

Nash Community College

Continuing Education: Non-Credit Courses

Spring Schedule 2025

January 1 - May 15

Pre-registration is required for all classes

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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

Financial Assistance

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

AUTO/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.

70993 - 2/8
70994 - 4/5

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.

70977 2/20
70979 4/24

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

CDL Truck Driver Training | \$4106.25 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.

71110/71111 1/6 - 1/25
71112/71113 2/3 - 2/21
71114/71115 3/3 - 3/25
71116/71117 4/7 - 4/25
71118/71119 5/5 - 5/23

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

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

****IN-PERSON REGISTRATION ONLY****

Printable registration forms are available at <https://nashcc.edu/admissions/continuing-education> (Important Documents tab). For more information, email coned@nashcc.edu or call 252-451-8216.

Escort Vehicle Operator - Initial | \$90 | Thursday - Friday 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.

70974 2/20 - 2/21 TH 8 AM - 12 PM
F 8 AM - 5 PM
70978 4/24 - 4/25 TH 8 AM - 12 PM
F 8 AM - 5 PM

Escort Vehicle Operator – Recertification | \$75 | Friday | 8:00 AM - 12:00 PM | Continuing Education Building, 8261

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.

70995 3/7

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.

70988 1/27 - 1/28
70989 2/17 - 2/18
70990 3/17 - 3/18
70991 4/14 - 4/15
70992 5/19 - 5/20

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.

70983	1/13 - 1/24
70984	2/10 - 2/11
70985	3/10 - 3/11
70986	4/7 - 4/8
70987	5/12 - 5/13

COLLEGE & CAREER READINESS (CCR)

Individuals interested in obtaining an Adult High School Diploma (AHSD) or High School Equivalency (HSE) should contact **252-451-8246, 252-451-8215** 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 ages 16 and older. Minors (ages 16 - 17) must first complete a minor packet and interview prior to registering for orientation.

Orientation & Registration Requirements

1. Space availability is limited and has first come/first served.
2. Complete placement testing before enrolling in College and Career Readiness classes.

Advisement and Placement Procedure The registration process consists of placement testing, then attendance in a Ready, Set, Go Orientation class.

Placement Testing

Testing will be held in the Continuing Education Building, Room 8120. Please bring a photo ID

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

Testing is offered on a first-come/first-serve basis. Please pre-register by visiting www.nashcc.edu/ccr and complete the Initial College and Career Readiness Enrollment Inquiry Form. Testing takes approximately 2 - 3 hours.

Ready, Set, Go Orientation

Ready, Set, Go is a required course that prepares incoming CCR students to be successful in the program. Students will be given useful strategies to help them become successful. They will also be presented with career planning strategies to help them work toward their career goals while/after earning their diploma. After completing Ready, Set, Go, students will be better prepared to achieve success in their CCR courses and beyond.

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.

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. Due to the fast-paced nature of this course, perfect attendance, and adequate placement test scores are required. In-person.

Foundational Adult Basic Education

The Foundational Adult Basic Education program is designed for students with intellectual disabilities. It serves as an extension of the Occupational Course of Study (OCS) activities in the public school system allowing students to continue their education at the community college level. Students receive instruction in math, language arts and specific career pathways. Through classroom instruction and internships, students prepare to find work in the hospitality and food service industry.

ABE I & II 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.

HSE Reading/ Writing

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.

ABE Math

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 Fast Track

Fast Track classes are designed to reinforce skills at a fast pace in preparation for the HiSET ® High School Equivalency Exam. The integrated content includes targeted instruction in all HSE subject areas.

ONLINE

CCR will be offering online programming and classes to include self-paced assignments, and recorded instruction. Important information for CCR online:

- 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, 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

These classes are offered to individuals who want to improve their verbal, reading, and written English skills. Classes are offered at beginner, intermediate and advanced levels. ESL classes are offered at no cost to students.

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

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

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

ESL Beginner Morning/Clases De Inglés Básico
Monday - Thursday | 8 AM - 1 PM
Nash Community College

ESL Intermediate Morning/Clases De Inglés Intermedio
Monday - Thursday | 8 AM - 1 PM
Nash Community College

EI Transitional / Clase De Transición
Wednesday | 6:30 PM - 9 PM
Nash Community College

ESL Off-Site/Community Center Classes

ESL Beginner / Clases De Inglés Básico
TBA
The Migrant Center, Bailey N.C.

COMPUTER TRAINING CLASSES

Concurrent Computer Classes

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

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.

