

Cape Fear Community College



Continuing Education Course Schedule

SUMMER 2011

Register Now!

**courses offered from
June-August 2011**

(910) 362-7170

www.cfcc.edu/ce

FEATURING:

NEW CONTINUING ED PROGRAMS P2-3
PUBLIC HEALTH P7
COMPUTER COURSES P11-12
ONLINE - ED2GO COURSES P12
SMALL BUSINESS CENTER CLASSES P17
LEISURE/RECREATIONAL P20



Cape Fear
COMMUNITY COLLEGE

CFCC Continuing Education Course Fees, Payment Options and Withdrawal/Refund Policy

COURSE FEES

Registration fees are set according to the number of hours a class is scheduled. Students may also be required to purchase a textbook and supplies. Course cost for all Basic Skills and Small Business Center classes are FREE. Human Resource Development (HRD) classes are free for qualifying students. NC citizens who are 65 years of age or older may also qualify for a tuition fee waiver for one occupational extension course per semester.

Occupational extension courses are designed for the specific purposes of training individuals for employment, upgrading the skills of persons presently employed, and retraining others for new employment in occupational fields.

Fees for Occupational Extension Courses
0 to 24 hours: \$65* 25 to 50 hours: \$120* 51+ hours: \$175*

**Students enrolling in the same occupational class more than two times may be charged a higher tuition fee based on actual class contact hours.*

Personal Enrichment and Community Service courses are designated as self-supporting. Fees for self-supporting classes are set by CFCC and vary by topic.

Additional Charges to Students:

\$5 technology fee for all computer/technology based courses.

\$3 parking/security fee for each on campus class. Basic Skills, Law Enforcement, HRD, EMT, and Small Business Center students are exempt from this fee.

**FOR MORE INFORMATION
AND CAMPUS DIRECTIONS
CALL (910) 362-7170
WWW.CFCC.EDU/CE**

REGISTRATION/PAYMENT OPTIONS

Students may use one of three options for registration and payment:

1. Fill out the registration form and turn it into the appropriate location – BIG Center, North Campus or Burgaw Center. The student should pay for the class at the same time. Payment should be in the form of a check, money order or credit card.
2. After getting permission from the appropriate contact person as listed in the schedule, the student can arrive 10 minutes before the scheduled start of the class and complete the registration form and pay for the class. When a student pays at the first class meeting, he/she should pay with a check or money order. Credit card payments are not accepted in class and cash payments are discouraged.
3. Online registration and payment is available through the CFCC website. The student should go to www.cfcc.edu, click on WebAdvisor and then click on Continuing Education. Currently, this option is only available for a limited number of classes. Students can contact the appropriate person as listed in the schedule to find out if this option is available for their particular class.

WITHDRAWAL AND REFUND POLICY

To be eligible for a refund, students must officially drop the class before the start date. The student must withdraw from the class and request a refund in writing via email, fax or personally delivering the request to a staff member in the Continuing Education office.

Refunds are given as follows:

1. A 100% refund shall be made when a student officially withdraws from the class prior to the first class meeting by submitting a written request.
2. A 75% refund shall be made when a student officially withdraws from the class during the first 10% of scheduled hours for the class by submitting a written request.
3. A full refund shall be made for classes canceled by the College. Students do not have to request a refund.

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Class Title		
Price of Class		
Department Phone		
Class Description - a brief summary of the class.		
<i>Dates</i>	<i>Days</i>	<i>Times</i>
<i>Location</i>	<i>Building/Room</i>	<i>Class Hours</i>



to the Continuing Education Department of Cape Fear Community College. Our goal is to exceed your expectations in bringing you the best educational experience possible.

Our faculty and staff strive to provide accessible, first-rate courses and exceptional services to all of our constituents. We promote lifelong learning and economic development by providing quality workforce training, literacy education, and personal enrichment opportunities.

We offer a wide variety of programs and classes to meet student, community, and industry needs including:

- Computer Certification Training
- Start your own Business, Customer Service, Marketing
- Nurse Aide and EMS Training
- Pre-Exam & Licensing: Building Inspection, HVAC
- ISO, Lean Manufacturing
- Home Schooling, Early Childhood Development
- GED, Employability Skills
- And more...

If you have questions or suggestions as to how we may better serve you, please let me or any member of the Continuing Education staff know by calling (910) 362-7170. Thank you for considering CFCC to meet your educational and training needs.

Clarence L. Smith
 Dean of Continuing Education

NEW CONTINUING EDUCATION PROGRAMS



Introducing Career Ready 101

Career Ready 101 expands on the original Keytrain program which prepares students for their Career Readiness Certificate. Along with Applied Math, Locating Information, and Reading for Information coursework, this new program offers students the opportunity to take online courses in Career Exploration and Preparation, Financial Literacy, and Career Skills (e.g. Job Search, Communication, Work Ethics, Workplace Effectiveness, Business Etiquette). Since these courses are available online, you can work around your busy schedule anytime of the day or night wherever you have Internet access. If you don't have the time or money for expensive career workshops, this is for you. The fee is waived for un- or under-employed students and you can complete the program at your own pace. If you are interested, please contact Mary Wood at 910-362-7050 or via email marywood@cfcc.edu.

New Paralegal Review Course for NCCP Examination

The NCCP Examination Review Course is designed to assist paralegal students and working paralegals with preparing for the North Carolina Certified Paralegal Examination. The first offering of the 8-hour NCCP Exam Review Course will be scheduled for a Saturday in September—just in time to prepare you for the October 1st exam. Taught by an experienced legal instructor, this course will provide a comprehensive NCCP examination review. Course details will be posted at: www.cfcc.edu/ce or contact Kris Tedder at 910.392-7617 or ktedder@cfcc.edu for more information.

NEW CONTINUING EDUCATION PROGRAMS (CONTINUED)

Attention Tax Professionals

The IRS requires “unenrolled” tax preparers (those who are not CPA’s, attorneys, or enrolled agents) to meet new standards. CFCC has partnered with The Income Tax School to provide you with a series of online tax preparation courses to prepare you to pass the competency exams and fulfill CPE requirements.

