelling in crowdfunding with expert guidance. Discover how to captivate your audience and convey your project's purpose effectively.

8/29   TH   1 PM - 2:30 PM   Room 8255

How to Write a Business Plan
A strong business plan is crucial for achieving financial goals and success. Many entrepreneurs underestimate its significance, but research proves its value, especially for small or growing businesses. Join this webinar and let Nick help you craft a strategic plan for success.

10/9   W   5:30 PM -6:30 PM   Webinar

Marketing Madness
Feeling overwhelmed by marketing options? Join our fast-paced seminar to streamline your approach and boost growth. Learn actionable strategies to attract customers, prioritize tactics, and create a results-driven marketing plan in just an hour!

9/19   TH   5:30 PM - 6:30 PM   Webinar

QuickBooks Online Part I
An introduction to QuickBooks Online: Learn how to set up a new company, record transactions, reconcile bank and credit card statements. Cloud-based accounting made easy with step-by-step explanations and demonstrations.

11/5   T   5:30 PM - 7:30 PM   Webinar

QuickBooks Online Part 2
The intermediate level to Online Quickbooks: Learn how to record transactions, reconcile bank and credit card statements. Cloud-based accounting made easy with step-by-step explanations and demonstration.

11/6   T   5:30 PM - 7:30 PM   Webinar

Roadmap to Success: Creating a Winning Business Plan
"Roadmap to Success: Creating a Winning Business Plan" provides straightforward, step-by-step guidance tailored to your small business needs. This program equips you with the tools to craft a concise, yet comprehensive, three-page business plan efficiently.

12/10   T   2 PM - 3 PM   Webinar
12/10   T   6:30 PM - 7:30 PM   Webinar

Selling Online Today: Market Research
Explore top e-commerce platforms like eBay, Shopify, Amazon, and Etsy, while mastering the art of launching your own online store. Amplify your small business's revenue by tapping into the vast potential of online sales, and discover which platforms best suit your products or services.

10/23   W   5:30 PM - 7 PM   Webinar

Six Keys to Getting a Grip on Your Business:
An Introduction to EOS
Ready to unlock your business's full potential? Join professional EOS implementer Joe Kozubowski in this live event to tackle common frustrations. Learn the six keys to building a great organization, align your team with a clear vision, and instill discipline for powerful results.

10/17   TH   5:30 PM - 7 PM   Webinar

Social Media Brunch
Uncover the latest branding and marketing tactics in today's social media realm at our exclusive luncheon. Learn how to leverage different platforms effectively for maximum impact on your products/services. Elevate your digital presence and connect with your audience like a pro!

9/5   TH   10 AM - 1 PM   Webinar

Treasure Hunt: Finding Funding for Your Small Business
From coins-in-the-couch to loans, grants and Go Fund Me pages, The Treasure Hunt: Finding the Funds to Finance Your Small Business shows the rainbow of funding sources.

12/3   T   2 PM – 3 PM   Webinar
12/3   T   6:30 PM – 7:30 PM   Webinar

TEACHER EDUCATION CLASSES
To view course information, software requirements and to register, visit **www.ed2go.com/nashcc**. Email questions to **coned@nashcc.edu** or call 252-451-8216.

Creating the Inclusive Classroom: Strategies for Success
$75 | Wednesday and Friday | Online

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Understand how to reach the diverse mix of students you face every day with strategies that turn diversity into opportunity. This course provides creative, low-budget strategies for making your inclusive classroom a nurturing, supportive learning environment that helps every student.

Enhancing Language Development in Childhood | $75 | Wednesday and Friday | Online

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Help your children become proficient speakers and thinkers. This course provides ways to stimulate your child's continued speech, brain, and language development in enjoyable, age-appropriate, and natural ways.

Integrating Technology In The Classroom
$75 | Wednesday and Friday | Online

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Gaining the skills educators need to use tools such as wikis, podcasts, and blogs effectively. You will discover simple ways to integrate technology to enhance your subject material and meet your Common Core standards and other course goals. Learn how to design presentations for auditory, visual, and kinesthetic learning styles, how to teach keyboarding and word processing, how to develop standards-based lesson plans and more.

Praxis Core Preparation
$75 | Wednesday and Friday | Online

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

This course will not only prepare you for the Praxis Core but do so in a fun and interesting way. After completing this course, you will be ready to pass the Praxis Core Exam.

Teaching Adult Learners| $75 | Wednesday and Friday | Online

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Learn powerful teaching techniques for reaching and motivating adult learners. Discover educational tools that can help you capture and hold your students' attention.
The Creative Classroom | $75 | | $75 | Wednesday and Friday | Online

8/14-10/14 | 9/11-11/11 | 10/16-12/16 | 11/13-1/13 | 12/18-2/17

Creativity will abound in your classroom as you tap your students' hidden talents. Learn how to use creativity to teach reading, writing, visual arts, performing arts, social studies, science, mathematics, and physical and health education. Develop creative new approaches to field trips, learning labs, activities, exercises, assignments, and evaluation methods. Think beyond the textbook and challenge your students by making your classroom a creative classroom!