71124 1/8 – 3/5

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

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.

71125 1/8 - 5/12

Introduction to Cybersecurity (C) (Security Concepts) Concurrent with SEC-110-OL60C | \$185 | Online

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.

71130 1/23 - 5/12

Linux/UNIX Single User (C) - Concurrent w/ NOS 120-B01C Hybrid | \$185 Tuesday | 1:00 PM - 2:40/Online | Building D, Room 4222

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

71127 1/8 - 5/12

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

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.

71128 1/8 - 5/12

Word Processing (C) - Concurrent with OST-136-OL60 | \$185 | Online

This course provides an overview of business productivity applications. Topics may include word processing, spreadsheets, and presentation software. Upon completion students should be able to demonstrate proficiency in producing professional business documents.

71131 1/23 - 5/12

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.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

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.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

Designing Effective Websites | \$75 | Online

Learn powerful graphic design techniques and build websites that are both attractive and wickedly effective.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

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.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

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.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

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.

QuickBooks: Online | \$75 | Online

Gain hands-on experience as you master the tools you need to set up a chart of accounts; reconcile your checking account; create and print invoices, receipts, and statements; track your payables, inventory, and receivables; create estimates, and generate reports.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

Wireless Networking | \$75 | Online

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

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

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.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

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

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

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.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

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.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

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.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

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.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

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.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

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 February 3, 2025.

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

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.

- 70263 1/18
- 70265 2/8
- 70266 3/08
- 70267 4/12
- 70268 5/17

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.

EMT Academy I \$202.25 | Monday-Friday | 8:00 - 5:00 | Continuing Education Building, Room 8105

The EMT Academy is an 8-week program meeting Monday through Friday. The course includes a physical training portion. Additional requirements for enrollment.

70255 1/6 - 2/21

EMT Initial | \$202.25 | Blended | Monday & Wednesday (*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.

70256	1/22 - 6/16	MW	6:00 PM - 10:00 PM
		*SSu	8:00 AM - 4:00 PM

EMT ConEd | \$75 | Online

70269	2/1 - 2/28	NCCR Topics
70270	5/1 - 5/31	NCCR Topics

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

Advanced EMT | \$202.25 | Hybrid Wednesday or Thursday Continuing Education Building, Room 8103

Students will complete EMS ride time and clinical time outside of class hours. Placement testing for math and reading, high school diploma/GED and EMT certification are required to register. This course is offered on a flip-flop schedule where students can attend on Wednesday or Thursday

70261	2/26 - 6/18	9:00 AM – 5:00 PM
70262	2/27 - 6/19	9:00 AM – 5:00 PM

**Paramedic Initial | \$202.25 | Hybrid
 Tuesday or Wed, One Saturday and Sunday/ month* |
 Continuing Education Building, Room 8103**

This course is offered on a flip-flop schedule where students can attend Tuesday or Wednesday. One weekend is required each month by all participants. BLS, ACLS, PALS, and ITLS are required to complete Clinical and Field Internship for successful completion of the Paramedic program.

70258	1/21 - 12/13	Tue	9:00 AM – 5:00 PM
70260	1/22 - 12/13	Wed	9:00 AM – 5:00 PM

PARAMEDIC CONED | \$75 | Online

70271	1/2 - 1/31	Trauma Triage, CNS Injury
70272	2/1 - 2/28	Cardiac Arrest, Post Resuscitation Care, Stroke
70273	3/1 - 3/31	Airway / Respiration / Ventilation
70274	4/1 - 4/30	Human Trafficking and Abuse
70275	5/1 - 5/31	Mental Health

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

**EKG Technician | \$202.25 | Monday & Wednesday |
 Continuing Education, Room 8103**

70277	3/3 - 5/14	6:00 PM – 10:00 PM
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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 Incarpenter329@nashcc.edu.

**Emergency Dispatch Academy
 \$185.00 | 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.

70276	2/4 - 5/22
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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 Incarpenter329@nashcc.edu.

**Medical Terminology I (C) - Concurrent w/ OST
 141-OL60C Online | \$130**

This course uses a language-structure approach to present the terminology and vocabulary that will be encountered in medical office settings. Topics include word parts that relate to systemic components, conditions, pathology, and disorder remediation in approximately one-half of the systems of the human body. Upon completion, students should be able to relate words to systems, pluralize, define, pronounce, and construct sentences with the included terms.

71132	1/23 - 5/12
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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.