The first course in the series, IRS Review I Course (30 hours), will provide you with the tax knowledge needed to pass the IRS Exam I for individual returns. CFCC will have this online course included in the Fall 2011 schedule. Course details will be posted at www.cfcc.edu/ce or contact Kris Tedder at 910.362.7617 or ktedder@cfcc.edu for more information.



Announcing Pre-Employment Testing Services

CFCC is now offering pre-employment assessment testing services to local business as well as to individual job candidates. CFCC has licensed a series of professionally developed, properly validated, pre-employment skills tests. These tests comply with EEOC and UGESP guidelines, therefore increasing the objectivity of your company’s hiring process. The test portfolio includes: math and verbal skills, typing, ten key data entry, Microsoft applications, general computer literacy, and internet knowledge.

CFCC offers a flexible and cost-effective method to quickly implement pre-employment, job-related testing at your business. For more information on how to use the CFCC pre-employment testing services for your next hire, contact Kris Tedder at 910-362-7617 or ktedder@cfcc.edu.

New Course for Certified Medical Coders

AAPC and AHIMA suggest that all certified coders take a refresher course for Medical Terminology & Anatomy/Physiology before taking the ICD-10 certification test. CFCC continuing education will offer a condensed combination class starting in spring 2012. There will be online and seated classroom options. For more information and to pre-register, please contact Tammie Parris at tparris@cfcc.edu or call 910-362-7196.

BASIC LITERACY SKILLS

Adult Basic Education (ABE)
 – FREE – 362-7179 or 362-7141

The ABE program is designed for persons 16 years or older who function below the ninth grade level. Students currently enrolled in public schools must officially withdraw from high school prior to enrolling. Interested individuals who are 16 and 17 years of age must also provide a notarized parental consent form. All students must provide picture ID & Social Security card to register. A parent or guardian must accompany minors 16 or 17 to register. Students receive individual instruction in basic math, language, and reading. Once a student has built his/her skills up to the ninth grade level, he/she can enter into either the AHS or GED program. Day and evening classes are conveniently located at “on” and “off” campus sites throughout New Hanover and Pender Counties. Please call for site locations. This program is free of charge.

Registration dates* for Fall 1 and Fall 2 sessions

05/02	9a
05/16	6p
06/06	9a
06/20	6p
07/11	9a
08/01	6p
08/15	9a
09/12	6p

Wilmington Campus – C Building – Room C111

*A two day, mandatory orientation session follows each registration. Please call or refer to our website for orientation dates and times.

ABE students may register at an “off” campus site any time during a session and begin classes immediately. Call for class locations and times.

Adult High School Diploma (AHS) – FREE – 362-7182 or 362-7290

The AHS program is designed for anyone who is 16 years or older functioning at the ninth grade level or above and who wishes to earn a high school diploma. Students currently enrolled in public school must officially withdraw from high school prior to enrolling. In addition, interested individuals who are 16 or 17 years of age must also provide

a notarized parental consent form.

All students must provide picture ID & Social Security card to register. A parent or guardian must accompany minors 16 or 17 to register.

Evening courses are only at the CFCC Wilmington Campus and Burgaw Center.

Classes are held 5:30p-9:30p M-Th. Online classes are available to students who meet eligibility requirements. Once enrolled, a student does not have to attend registration unless he/she has missed two consecutive sessions. This program is free of charge.

Registration dates* for Fall 1 and Fall 2 (Class start dates 08/01 and 10/10)

Registration begins promptly at 4:45 PM

05/20

06/17

07/08

Wilmington Campus – C Building – Room C111

*A two day, mandatory orientation session follows each registration. Please call or refer to our website for orientation dates and times.



General Education Development (GED) – FREE - 362-7179 or 362-7141

The GED program is designed for anyone who is 16 years or older functioning at the ninth grade level or above and who wishes to earn a GED. Students currently enrolled in public schools must officially withdraw from high school prior to enrolling. Interested individuals who are 16 or 17 years of age must also provide a notarized parental consent form. All students must provide picture ID & Social Security card to register. A parent or guardian must accompany minors 16 or 17 to register. Day and evening classes are conveniently located at “on” and “off” campus sites in New Hanover and Pender Counties. Online classes are available for students who

meet eligibility requirements. Please call for site locations. This program is free of charge.

Registration dates* for Fall 1 and Fall 2

sessions

05/02	9a
05/16	6p
06/06	9a
06/20	6p
07/11	9a
08/01	6p
08/15	9a
09/12	6p

Wilmington Campus – C Bldg – Room C111

*A two day, mandatory orientation session follows each registration. Please call or refer to our website for orientation dates and times.

GED students may register at an “off” campus site any time during a session and begin classes immediately. Call for class locations and times.

English as a Second Language (ESL) – FREE - 362-7184

The ESL program is designed for persons 16 years or older and whose native language is not English. Students currently enrolled in public school must officially withdraw from high school prior to enrolling. In addition, interested individuals who are 16 or 17 years of age must also provide a notarized parental consent form. A parent or guardian must accompany minors 16 or 17 to register. Instruction focuses on English skills that will enable students to interact effectively in the community, workplace, or higher education. Day and evening classes are conveniently located at “on” and “off” campus sites throughout New Hanover and Pender Counties. Online classes are available to students who meet eligibility requirements. Please call for site locations. Bring ID with correct spelling of name. This program is free of charge.

Registration dates* for Fall 1 session

05/23	6p
06/27	6p
07/18	6p

Registration dates* for Fall 2 session

08/22	6p
09/19	6p

*All registrations are located in the C building at 3rd and Bladen Streets

Compensatory Education Development (CED) – FREE - 362-7349

Compensatory Education is a program designed for person 17 years or older with traumatic brain injury or developmental, cognitive, or intellectual disabilities.

Instruction is designed to help individuals with reading, life skills, money management, community living, health and hygiene, problem solving, and vocational skills. The goals of this program are to help individuals acquire basic skills and abilities needed to become more independent and self-directed and to meet and manage community, social work, and personal adult responsibilities.

Day courses are available. Please call for registration information and class locations.

HUMAN RESOURCES DEVELOPMENT (HRD)

The Human Resources Development (HRD) Program is designed for individuals who wish to become more marketable by upgrading their employability skills.