TRADES/CONSTRUCTION

For course information and to register online visit www.nashcc.edu/admissions/continuing-education (Search courses tab). For more information email **coned@nashcc.edu** or call 252-451-8216.

Basic Welding Processes | $131.25 | Wednesday | 6:00 PM – 10:00 PM | Building E, Welding Shop

68735   9/4 - 11/20

In ARC welding, students gain knowledge in shielded metal arc (stick) welding process. Welding will be performed on mild steel with emphasis placed on padding, fillet, and groove welds in various positions. In MIG welding, students learn metal arc welding and flux core arc welding processes. MIG topics include shielding gases, fillet, and groove welds. In TIG welding, students learn the gas tungsten arc welding process. TIG topics include correct selection of tungsten, polarity, gas, and proper filler rod. Students will receive training in all three welding techniques**.**

GMAW (MIG) FCAW/Plate| (Concurrent w/ WLD-121-22C) | $186.25 Tuesday/Thursday | NCC Campus Building E, Room 5010

This course introduces metal, arc welding and flux core arc welding processes. Topics include equipment setup and filet and groove welds with emphasis on application of GMAW and FCAW electrodes on carbon steel plate. Upon completion students should be abel to perform fillet welds on carbon steel with prescribed electrodes in the flat, horizontal, and overhead positions.

69892   8/15 - 12/16   T   6PM - 9:40PM
                                         Th 6PM - 9:40PM

Machining Applications I (Concurrent with MAC-141-02C) | $186.25 | Building K, Room 109

69938   8/19 - 12/16   MW 10 AM - 1 PM
                                         T   11 AM - 12:40 PM

This course provides an introduction to a variety of material-working processes that are common to the machining industry. Topics include safety, process-specific machining equipment, measurement devices, set-up and layout instruments, and common shop practices. Upon completion, students should be able to safely demonstrate basic machining operations, accurately measure components, and effectively use layout instruments.

HVAC - OSHA 10-Hour Certification | $198.25 | Monday & Thursday | 6 PM - 9 PM | NCC Campus Building, B Room 2128
Successful completion of this course provides the student with the skills necessary to become a heating and air conditioning technician.

69939   8/19 - 12/12

Topics include worksite safety/OSHA 10-hour certification, operating principles of heating and cooling systems, theory and principles of refrigeration, troubleshooting, servicing, repairing and installing components, and more. Basic computer skills required for the online portion of the class. CFC certification test included. (CFC test fee not included in registration fee). Safety glasses are required.

Residential Electrical Wiring- Blended (Concurrent with ELC-113) | $186.25 | Tuesday 12PM-3:30PM & Online 4-hours/week | Building B Room 2129
This course will provide classroom instruction and hands-on training for property maintenance technicians, tradesmen, and/or homeowners interested in learning residential maintenance and repair.

69940 8/20 - 12/10   T - 12PM - 3:30PM &
                                        Online 4 hours per week

Basic computer skills required for the online portion of the class. Textbook and class tools required. Tools list available in the Continuing Education Department.

Industrial Electrical Wiring - Blended (Concurrent with ELC-115) | $186.25 | Tuesday 6PM - 9:30PM & Online 4-hours/week | Building B, Room 2129
There's a growing demand for electricians in North Carolina. Begin here and now, on the path to an electrician career!

Prerequisite: ELC 111 (Intro to Electricity) or ELC 113 (Residential Wiring) or ELC 131 (Circuit Analysis) or Basic Electrical Wiring

69941   8/20 - 12/10   T - 6PM - 9:30PM & Online 4 hours per week

This course prepares individuals for an entry level general maintenance position responsible for basic troubleshooting of electrically powered equipment. Topics include static electricity, Ohm's law, DC circuits, magnetism, alternating and direct currents, indicators, transformers, capacitors, and electronic components. Upon completion, students will have a basic understanding of electrical circuits and electronic logic.

Online Classes
For more information, go to www.ed2go.com/nashcc or email coned@nashcc.edu or call 252-451-8216.
Cost: $75.00 or more depending on course - Start Dates: 8/14 - 10/14 | 9/11 - 11/11 | 10/16 - 12/16 | 11/13 - 1/13 | 12/18 - 2/17

ART AND DESIGN
Creating WordPress Websites
Designing Effective Websites
Discover Digital Photography
Drawing for the Absolute Beginner
How to Get Started in Game Development
Digital Scrapbooking
Dreamweaver CS6
Illustrator CS6
InDesign CS6
Interior Design
Photoshop CS6

BUSINESS
A to Z Grant Writing
Accounting Fundamentals
Administrative Assistant Applications
Building Teams That Work
Distribution and Logistics Management
Effective Business Writing
Effective Selling
Fundamentals of Supervision and Management
Interpersonal Communication
Introduction to Business Analysis
Introduction to Google Analytics
Introduction to Nonprofit Management
Introduction to Stock Options
Keys to Effective Communication
Keys to Successful Money Management
Leadership
Learn to Buy and Sell on eBay
Six Sigma: Total Quality Applications
Social Media Marketing
Stocks, Bonds, and Investing: Oh, My!
Supply Chain Management Fundamentals