1/15 - 3/17	2/12 - 4/14	3/12 - 5/12	4/16 - 6/16	5/14 - 7/14
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**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.

1/15 - 3/17	2/12 - 4/14	3/12 - 5/12	4/16 - 6/16	5/14 - 7/14
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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.

1/15 - 3/17	2/12 - 4/14	3/12 - 5/12	4/16 - 6/16	5/14 - 7/14
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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).

1/15 - 3/17	2/12 - 4/14	3/12 - 5/12	4/16 - 6/16	5/14 - 7/14
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*To view course information, software requirements and to register for **Explore a Career Courses and Medical Transcription**, visit www.ed2go.com/nashcc. For more information email coned@nashcc.edu or call 252-451-8216.

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).
 - Must be 18 years of age or older due to the Covid-19 Pandemic clinical site requirements. The clinical sites are requiring the Covid-19 vaccination & weekly test completed at the clinical site.
2. "Checklist Of Requirements" will be completed by a member of the continuing education staff. Students may view the checklist at www.nashcc.edu (Continuing Education, Nurse Aide Tab) or email sswinstead734@nashcc.edu.
3. Registration is open until the class fills up. Classes are limited to 10 slots.

Nurse Aide Level II - Traditional | \$186.25 | Monday, Tuesday, Wednesday | \$186.25 | Blended | Sat/Sun | 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.

71081	1/8 - 4/16	6 PM - 10 PM - Traditional
		6 PM - 10 PM – Clinical
71082	1/18 – 3/16	8 AM - 1:00 PM – Blended
		8 AM - 1:00 PM - Clinical

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.

Nurse Aide Level I - Blended \$186.25

Blended 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.

71078	1/13 - 4/28	MW	8 AM - 12 PM
71079	1/8 - 4/22	TTH	8 AM - 12 PM
71080	1/18 - 3/30	SASU	8 AM - 1 PM
			Clinical 7:30 AM - 12:30 PM

Phlebotomy - \$341.25 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).

70768
 Lecture/Class
 1/8 - 3/5 MWF 8:00 AM-12:30 PM

Clinicals (based on facility availability)
 3/6 - 5/1 M T, Th 4:00 AM-5:00 PM
 3/5 - 4/30 W 4:00 AM-2:00 PM
 3/7 - 4/18 F 4:00 AM-12:00 PM

Clinical Perspectives
 3/5 - 4/30 W 3:00 PM-5:00 PM

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

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 | Tuesday - Thursday 1:00 PM – 4:00 PM | Nash County Senior Center

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

71068 1/7 - 2/6 1:00 PM - 4:00 PM

Digital Literacy: NorthStar Certification Lab| Monday - Thursday | Braswell Memorial Library

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. **To sign up for class, contact Braswell Memorial Library at 252-442-1951.**

71059 1/6 - 2/20 9 AM - 12 PM
 71060 1/6 - 2/20 1 PM - 4 PM
 71062 3/3 - 4/17 9 AM - 12 PM
 71064 3/3 - 4/17 1 PM - 4 PM
 71065 4/28 - 6/12 9 AM - 12 PM
 71066 4/28 - 6/12 1 PM - 4 PM

Digital Literacy: NorthStar Certification Lab| Tuesday & Thursday | First Baptist Church - Middlesex

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. **To sign up for class contact First Baptist Church at 252-235-4740.**

71157 1/14 - 5/15 6 PM - 8:30 PM

Digital Literacy: NorthStar Certification Tuesday - Thursday | Nash County Senior Center

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. **To sign up for class contact Nash County Senior Center at 252-459-7681.**

71073 5/20 - 6/19 9:00 AM - 12:00 PM

Digital Literacy: NorthStar Certification Monday - Thursday | NC Works - Rocky Mount

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. **To sign up for class contact NC Works at 252-467-9300**

71155 1/6 - 5/8 1:00 PM - 4:00 PM

Digital Literacy: NorthStar Certification Lab | Tuesday - Thursday | Spaulding Family Resource Center

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. **To sign up for class contact Spaulding Family Resource Center at 252-303-0541.**

71055 1/7 - 5/8 9:00 AM - 1:00 PM
 71056 1/7 - 5/8 2:00 PM - 5:30 PM

Digital Literacy: NorthStar Certification Lab | Tuesday - Thursday | Williford Family Resource Center

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. To sign up for class contact Williford Family Resource Center r is 252-462-2851

71156 1/7 - 5/8 9:00 AM - 12:00 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://nccforms.nashcc.edu/home/StartAnonymousWorkflow?activityId=229> 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 - 9:30 PM | Continuing Education Building, Room 8244

Students will need a computer with a camera and microphone to participate in the class. All assignments must be completed on Sundays by 11:59 PM.