Tuition will be waived if you meet ONE of the following criteria:

- Unemployed
- Received notice of pending layoff
- Working and earn wages at or below 200% of the federal poverty guidelines
- Working and eligible for the Federal Income Tax Credit

Year Round, ongoing classes are offered that include:

Basic Computer \$120 362-7324 (tuition waived if HRD eligible)

This course is designed to familiarize individuals with today's most in demand programs such as Word, PowerPoint, and Excel. Students will also learn how to explore the internet and set up an email account.

5/26-7/7 TuTh 6p-9p
6/2-7/5 TuTh 8:30a-12:30p

7/12-8/11 TuTh 8:30a-12:30p
7/14-8/25 TuTh 6p-9p
BIG Center 39 hrs.

Keyboarding \$65 362-7324 (tuition waived if HRD eligible)

This course is designed to familiarize students with the keyboard and the importance of professional writing in the world of work. Topics will include business letters and proper e-mail etiquette.

5/28-7/16 Sa 9a-12p
7/30-9/17 Sa 9a-12p
BIG Center 23 hrs.

Rising to Success \$175 362-7324 (tuition waived if HRD eligible)

Designed for individuals looking for work, this course assists in resume writing, interviewing skills, and such life skills as time management and team building. Also, the main office computer programs being used today are reviewed.

4/4-4/29 MTuWThF 8:30a-2:00p 95 hrs.
5/2-5/27 MTuWThF 9a-2:30p 100 hrs.
5/31-6/24 MTuWThF 9a-2:30p 95 hrs.
6/27-7/22 MTuWThF 9a-2:30p 95 hrs.
7/25-8/19 MTuWThF 9a-2:30p 100 hrs.

Class locations rotate throughout the neighborhood community centers.



CAREER PATHWAYS ACADEMIES

These learning opportunities are designed for individuals who are unemployed or underemployed who want to explore opportunities in the areas of Skilled Trades, Office Administration, Masonry or Allied Health.

All students will participate in common areas such as employability skills, computer skills, and budgeting. Pre-registration is required for all academies.

Career Pathways Academy - Skilled Trades 362-7604

(tuition waived if HRD eligible)

This is a 12-week training program which will provide students with hands on training in carpentry, electrical wiring, plumbing, and HVAC in addition to the general training included in the academy. Class times are extended until 4:00 or 4:30 pm during the first week.

5/16-8/10 MTuWThF 8:30a-3p
Wilmington Campus 354+ hrs.

Career Pathways Academy - Office Administration 362-7604

(tuition waived if HRD eligible)

This is a 9-week training program which will provide students with hands on training in all aspects of the office environment, including computer skills, customer service, business writing, etc. in addition to the general training included in the academy.

5/31-7/29 MTuWThF 8:30a-2p
Wilmington Campus 213+ hrs.

Career Pathways Academy - Health Sciences 362-7604

(tuition waived if HRD eligible)

This is a 10-week training program which will provide students with an overview of several allied health professions, such as Nurse, Nurse Aide, EMT, Phlebotomist, Radiologist, Occupational Therapy Assistant, Dental Assistant and Dental Hygienist. Students will also learn basic medical terminology, as well as anatomy and physiology.

5/23-7/29 MTuWThF 8:30a-2p
BIG Ctr & Wilm. Campus 225+ hrs.

**CAREER READINESS
CERTIFICATION PROGRAM**

**Need A Job? Career Change?
Prove your skills to potential
employers – get a CRC.**

To obtain a CRC three WorkKeys assessments are required (Applied Mathematics, Reading for Information and Locating Information). If you meet the same criteria as described under the Human Resources Development program, the pre-assessments and training fees are waived. Each WorkKeys assessment is \$10. No fee waivers are available for assessments.

**Employability Lab
362-7050 (tuition waived if HRD eligible)**

This open entry/open exit course is designed for individuals who are interested in obtaining their Career Readiness Certificate. All students will start by setting their career goals and taking the pre-assessments needed for their particular career choice. If skills gaps are identified, students will then go through a customized training program available through the KeyTrain system. Students can choose a classroom setting or working at home. \$175 – if not eligible for fee waiver.

Ongoing Tu 3:30p-8:30p
F 8a-5p

C Building

**CORPORATE & CUSTOMIZED TRAINING
Call Bill Kawczynski at 362-7909 for more information.**

Partner with Continuing Education for customized courses for your company. We listen and evaluate your needs. Your training program is customized and delivered to accommodate your work schedule. Classes can be held on-campus or at your work site. Training is job-relevant, interactive, and focuses on increased employee productivity.

Business

Local businesses such as Time Warner Cable, Invista, and Cincinnati Thermal Spray have taken advantage of the diverse customized programs available through Continuing Education.

Industry

Ask about our Customized Training Program. This program allows companies with relatively few employees, or companies who need highly specialized training to utilize the quality, affordable services of Cape Fear Community College. Satisfied customers include: Corning, GE Hitachi, Sturdy Corporation, Time Warner Cable, and in Pender County, Cardinal Metalworks and LL Building Products.

Government

Employees of New Hanover and Pender County regularly attend customized classes at CFCC.

Sturdy Corporation Gives High Marks to Workforce Training at CFCC

Sturdy Corporation designs, manufactures and assembles electronic automotive and marine controls as well as multi-function display systems and LED lighting products. Looking to upgrade the programming skills of its employees, while increasing the utilization of its computer-controlled machining equipment, the company contacted Bill Kawczynski, Workforce Development Coordinator at CFCC, to help fill this specialized training need. Kawczynski turned to CFCC machining instructor Ben Bowie, who helped Kawczynski develop a customized training program for Sturdy Corporation.

According to Marc Martin, Human Resources Manager at Sturdy Corporation, Bowie did a masterful job of providing instruction. Bowie combined his machining knowledge, education and teaching skills to benefit students at CFCC, but he also serves as a vital resource for the Customized Training program. His work has earned rave reviews. "I can say without reservation that in my 30 years of dealing with training in various industries, I have never experienced the high level of satisfaction registered by the participants in this class," Martin said.