COMPUTER APPLICATION
Microsoft Access 2016
Intermediate Oracle
QuickBooks 2017
Adobe Acrobat X
Crystal Reports
Microsoft Project 2016
Publisher 2010
Oracle

COMPUTER PROGRAMMING
C# Programming
C++ Programming
Java Programming
JavaScript
Python 3 Programming
SQL
Visual Basic

CONSTRUCTION AND TRADES
Manufacturing Applications
Manufacturing Fundamentals

HEALTH AND FITNESS
Explore a Career as a Clinical Medical Assistant
Explore a Career as an Administrative Medical Assistant
Explore a Career in Medical Coding
Explore a Career in Medical Transcription
Explore a Career in Medical Writing
Medical Math
Medical Terminology
Certificate in Mindfulness

HOSPITALITY
Secrets of the Caterer
Start a Pet Sitting Business
Wow, What a Great Event!

INFORMATION TECHNOLOGY
Advanced PC Security
Intermediate Networking
Introduction to Networking
Introduction to PC Security
Understanding the Cloud
Wireless Networking

LANGUAGE
Beginning Conversational French
Beginning Conversational Japanese
Discover Sign Language
Instant Italian

LEGAL
Employment Law Fundamentals
Explore a Career as a Paralegal
Introduction to Criminal Law
Real Estate Law
Workers' Compensation

MATH AND SCIENCE
Human Anatomy and Physiology
Introduction to Algebra
Introduction to Biology
Introduction to Chemistry
Introduction to Statistics
Math Refresher

TEACHER PROFESSIONAL DEVELOPMENT
An Introduction to Task-based Teaching
An Introduction to Teaching ESL/EFL
Content Literacy: Grades 6-12
Homeschool with Success
Integrating Technology in the Classroom
Survival Kit for New Teachers
Teaching Adult Learners

TEST PREP
CompTIA A+ Certification
CompTIA Network+
Certification Prep GMAT Preparation
GRE Preparation
Praxis Core
Project Management Professional (PMP**)**

WRITING
Advanced Fiction Writing
Beginning Writer's Workshop
Fundamentals of Technical Writing
Grammar Refresher
Mystery Writing
Publish and Sell Your E-Books
Research Methods for Writers the Craft of Magazine Writing
Travel Writing

Register and Pay for Ed2go Classes

1. Search for the course at www.ed2go.com/nashcc.
2. Select your online course.
3. Click "Add to Cart" and complete steps to enter the class.
4. Click "Continue to Checkout".

5. Click "Checkout", no payment information will be collected here.
6. At the bottom of the page, click "Enter Classroom".
7. Complete the Continuing Education Registration Form.
8. Pay and register at least 2 business days prior to the start date.

Continuing Education Information

Registration Fee Scale

$ 70.00	1 - 24 class hours
$125.00	25 - 50 class hours
$180.00	51+ class hours
$ 1.25	Class Insurance Fee applies to some Continuing Education classes
$ 5.00	SECCE Fee applies to all classes

Registration fees vary according to total class hours and are set by the North Carolina General Assembly. Class fees are subject to change without notice. Registration fees, which are listed with each class description, do not include the cost of textbooks or supplies. Some classes are offered as self-supporting, meaning the registration fee is determined by total instructional and support costs. No fee-waivers or refunds apply to self–supporting classes.

No Fee for the classes listed below:
- Adult Basic Education / Adult High School Diploma
- High School Equivalency (HSE)
- English As A Second Language (ESL).

Registration and Attendance

Register & pay at least 2 days prior to the start date of class. Students are required to be in attendance for the first class session. As a result of the wide variety of classes offered, the specific attendance requirement varies by class and will include 100/90/80% attendance of total class hours. Students may contact coned@nashcc.edu or 252-451-8216 to confirm the attendance requirement for a Continuing Education class. If a class is canceled or postponed, students who have pre-registered will be contacted prior to the start time of the class**.**

Cancellation Of Classes

Classes may be canceled if a minimum number of students do not pre-register. Pre- Registered students will be contacted and the registration fee will be refunded.

Refund & Withdrawal Policy

100% refund - Student officially withdraws prior to first class.
75% refund - Student officially withdraws prior to, or on, the 10% point.

No Refund applies after the 10% point of total class hours. **No Refund** applies to self-supporting classes.

Books and Supplies

Most courses require a textbook and some supplies. The NCC Campus Store is open Monday - Thursday from 8:00am - 5:00 pm, Friday from 8:00 am - 1:00 pm. For more information, call **252-451-8402**.

Enrollment for Minors (Ages 16-17)

The minimum age to attend a community college in North Carolina is sixteen (16) years old on the first class session.

Tar River Transit Authority
Public Bus Service to Nash Community College
Daily and evening public transit bus service is available to Nash Community College during the week. For more information, visit
http://www.tarrivertransit.org/ or www.nashcc.edu/bus