71163 1/14 - 3/18
71164 3/25 - 6/17

Monday & Wednesday | 6:00 PM - 9:00 PM | Continuing Education Building, Room 8244

71097 1/13 - 3/10
71099 3/24 - 5/21

Internet and Email for the World of Work | Tuesday - Thursday | Nash County Senior Center

Gain the skills needed for researching jobs, government, and educational information. Course content includes the benefits and risks of the internet; navigating and using the information found for work related documents; creating and using email accounts and electronic communication such as blogs, instant messaging, video web conferencing, and social media. To sign up for class contact Nash County Senior Center, phone number is 252-459-7681.

71067 1/7 - 2/6 9:00 AM - 12:00 PM
71070 2/18 -3/20 1:00 PM - 4:00 PM

Document Prep for the World of Work Tuesday - Thursday | Nash County Senior Center

Develop skills needed to create documents such as resumes, cover letters, address labels, memos, form letters, agenda, brochures, business cards, and thank you cards.

71069 2/18 - 3/20 9:00 AM - 12:00 PM
71072 4/1 - 5/8 1:00 PM - 4:00 PM

Social Media for the Workplace Tuesday - Thursday | Nash County Senior Center

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

71071 4/1 - 5/8 9:00 AM - 12:00 PM

Social Media for the Job Search Tuesday - Thursday | Nash County Senior Center

Learn social media no-no's, LinkedIn, Facebook and. Twitter for networking. Learn how you can use social media to achieve your personal and professional goals. To sign up for class contact Nash County Senior Center, phone number is 252-459-7681.

71074 5/20 - 6/19 1:00 PM - 4:00 PM

Introduction to Heavy Equipment Operator | Tuesday & Thursday | Building CE, Room 8162

This course is designed to provide an understanding of the responsibilities of a heavy equipment operator, different types of equipment, and safety practices. Throughout the course, students will get an opportunity to meet local industry leaders and explore career opportunities in the field.

71152 2/4 - 3/20 6:00 PM - 9:00 PM

LAW ENFORCEMENT TRAINING

CLASSES

In-Service Law Enforcement Training

Contact Director Jim Thomas at jthomas348@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 January 21, 2025.

Individuals interested in applying for the Day 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 January 10, 2025.

Day BLET Academy schedule (There are some nighttime hours - schedule will be given to cadets during orientation)

Monday - Friday | 7 AM - 5 PM

Contact Director Tim Mehus at **252-451-8489** or tmehus599@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 1 | \$76.25 | Tuesdays | 6:00 PM - 9:00 PM | Business & Industry Building, Room 1169

Whether just learning how to cook, or just in need of a tune-up, come join us for this fabulous fall culinary boot camp. With personal feedback and assistance from Chef Frank, students will acquire a compendium of skills that will take their culinary expertise to the next level. Students need to bring a chef's knife, a paring knife, and carry-home food containers.

Tuesdays

70629 1/14 - 3/4

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 how to make 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 a Hors d'oeuvres, and learn to impress with your entertaining skills..

Culinary Boot Camp (Advanced) | \$76.25 | Tuesdays | 6:00 PM - 9:00 PM | Business & Industry Building, Room 1169

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.

Tuesdays

70630 3/18 - 5/6

Day 1: Egg Cookery: scrambled, poached, omelet, and sunny side up, we will practice these skills.

Day 2: Vegetables: Add healthy nutrition to your plate with vegetables. Students will learn how to pick and store vegetables, as well as discover new ways to use vegetables in their cooking.

Day 3: Proteins: Learn how different cooking methods affect

proteins. We'll also look into wild game, poultry, fish, and how to use them in meals.

Day 4: Poultry: This class we will learn how to break down a chicken into its components and some recipes that showcase the most versatile of birds.

Day 5: Pie crust: learn how to make a perfect pie crust from scratch and finish the class with an apple pie complete with lattice work.

Day 6: Breads: Students will learn the difference between yeast breads and quick breads and make their own focaccia.

Day 7: Pasta by Hand: Learn to make pasta and explore making Caccio e Peppe.