CFCC machining technology instructor Ben Bowie taught a customized class for employees at Sturdy Corporation.

**To find out what CFCC can do for your business,
call (910) 362-7909
or email wkawczynski@cfcc.edu.**

CERTIFICATION/ RECERTIFICATION

Auto Safety & Emission Control Insp.Cert. (Tailpipe)

\$65 plus \$3 Parking & Security Barbara Lewis 362-7189

This course prepares auto technicians and service personnel as safety and emission inspectors for motor vehicles. It includes regulations and test inspection procedures and is taught to insure that the student understands the rules and regulations can inspect a vehicle properly and can successfully pass qualification exams for certification as a safety and emission inspector at a licensed inspection station. Please call to reserve a seat. Register and pay at first class. (NO Personal CHECKS)

5/23 & 5/25	MW	6p-10p
6/6 & 6/8	MW	6p-10p
6/20 & 6/22	MW	6p-10p
7/5 & 7/7	MW	6p-10p
7/18 & 7/20	MW	6p-10p
8/1 & 8/3	MW	6p-10p

Wilmington Campus-Workforce Training Center
-Room F-110, 8 hrs.

Auto Safety & OBD Emission Control Insp. Cert.

\$65 plus \$3 Parking & Security Barbara Lewis 362-7189

This course is designed to prepare auto technicians and service personnel as OBD emission inspectors for motor vehicles. Course topics include regulations and test inspection procedures required by the NC DMV ñ Enforcement Section ñ OBD emission inspectors. Upon completion a student should understand the rules, regulations and procedures for OBD emission inspections, be able to inspect a vehicle properly and be prepared to sit for the state certification exam. Please call to reserve a seat. Register and pay at first class.

5/17 & 5/19	TuTh	6p-10p
5/31 & 6/2	TuTh	6p-10p
6/14 & 6/16	Tu/Th	6p-10p
6/21 & 6/23	Tu/Th	6p-10p
6/28 & 6/30	Tu/Th	6p-10p
7/12 & 7/14	TuTh	6p-10p
7/26 & 7/28	TuTh	6p-10p
8/9 & 8/11	TuTh	6p-10p

Wilmington Campus-Workforce Training Center-
Room-F-110, 8 hrs.

Aviation Groundschool \$175 plus \$3 Parking & Security Barbara Lewis 362-7189

This course provides Instruction in general airplane knowledge, weather, regulations, and flight planning. Course prepares Individuals to successfully complete training and receive the F.A.A. Private Pilot license. Please call to reserve a seat. Must have a MINIMUM of 12 STUDENTS

TBA MW 6p-10:00p
North Campus NB 233, 72 hrs

Concealed Handgun Safety \$65 plus \$3 Parking & Security Barbara Lewis 362-7189

Course meets the NC General Statutes to carry a concealed handgun. The course will consist of six (6) hours of classroom instruction and six (6) hours of range instruction. Please call to reserve a seat. Register and pay at first class. MINIMUM 15 STUDENTS (No Personal Checks; Exact Cash or Money Order)

6/4 & 6/11
7/9 & 7/16
8/6 & 8/13

Wilmington Campus-Learning Resource Bldg-
Room-L-107, 12 hrs. SAT 9am-3:30pm

ServSafe Foods

\$68+bk 362-7319

This is a basic food sanitation course for the food service industry taught by Diane Withrow, CFCC Hotel Restaurant Mgt. Program Coordinator. It is an important certification for students in the food service industry.

Requirements:

- Purchase the National Restaurant Association ServSafe course book, latest Edition, which includes the test answer sheet.

- Read the first 5 chapters prior to the first class.

- Students must attend all 4 nights of this course to receive a satisfactory grade, and to receive the "Hours of Training" verification form that is required to accompany the ServSafe Certificate in North Carolina. The goal of the course is to pass the ServSafe test, given on the last night of class.

6/6-6/14 MTu 5p-9p
Wilmington Campus 16 hrs.

*This course can also be scheduled for an individual company. A minimum of 10 students is required.

PUBLIC HEALTH & SAFETY COURSES

Fees are subject to change without notice based on state mandates, clinical and insurance provider policies, and other reasons which may be beyond the control of CFCC.

Nurse Aide Level I

\$178 + \$15 Clinical Ins. Fee, \$514 - Approximate Textbook, Clinical, and State Testing Costs

362-7218

This course teaches direct patient care geared towards students who are entering the health care field at the basic level. This course prepares students for state competency testing.

Prerequisites: High School diploma, GED, or CASAS reading and math proficiency test. Copy of education diploma (or reading and math test scores), driver's license, Social Security card, and CFCC college ID required.

Registration for Nurse Aide Level I is May 16, 2011 at 8 a.m. in room L 315.

05/18-08/01 MTWTH 8a-1p
Wilmington Campus L Bldg. 192 hrs.

05/18-08/01 MTWTh 5p-10p
Wilmington Campus L Bldg. 192 hrs.

For more information call 362-7218 or go to www.cfcc.edu.

EMS Courses

362-7512 or 362-7751

EMT Initial

\$175 + \$61.50 Clinical Ins. Fee, \$325 Approximate Textbook and Clinical Costs

362-7512 or 362-7751

This course prepares the student to take the NC Office of EMS, or National Registry EMT- Basic credentialing exam. The course meets the requirements set forth by these agencies, teaching the student care and treatment of pre-hospital medical emergencies. All EMT courses have an online component so internet access is required.

Prerequisites: High School diploma or GED. Copies of education diploma (or reading and math test

scores) and driver's license must be submitted at registration which is at the first class meeting.

For EMT Initial registration information call 362-7751 or 362-77512 or www.cfcc.edu.

05/18-08/04 M/T/W/Th 9a-1p
 North Campus NA-10 200 hrs.

EMT Refresher (Online Course)
\$175

362-7512 or 362-7751

This course meets the NC Office of EMS requirements for renewal of EMT credential.

Prerequisites: NCcredentialed EMT, current CPR for Healthcare Providers card by completion of course.

06/01-08/12 Online

For more information call 362-7751 or 362-7512 or go to www.cfcc.edu.



EMS Anatomy and Physiology
\$175

\$200 Approximate Textbook Costs
362-7512 or 362-7751

This hybrid course meets the NC Office of EMS requirements for entry in to a Paramedic course.

Prerequisites: None
 TBD Online

For more information call 362-7751 or 362-7512 or go to www.cfcc.edu.

Defensive Driving/Motorcycle Rider Courses

362-7219 or 362-7175

See Costs Below

Defensive Driving

Offered five (5) times a week. This four-hour course is offered in conjunction with the District Attorney's Office in New Hanover and Pender counties. Anyone receiving a moving traffic citation that did not result in an accident may be eligible to take the course. After attending the court date and gaining permission from the District Attorney's Office to take the course, and completion of the course, the moving violation is submitted to DMV as a non-moving violation. Offered at the BIG Center & Burgaw Center. Call for seating availability. \$55 + Court Cost. BIG Center T-102 & Burgaw Center B-203.

An eight-hour Defensive Driving Course is offered for repeat offenders or for excessive speed offenders. This is offered three (3) times a month on Saturdays. \$105 + Court Cost. Call 362-7219 or 362-7175 for seating availability.

McLeod Building S-317

Alive at 25

\$55 + Court Cost

362-7219 or 362-7175

This course is designed to teach defensive driving techniques to traffic violators ages 16-25. Upon successful completion of the course, moving violations will be changed to non-moving violations, therefore, no driver's license or insurance points will be assessed against their license. Call 362-7219 or 362-7175 for seating availability.

Tu 6p-10p
 BIG Center T-102 4 hrs.

Motorcycle Rider Course

\$130 362-7219 or 362-7175

Offered at various times throughout the year. Students must be 16 years of age or older. One does not need to possess a driver's license, but must be able to ride a bicycle, and possess some degree of strength since the course is physically demanding. Students will use state-provided motorcycles. Call 362-7219 or 362-7175 for seating availability.

In-Service Law Enforcement Officer Continuing Education Courses

362-7217

Courses are available for sworn law enforcement officers affiliated with an existing law enforcement agency. For more information call 362-7217.



SKILLED TRADES

Beginning Woodworking

\$123+materials 362-7319

This course will teach students basic carpentry techniques, terminologies, and how to use hand and power tools. Have fun while learning! Students will construct a project while learning basic carpentry skills.

5/16-8/15 M 6p-9p
North Campus Butler Bldg. 36 hrs.

Beginning Cabinet Making

\$123+materials 362-7319

This class will teach students basic cabinetmaking skills. Students will be learning by building a project. At the completion of this course, the successful student will develop competency in single cabinet design; expand design for multiple cabinets or larger cabinet for chest or armoire; and build a small wall cabinet with a panel door and a solid wood frame.

5/17-8/2 Tu 6p-9p
North Campus Butler Bldg. 36 hrs.

Electrical Apprenticeship Program

\$178 per semester+bk 362-7319

This is a four year program. Each level meets in the Fall Semester for approximately 3 1/2 months and again in the Spring Semester for approximately 3 1/2 months. Level I begins with the basics of safety and an introduction to math for measurements, hand and power tools, blueprint reading, and rigging. Students learn to bend and install conduit, mount boxes and receptacles, and are introduced to electrical theory. Each additional level presents more complex theory, application, and understanding of the National Electrical Code. Generally students begin at Level I. Students with previous experience or training may be able to join the program at Level 2, subject to passing the placement test, which will be given in the Fall. Call 362-7319 for scheduled date.

Classes begin in August. Call 362-7319 for Orientation Date.

Introduction to Basic Electrical Theory and Construction Techniques

\$178+bks 362-7319

Students will be introduced to Basic Safety, Construction Math, Hand



and Power tools, Blueprint reading, Electrical Circuits, Electrical Theory and techniques. Students will also be introduced to the National Electrical Code. This class would also be suitable for the student who either has some previous electrical training, or is presently working in the electrical trade and is interested in joining our Electrical Apprenticeship Program in the Fall Semester. Successful completion of this course may allow the student to join the Apprenticeship Program at Level 2 in the Fall Semester, subject to testing by the instructor. This course will be offered when 10 students have "pre-registered" for the course.

5/16-7/7 MTuWTh 6-9p
Laney High School 90 hrs.

Limited Electrical Contractor's License Study Course

\$178+bks 362-7319

Review the NEC to prepare for the NC Limited Electrical Contractor's Exam. To apply to take the limited exam you must have a minimum of 4 years of experience. Limited Electrical Contractors are permitted to do electrical contracting, defined as engaging or offering to engage in the business of installing, maintaining, altering, or repairing any electrical work, wiring devices, appliances, or equipment on a project not to exceed \$40,000 and/or 600 volts. The course will also be useful for the student preparing to test in any of the other 9 different classifications of NC electrical contracting licenses.

7/18-12/7 MW 6:30p-9:30p
North Campus 120 hrs.

Electrical Contractor's License Renewal Courses

The following courses, when offered during the fiscal year July 1, 2010 - June 30, 2012, meet the requirements of the NC State Board of Examiners of Electrical Contractors for 8 contact hours of continuing education credit. These courses are not sponsored by the Board.

One and Two Family Dwellings

\$68 362-7319

This class is designed to meet North Carolina's continuing education. The class is based on IAEI's Book on One and Two Family Dwelling Electrical Systems. The purpose of the class is to specifically address the NEC as it relates to Electrical Installations in One and Two Family Dwellings.

5/7 Sa 8a-5p
Wilmington Campus 8 hrs

Analysis of 2011 NEC Code Changes

\$68 362-7319

This class is designed to meet North Carolina's continuing education requirements for electrical contractors. The course will review the 2011 Electrical Code Changes. The successful student will gain an enhanced understanding of the 2011 Electrical Code Changes.

TBA



General Contractor's License Preparation

\$123+bk 362-7319

This course will prepare students to take the state licensing test for general contracting. Upon successful completion of this course students should understand the licensing process and have a basic knowledge of General Contracting in the State of North Carolina. Materials needed: notebook, Architects scale ruler, calculator, NC Contractors Guide to Business Law and Project Management, NC Building Codes. Instructor is a General Contractor with many years of experience in the field.