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

Meal Prep 101 | \$60 | Thursday | 6:00 PM – 9:00 PM | Business & Industry Building, Room 1163

This course introduces the concept of prepping meals for the week. Topics include shopping, mis en place, recipes, preparation, and packaging. Upon completion the student should have a working knowledge on how to prepare and store a week's worth of meals for lunch or dinner.

70627 1/16

Fresh Pasta | \$60 | Thursday | 6:00 PM – 9:00 PM | Business & Industry Building, Room 1163

This course covers a brief history of pasta, and a hands-on knowledge of how to make pasta from scratch. Also covered are sauces, and storage of fresh pasta. Upon completion a student should be able to make pasta with a minimum of equipment as well as an accompanying sauce.

70628 2/6

Sheet Pan Meals | \$60 | Thursday | 6:00 PM - 9:00 PM | Business & Industry Building, Room 1163

This course discusses the one sheet pan meal, its versatility, and practices several different meals. Upon completion students should have knowledge and confidence to plan their own convenient sheet pan meal.

70631 3/20

Wine Tasting | \$60 | Thursday | 6:00 PM - 9:00 PM | Business & Industry Building, Room 1163

This course introduces key wine tasting concepts utilized by wine tasting professionals. Topics include wine color, aroma, flavor, body, finish, red, white, rose, sparkling, dessert wines, sight, smell, and taste. Upon completion, students should be able to understand key aspects of wines, including color, aroma, flavor, body, and finish to determine the differences between red, white, rose, sparkling, and dessert wines.

70632 4/10

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.

70367 2/3 - 4/8

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.

70970 1/28 - 5/6

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.

70976 1/29 - 5/7

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.

70368 2/6 - 4/24

70369 5/22 - 8/14

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.

71133 1/14 - 5/6

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.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

**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 DSLR 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.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

**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.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

**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.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

SELF-DEFENSE

****IN-PERSON REGISTRATION ONLY****

NC Concealed Carry Handgun Course | \$75 | 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.

71165	1/11
71166	2/15
71167	3/15
71168	4/19
71169	5/17

PROFESSIONAL TRAINING CLASSES

**Agricultural Production Certificate Program
Thursday | Continuing Education Building, Room 8255**

In this 96 hour course, students will learn about careers in agriculture, produce and vegetable crops, precision ag, horticulture and gardening, plant protection, farm biosecurity, food safety, good agricultural practices, marketing and farm business planning.

71145	1/23 - 12/11	6 PM - 8 PM
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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.

71109	2/24 - 6/12	3 PM - 9 PM
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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.

71104	1/13 - 4/30
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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, be 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 8242

71008	3/17 - 3/18
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Friday | 8:30 AM - 5:30 PM | Business & Industry Building G, Room 1215

70996	1/10
71004	2/7
71000	3/7
71005	4/25
71006	5/9

Saturday | 8:30 AM - 5:30 PM | Business & Industry Building G, Room 1215

70997	1/25
70999	2/22
71001	3/29
71007	5/24

eNotary | Thursday | 6:00 PM - 10:00 PM | Continuing Education Building, Room 8242

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.

71009	4/10
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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.

71108 1/13 - 5/12

Veterinary Assistant (Blended) | \$186.25 | Monday | 6:00 PM - 9:00 PM | 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.

71105 1/13 - 5/12

SERVSAFE® Food Manager Certification | \$75 | Tuesday and Friday | 9:00 AM - 5:00 PM | Continuing Education Building, Room 8253

The ServSafe® Manager Certification verifies that a manager or person-in-charge has sufficient food safety knowledge to protect the public from foodborne illness. Individuals that successfully pass the 90-question, multiple choice exam will receive a ServSafe® Manager Certification and wallet card. This course is instructed and proctored by an approved National Restaurant Association Instructor. Pre-register and prepay four (4) business days prior to the start date.

70633 3/11 & 3/14

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.

71140

1/6 - 1/29

M - 1/6 Class will meet in room G 1169 9AM-12PM
W - 1/29 Exam on campus 9AM-12PM

71141

2/3 - 2/26

M - 2/3 Class will meet in room G 1169 9AM-12PM
W - 2/26 Exam on campus 9AM-12PM

71142

3/3 - 3/26

M - 3/3 Class will meet in room G 1169 9AM-12PM
W - 3/26 Exam on campus 9AM-12PM

SERVSAFE® Recertification | \$75 | Friday | Continuing Education Building, Room 8253

This is for recertification purposes only. Come review and test in one day. You must have previously passed and received your ServSafe® Certification before recertifying. Answer sheets may be purchased online or through Nash Community College's bookstore.