5/24-7/14 TuTh 6p-9p
North Campus 48 hrs.

Introduction to HVAC/R

\$123 362-7319

Topics include the refrigeration cycle, familiarization with HVAC/R equipment, HVAC/R field practices, shop practices, and protocols. Future trends in the HVAC/R industry are also covered. First day of class will be 2 hours 8:30a-10:30a

5/21-8/27 Sa 8:30a-12:30p
Wilmington Campus 50 hrs.

NC Code Inspection Classes

Cape Fear Community College, Continuing Education, is partnering with New Hanover County Inspection Department to offer the NC Code Inspection Courses. These courses provide excellent information for contractors and other individuals in the building trade industry, in addition to the original purpose of training code inspectors.

For current scheduling information, contact 910-362-7319 or tcriser@cfcc.edu.

OSHA 30-Hour Construction Industry Outreach Training Program

\$123+bk 362-7319

This course is intended to provide a variety of safety training to workers with some safety responsibility at their place of employment. It provides advanced training that emphasizes hazard identification, avoidance, control, and prevention as well as the OSHA standards. Taught by Jonathan Begue, CFCC Lead Construction Management instructor.

4/29-5/17 FSa 9a-5:30p
Wilmington Campus 30 hrs.

Small Gasoline Engine Repair \$65 plus \$3 Parking & Security Barbara Lewis 362-7189

This course is designed to provide the student with hands-on knowledge of small gasoline engine repairs. The student will learn how to completely disassemble engines and check for problems on a variety of small engines. Upon completion, students will be able to repair and explain operating principles of engines, name major parts of engines, work safely in the shop. Please call to reserve a seat for the FALL classes. Register and pay at first class.

TBA SAT 8a-12pm
Wilmington Campus-Burnett Bldg-Room-W-010, 24 hrs.

HVAC-CFC Certification \$65 plus \$3 Parking & Security Barbara Lewis 362-7189

Seminar designed for HVAC technical personnel to assist in meeting EPA mandated training requirements in preparation for the NC State Certification Exam. NC Board of Refrigeration Examiners Fee: \$25.00 (Check or Money Order). Course will be scheduled when 16 students have been placed on roster list. Pre-registration required ;(No personal checks); Exact Cash, Money Order or Business Checks

TBA SAT 8a-6p
Wilmington Campus-Burnett Bldg-Room-W-020, 10 hrs.

GREEN BUILDING TECHNOLOGY

Green Building - Introduction \$68+bk 362-7319

This course will introduce students to the fundamental concepts of sustainable design and green building practices. Topics of discussion include: How to implement and measure green building practices using quantifiable methods; green building strategies vs. traditional building methods; the economic, environmental, and social imperative for action to improve the performance of buildings; overview of the US Green Building Council's LEED rating system and how to become a LEED Green Associate.

4/25-5/11 MW 6p-8:30p
Wilmington Campus 15 hrs.

Home Performance Technician (Weatherization Crew-Member)

\$178 362-7319

This course teaches individuals to upgrade homes for maximum energy efficiency. Students will learn what to look for and how to repair all energy leakages. Basic techniques will include caulking, insulation, windows, doors and duct systems. Students will also learn building anatomy and structural design. Using hands-on techniques, classroom lecture, and textbook instruction, this course will enable students to develop or improve their skills.



5/17-7/6 TuW 9:30a-4:30p
North Campus 104 hrs.

Solar Installer

\$228 362-7319

This program prepares students to understand the installation, function, and repair of solar PV and solar thermal systems so as to obtain employment in the "green technology" field. Students will understand the core principles of solar engineering, site analysis, system performance, and installation services, and will be trained on how to safely install panels, racking, electrical and plumbing equipment.

6/1-7/16 W 6p-9p
6/11, 7/9, & 7/16 Sa 9a-2p
North Campus 39 hrs.

COMPUTER TRAINING

Aplicacion de Computacion En Espanol

\$73 362-7196

This computer class will be taught in Spanish. Students will learn MS Office 2007 using Word, Excel, PowerPoint, Internet and email. Students will learn keyboarding skills to improve their speed and accuracy.

TBD 6:30p-8:30p
BIG Center 24 hrs.

AutoCAD – Basic

\$73 362-7196

Topics in this basic course include drawing and editing tools, display commands, managing object properties, CAD construction techniques and plotting. No CAD experience is necessary; Knowledge of computer operations is required.

5/23-6/20 MW 6p-9p
North Campus 24 hrs.

AutoCAD – Intermediate

\$73 362-7196

This course will continue with more drawing and editing commands, as well as plotting procedures. There will also be an introduction to advanced concepts such as reference files, layouts, and creating symbols.

6/27-7/25 MW 6p-9p
North Campus 24 hrs.

AutoCAD – Advanced

\$73 362-7196

This advanced course will help you increase your speed and productivity by creating command aliases and customized toolbars, palettes and ribbon panels. Additional advanced commands include attributes, tables, fields, and annotative elements. There will also be an introduction to 3D modeling and rendering.

8/1-8/24 MW 6p-9p
North Campus 24 hrs.

Basic Residential CAD

\$73 362-7196

This course is designed to introduce the basic concepts of computer-aided design and drafting with a focus on drawing house plans. Students will learn

operating procedures, use of menus and terminology. Prerequisite: A basic understanding of computer operations and familiarity with drafting concepts required. Completion of basic AutoCAD strongly recommended.

6/7-6/30 TuTh 6p-9p
North Campus 24 hrs.

Construction Costs Estimating Fundamentals

\$73 + bk 362-7196

This is an entry level course for contractors, suppliers, or designers interested in the fundamentals of estimating.

Completion of a basic Excel course is required. Background in building material and purchase/distribution is beneficial.

In this short course, the student will focus on why do an estimate, the role of the estimator, job opportunities, job bidding, take-off and pricing.

7/12-8/4 TuTh 6p-9p
North Campus 24 hrs.

Computers for Beginners

\$73 362-7196

Introductory computer course includes Microsoft Office (Word, and Excel), keyboarding, Internet basics including email, job search and development. Some instruction in computer hardware and security issues.

6/13-6/29 MW 10a-2p
Wilmington Campus 24 hrs.

MS Excel 2007-Basic

\$73 362-7196

Students are introduced to basic Excel concepts, from setting up spreadsheets, working with tabs/ribbons, entering data, cut/copy/paste, learning formulas, and format cells in charting techniques. Basic PC Literacy or Computers for Beginners. required. This class will prepare the student for the intermediate Excel class.

6/1-6/27 MW 6p-9p
Wilmington Campus 24 hrs.

MS Excel 2007-Intermediate

\$73 362-7196

Continue to explore Excel applications. Upon successful completion of this course, students will demonstrate the ability to edit, view, and print multiple

worksheets, work with formulas and functions, format cells Excel charting techniques, change the appearance of worksheets and creating charts. Prerequisite: Completion of MS Excel 2007-Basic or current working knowledge of the program at home or in the workplace

7/11-8/3 MW 6p-9p
Wilmington Campus 24 hrs.

MS PowerPoint 2007

\$73 362-7196

This class is for anyone who would like to learn how to do a presentation using MS PowerPoint 2007 software.

The student will write the presentation, plan an effective delivery, add text and slides, use word art and clip art, and will do a presentation in class. Completion of a basic pc class or basic knowledge of PowerPoint is required.

7/12-8/4 TuTh 6p-9p
Wilmington Campus 24hrs.

Photoshop CS5

\$73 362-7196

Upon successful completion of this course, students should be able to: use menus, tools, and palettes of Photoshop. Import images, edit and manipulate digital images, use Adobe Bridge, retouch photos, use layers, filters, and use Camera Raw (even on jpegs!) Those interested in only digital photography imaging should take the Photoshop Elements 8 for the Digital Photographer.

6/6-6/29 MW 6p-9p
Wilmington Campus 24hrs.

Build and Upgrade Your PC

\$73 362-7196

This course is designed to teach students to identify the parts of a PC and learn their function and location with a PC case. The student will also learn how to safely handle and install all components. Students will learn the proper way to fully install Microsoft Windows on the PC they build. Upon completion, students will assemble or upgrade their own PC and install operating systems.

TBA TuTh 6p-9p
Wilmington Campus 24 hrs.

QuickBooks Pro 2010- Basic

\$73+bk 362-7196

This easy-to-use course will take the guesswork out of your businesses financial position. In this hands-on basic/intermediate computer class, you will work with QuickBooks Pro 2010, learn accounting terminology, how to choose the appropriate accounting method, set up a chart of accounts, business checking, savings, and credit account. Basic knowledge of Windows and some computer knowledge is required. The instructor also strongly recommends a textbook.

6/14-7/7 TuTh MW 6p-9p
BIG Center 24 hrs.

QuickBooks Pro 2010 Advanced
\$73+bk 362-7196

This course is an extension of the basic/intermediate course and includes additional experience with QuickBooks Pro 2010, accounting terms, choosing the appropriate accounting method, setting up a chart of accounts, business checking, savings, and credit accounts. Pre-requisite is QuickBooks Pro 2010 Basic/Intermediate. Textbook used again from the basic class.

TBA MW 6p-9p
BIG Center 24 hrs.

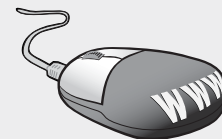


ED2GO: ONLINE COURSES

Affordable, fun, fast, convenient and geared just for you.

\$70 362-7572

Over 300 courses available! Everything from business related courses to personal enrichment. Most popular courses:



- | | |
|--|---------------------------------------|
| A+ Certification Prep | Microsoft PowerPoint |
| Achieving Success with Difficult People | Microsoft Publisher |
| Business and Marketing Writing | Microsoft Word |
| Creating a Successful Business Plan | Nonprofit Management |
| Creating Web Pages | PC Troubleshooting |
| Customer Service | Personal Finance |
| Designing Effective Websites | Photoshop |
| Discover Digital Photography | PMP Certification |
| Fundamentals of Supervision and Management | Project Management |
| Grant Proposal Writing | QuickBooks |
| GRE Preparation (\$107) | Real Estate Investing |
| Introduction to Stock Options | SAT/ACT Preparation (\$107) |
| Keyboarding | Solving Classroom Discipline Problems |
| Keys to Effective Communication | Start Your Own Consulting Practice |
| Leadership | Total Quality Fundamentals |
| LSAT Preparation (\$107) | Understanding Adolescents |
| Manufacturing Fundamentals | Writing Your Life Story |
| Microsoft Excel | Writing Great Technical Documents |
| | And many more!! |

All courses run for six weeks (with a two-week grace period at the end). Courses are project-oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links and more. You can complete any course entirely from your home or office. Any time of day or night.

How to Get Started:

At least 7 days prior to the start date, visit our Online Instruction Center at www.ed2go.com/cfcc and follow the directions for registration and payment. If you experience any problems or need more information, please call 910-362-7572.

Start Dates:

A new section of every course begins on May 18, June 15, July 20, and August 17, 2011.

Requirements:

All courses require Internet access, e-mail, the Netscape Navigator, or the Microsoft Internet Explorer web browsers. Some courses may have additional requirements. Please visit our Online Instruction Center for more information. www.ed2go.com/cfcc.

LANGUAGES

Immersion Language Training

\$128 362-7196

This course is for TOEFL preparation. The goal of this course is to prepare students for the TOEFL (Test of English as a Foreign Language) internet-based test (iBT). The student will build and practice the four core language skills that the TOEFL evaluates: speaking, listening, reading and writing. Learn the types of questions on the test as well as test-taking strategies to prepare the student for this challenging exam. Seats are limited.

6/7-7/28 TuTh 6:30p-9p
Wilmington Campus 40 hrs.

Sign Language I

\$123 362-7196

Communicate more effectively with deaf and hearing impaired customers, friends or family. American Sign Language comes alive as your instructor demonstrates words and phrases. Videotapes are also used to enhance your understanding.

6/29-8/10 MW 6p-9p
BIG Center 36 hrs.