70634 4/25

ED2GO (Professional Training Classes)

To view course information, software requirements and to register, visit www.ed2go.com/nashcc. For information email 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.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

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.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

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 basic interior design. Dynamite Marketing on a Firecracker Budget for Small Businesses ... There has never been a time that is as easy and economical to do great marketing! In Dynamite Marketing on a Firecracker Budget for Small Businesses you will discover 50+ successful ways to market your business and easily reach customers.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

SMALL BUSINESS CENTER 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 **252-451-8233** or email **rdholloman282@nashcc.edu**.

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.

1/9 TH 2:00 PM - 3:00 PM Online
 1/9 TH 6:30 PM - 7:30 PM Online

Bookkeeping, Forecasting, Negotiating

Learn the many ways understanding your bookkeeping system and reports can help you be a much better business owner / manager. Learn how to analyze an invoice from the bookkeeper's point of view and how to improve security within the business. Keeping the right relationship between you, your bookkeeper and your accountant.

4/1 W 6:00 PM - 8:00 PM Online

Crafting Brand Success

Crafting brand success involves a deep understanding of your target audience and the unique value your brand offers. By consistently delivering authentic experiences and building strong relationships, you can foster loyalty and drive sustainable growth.

3/20 TH 5:30 PM - 6:30 PM SBC Office 1206

3/27 TH 5:30 PM - 6:30 PM SBC Office 1206

Crafting your Winning Elevator Pitch

Join us for the "Crafting Your Winning Elevator Pitch" webinar, where you'll learn how to create a concise and compelling pitch that captures attention and opens doors. Discover practical tips and techniques to effectively communicate your unique value and make a lasting impression in any networking situation

3/6 TH 5:30 PM - 7:30 PM Online
 3/13 TH 5:30 PM - 7:30 PM Online

Create a Small Business Plan

Join our six-part course, "How to Jump Start, Expand & Strengthen Small Business Enterprises," at the Academy of Entrepreneurs and Associates. Over 12 hours, you'll learn to estimate revenues, create a solid business plan, and understand Fair Market Value. Gain valuable skills and receive certificates upon completion

3/11 TU 6:00 PM - 8:00 PM Online

Bookkeeping, Forecasting, Negotiating

Learn the many ways understanding your bookkeeping system and reports can help you be a much better business owner / manager. Learn how to analyze an invoice from the bookkeeper's point of view and how to improve security within the business. Keeping the right relationship between you, your bookkeeper and your accountant.

4/1 W 6:00 PM - 8:00 PM Online

DIY – Starting a New Business in 2025

Join Steve Carver, a seasoned entrepreneur for a free, interactive course on launching and expanding small businesses in 2024. Over six sessions, you'll learn essential strategies, from identifying profitable products to enhance self-confidence and developing business skills.

3/4 T 6:00 PM - 8:00 PM Online

Dynamite Marketing on a Firecracker Budget

Dynamite Marketing on a Firecracker Budget for Small Businesses. There has never been a time that is as easy and economical to do great marketing! In Dynamite Marketing On a Firecracker Budget for Small Businesses you will discover 50+ successful ways to market your business and easily reach customers

1/23 Th 2:00 PM - 3:00 PM Online

Dynamite Marketing on a Firecracker Budget

Dynamite Marketing on a Firecracker Budget for Small Businesses ... There has never been a time that is as easy and economical to do great marketing! In Dynamite Marketing on a Firecracker Budget for Small Businesses you will discover 50+ successful ways to market your business and easily reach customers.

1/23 Th 6:30 PM - 7:30 PM Online

Find & Engage with New Customer

Jumpstart your business by targeting "easy to reach" customers for continuous sales. Master eight key 'street smart' skills, including SEO and Google My Business, to boost visibility. Keep fresh bait in the water for ongoing orders and engagement!

3/25 TU 6:00 PM - 8:00 PM Online

Finding Customers and Creating a Marketing Plan

"Finding Your Perfect Customer and Creating a Marketing Plan" guides you in identifying your ideal customer and understanding the market demand for your idea. With four customer descriptions and five strategies for crafting an effective marketing plan, you'll be equipped to reach your target audience successfully.

1/16 TH 2:00 PM - 3:00 PM Online

1/16 TH 6:30 PM - 7:30 PM Online

Grant Writing: Brunch and Learn

Join us for "Grant Writing: Brunch & Learn," a dynamic event where you'll enjoy delicious food while mastering the essentials of grant writing. Whether you're a beginner or looking to refine your skills, this interactive session will equip you with practical tips and strategies to secure funding for your projects

4/17 TH 9:00 AM - 10:30 AM Station Square

Marketing

Join us for a dynamic program designed to elevate your business strategy! Discover a step by-step process for enhanced forecasting and merchandising skills. You'll learn how to create, maintain, and utilize a simple database for your customers' contact information. Each week, receive individualized assistance and valuable tips to help you refine your business plans. Plus, explore 8 new 'street smart' business skills, including how to create your own video promotions and leverage various marketing tools, including websites. Get ready to take your business to the next level

3/18 TU 6:00 PM - 8:00 PM Online

Marketing Madness

Feeling overwhelmed by marketing options? This fast-paced seminar cuts through the clutter, equipping small business owners and marketers with actionable strategies to attract customers and boost growth. Learn how to prioritize tactics, leverage free tools, and create a marketing plan that gets results - all in an hour

2/19 W 5:30 PM - 7:00 PM Online

Power of H.E.R.

The 3rd Annual Power of H.E.R. Summit empowers women entrepreneurs and leaders to elevate their businesses with purpose and impact. Celebrating Women's History Month, the theme "Scaling with Purpose and Impact" emphasizes mindful growth to achieve success and positively influence communities

3/1 Sat 9:00 AM - 12:00 PM CE Room 8123

QuickBooks Online

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

2/5 W 5:30 PM - 7:30 PM Online

2/6 TH 5:30 PM - 7:30 PM Online

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.

2/6 TH 2:00 PM - 3:00 PM

Online

2/8 TH 6:30 PM - 7:30 PM

Online

Social Media Power Hour: All About IG

Join us for an engaging workshop that reveals how to build your brand and boost sales on Instagram through effective storytelling, buzz generation, and influencer collaborations. Bring your device for hands-on activities as we dive into hashtags, essential business tools, and strategies to turn followers into customers

4/3 TH 5:30 PM - 7:00 PM Online

Social Media Power Hour: Learn to Love LinkedIn

Join us for an empowering workshop that will help you harness the power of LinkedIn to enhance your professional presence and expand your network. Learn how to optimize your profile, connect with industry leaders, and showcase your skills through hands-on activities designed to elevate your LinkedIn game!

4/10 TH 5:30 PM - 7:00 PM Online

Social Media Power Hour: The Power of Pinterest

Join us for an insightful workshop that explores how to harness the power of Pinterest to elevate your brand and drive traffic to your business. Discover strategies for creating captivating pins and optimizing your boards, with hands-on activities to enhance your Pinterest skills

4/8 TU 5:30 PM - 7:00 PM Online

Social Media Power Hour: The Science of FB

The Science of Facebook: you DON'T have to pay to play! Learn the latest strategies for using Facebook to market your business: what's new and why it's important; the difference between a Facebook profile, a page, business manager and ads manager. Learn how to leverage groups, events and much more.

4/1 TU 5:30 PM - 7:00 PM Online

Taking the Leap into Salon/Booth Renting

The Suite Life with Adria Blue is a workshop for licensed professionals in Barbering, Cosmetology, Esthetics, Nail Technology, and Natural Hair Care, including current students, to help them start their own businesses. Participants will learn about salon management and receive a completion certificate with 4 CEUs.

1/27 M 9:00 AM - 11:00 AM Online

1/28 M 9:00 AM - 11:00 AM Online

Tax Break: Lunch and Learn

Join us for a lunch and Learn session on tax breaks, where you'll discover valuable strategies to maximize your deductions and boost your savings. Enjoy a delicious meal while gaining insights from experts to help you navigate the complexities of tax benefits.

1/28 M 9:00 AM - 11:00 AM Rocky Mt Chamber

Taxes, Deal Closing Secret

This class provides an overview of record-keeping requirements, taxes, fees, and licenses essential for new business owners, along with "need to know" tips for avoiding common problems. Gain professional sales strategies to plan, negotiate, and close deals, building a loyal customer base of "Raving Fan Customers" for long-term success.

4/8 TU 6:00 PM - 8:00 PM Online

Treasure Hunt: Find Funding for Your 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.

1/30 TH 2:00 PM - 3:00 PM Online

1/30 TH 6:30 PM - 7:30 PM Online

Visual Vibes with Canva

Dive into a world of creativity with Canva, where designing stunning visuals is as easy as dragging and dropping! Unleash your artistic flair with a vast library of templates and tools that empower you to create eye-catching graphics, presentations, and social media posts in no time.

2/12 W 9:30 AM - 11:00 AM SBC Office 1206

ED2GO 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

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.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

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

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.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

Integrating Technology in The Classroom

\$75 | Wednesday and Friday | Online

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.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

Praxis Core Preparation

\$75 | Wednesday and Friday | Online

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.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

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

Learn powerful teaching techniques for reaching and motivating adult learners. Discover educational tools that can help you capture and hold your students' attention.

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

The Creative Classroom | \$75 | \$75 | Wednesday and Friday | Online

Creativity will abound in your classroom as you tap into 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!

1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14

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

In ARC welding, students gain knowledge in the 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 gasses, 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.

70950 2/5 - 5/7

Inspection & Testing (C) | \$186.25 | Wednesday | 6:00 PM – 10:00 PM | Building E, Welding Shop

This course introduces destructive and non-destructive testing methods. Emphasis is placed on safety, types and methods of testing, and the use of testing equipment and materials. Upon completion, students should be able to understand and/or perform a variety of destructive and non-destructive testing processes.

71139 1/9 - 5/8

HVAC - OSHA 10-Hour Certification | \$198.25 | Monday & Thursday | 6 PM - 9 PM | NCC Campus Building, B Room 2148

Successful completion of this course provides the student with the skills necessary to become a heating and air conditioning technician. 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.

70941 1/13 - 5/12

Residential Electrical Wiring (C) - Blended - Concurrent with ELC-113 | \$186.25 | Tuesday 6:00 PM - 10:00 PM & Online Building B Room 2148

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.

71134 1/14 - 5/6 6 PM - 10 PM (Tue)

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 (C) - Blended - Concurrent with ELC-115 | \$186.25 | Tuesday 12:15 PM - 4:15 PM & Online Building B, Room 2148

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

There's a growing demand for electricians in North Carolina. Begin here and now, on the path to an electrician career! 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.

71135 1/14 - 5/6

Machining Applications I (C) - Concurrent with MAC-141 \$186.25 | Monday & Wednesday 6 PM - 10 PM | Building K, Room 109

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.

71136 1/8 - 5/7

Programmable Logic Controllers (C) - Blended - Concurrent with ELN-260 | \$186.25 | Monday 6 PM - 8:40 PM & Online Building K, Room 117

This course provides a detailed study of PLC applications, with a focus on design of industrial controls using the PLC. Topics include PLC components, memory organization, math instructions, documentation, input/output devices, and applying PLCs in industrial control systems. Upon completion, students should be able to select and program a PLC system to perform a wide variety of industrial control functions.

71138 1/13 - 5/9

Blueprint Reading (C) - Blended - Concurrent with BPR-111 | \$131.25 | Monday 6 PM - 8 PM & Online Building K, Room 109

This course introduces the basic principles of print reading. Topics include line types, orthographic projections, dimensioning methods, and notes. Upon completion, students should be able to interpret basic prints and visualize the features of a part or system.

71137 1/8 - 5/7

Introduction to Heavy Equipment Operator | \$131.25* | Tuesday & Thursday | Building CE, Room 8162

This course is designed to provide an understanding of the responsibilities of a heavy equipment operator, different types of equipment, and safety practices. Throughout the course, students will get an opportunity to meet local industry leaders and explore career opportunities in the field.

* This is an HRD class which is at no cost for adults who are unemployed, underemployed, and seeking employment.

71152 2/4 - 3/20 6:00PM - 9:00 PM

Basic Life Support (BLS) Healthcare Provider CPR \$43 | Wednesday | 6 PM - 8:30 PM | Continuing Education Building, Room 8162

This 2 night course teaches American Heart Association Basic Life Support (BLS) for healthcare provider standards. Adult, child, and infant CPR/AED will be taught.

71153 2/5 - 2/12

OSHA Forklift | \$98.25 | Wednesday 6 PM - 9 PM Building CE, Room 8162

This course provides instruction on the operation and maintenance of an industrial forklift. Core topics include forklift design, controls and instrumentation, pre-use inspection, safety awareness, and forklift stability. This course meets the training requirements for related Occupational Safety and Health Administration (OSHA) regulations.

71154 2/19 - 3/19

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: 1/15 - 3/17 | 2/12 - 4/14 | 3/12 - 5/12 | 4/16 - 6/16 | 5/14 - 7/14**

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 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 the 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 email coned@nashcc.edu or call 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