Sign Language II

\$123 362-7196

Continue with sign language as you become more comfortable and proficient with signing. Prerequisite: Sign Language I or equivalent signing ability

5/16-6/27 MW 6p-9p
BIG Center 36 hrs.

Spanish-Introduction

\$68+bk 362-7196

This course is for the absolute beginner or a refresher for students having prior classes in Spanish. Pronunciation, reading and writing, and using basic grammar will be the course content to prepare the student for Beyond the Basics or Spanish Conversation in the Workplace I. The instructor brings a pleasant and lively tone to the class

7/12-8/18 TuTh 11:30a-1:30p
Wilmington Campus 24 hrs.

Spanish-Beyond the Basics

\$68+bk 362-7196

A continuation of Spanish-Introduction building on vocabulary, grammar, emphasis on reading, and comprehension.

This course prepares the student for conversational Spanish.

5/31-7/7 TuTh 11:30a-1:30p
Wilmington Campus 24 hrs.

Spanish Conversation in the Workplace I

\$68+bk 362-7196

Develop simple speaking skills with co-workers and acquaintances in the fastest-growing second language spoken in the United States. This class is for persons with no previous Spanish language experience. For maximum benefit, daily practice is recommended.

5/16-6/27 MW 6p-8p
Wilmington Campus 24 hrs.

6/21-7/28 TuTh 6p-8p
Wilmington Campus 24 hrs.

Spanish Conversation in the Workplace II

\$68+bk 362-7196

Continue to learn how to carry on an informal conversation, shop or place a restaurant order in this Spanish class for persons who have had previous Spanish language experience. Daily practice is recommended for this course.

5/17-6/16 TuTh 6p-8:30p
Wilmington Campus 24 hrs.

7/6-8/15 MW 6p-8p
Wilmington Campus 24 hrs.

Spanish for Medical Professionals I

\$68+bk 362-7196

Students will learn how to attend to the common needs of Spanish speaking patients, explain routine procedures, gather medical information and culturally attend to these patients in a sensitive manner.

TBA MW 6:30p-8:30p
BIG Center 24 hrs.

Spanish for Medical Professionals II

\$68+bk 362-7196

Continue to learn more ways to communicate with Spanish speaking patients. Gather medical information, discuss routine procedures, and to ensure the importance of maintaining proper healthcare to attend to patients in sensitive manner. This course will follow Speak Spanish for Medical Professionals I.

TBA MW 6:30p-8:30p
BIG Center 24 hrs.

PHOTOGRAPHY

Digital Applications and Photographic Principles

\$128 362-7196

Upon completion of this course, all students are eligible to take the final photography class Intro to Digital Studio Lighting. Students will learn to compose creative lighting using on-camera flash as well as light reflected by various means. Students will need a laptop and some version of Photoshop already installed and ready to use for each class. Pre-requisite: Beyond Basic Digital Photography II

4/21-6/14 MW 6p-9p
North Campus 48 hrs.

Photoshop Elements 8 for the Digital Photographer

\$73 362-7196

Upon completion of this course for digital photographers, students will be eligible to take Beyond Basic Digital Photography I and II. A laptop with a Photoshop program already installed and ready to use is required for each class meeting. Topics covered will be exploration of brushes, tools, crop ratios,

typesetting and understanding the terms and tools needed to develop a workflow pattern. Working with RAW files and correcting exposure will also be discussed.

6/22-8/3 MW 6p-9p
North Campus 24 hrs.

Intro to Studio Lighting

\$128 362-7196

Basic knowledge of Adobe Photoshop CS, CS2, CS3, or CS4. This level in the class will give a better understanding of the four types of lighting, use studio strobes, light modifiers, and reflectors. This is the last class in the photography series. Prerequisites: Digital Applications & Photographic Principles

8/9-9/29 TuTh 6-9p
North Campus 48 hrs.

PROFESSIONAL DEVELOPMENT

Bank Teller Training

\$123+bk 362-7319

This course will prepare students to work in an entry level position as a bank teller. BB&T has promised interviews to all students who successfully complete the course. This course will also allow students to obtain 2 credits toward the American Institute of Banking's Bank Teller Certification, which is recognized by all US banks.

5/17-6/23 TuTh 6p-9p
Wilmington Campus 36 hrs.

Becoming a Successful Event Planner – Introduction

\$68 362-7319

This course is designed to instruct students in the planning and coordination of special events, meetings, and conventions. Topics will include event design and objectives, program planning, food and beverage catering, vendors, and other resources available to assist with coordination of major events. Course will also provide information for students beginning or enhancing their own commercial event planning business and for those who have the responsibility of planning special events for their employer, family, church, or other organization. The instructor is a professional event planner of many years of experience, and is very familiar with the resources in the Southeastern NC area. Students who successfully complete this introductory course will qualify to take Part 2 "Producing the Successful Event from Concept to Completion" that will begin in the Fall.



5/19-7/7 Th 6p-9p
Wilmington Campus 24 hrs.

**Becoming a Successful Event Planner - Part 2
Producing the Successful Event from Concept to Completion**

\$178 362-7319

Marketing and producing a successful event takes more than just quality content. The event needs to stand out. Such things as branding, promotion, corporate sponsorships, themed exhibits, social activities, and staging all work to make guests feel like they are part of something exciting...something that they will talk about and return to year after year. This class will provide the real world experience in making all of this happen. You will, as part of a team design, plan and produce a full scale event from start to completion. You will interact with the client, vendors, entertainers, caterers, venue managers, local permit authorities, etc. This experience will also give you, the student, a wonderful start to your portfolio, as you begin your path to becoming a professional event planner. Pre-requisite: "Becoming a Successful Event Planner - Introduction" or experience in the field.



TBD Online/Classroom - Hybrid course
Wilmington Campus 63 hrs.

Behavioral Health Technician

\$178 362-7319

This program trains students to work as technicians in the mental health field. Students will be trained in the basic core skills needed to provide support services to clients in a variety of settings, such as mental health facilities/agencies, foster homes, homeless shelters, prisons, schools and other human service organizations. Upon completion, students will be certified in North Carolina Interventions (NCI), First Aid/CPR, and Person Centered Thinking. Coursework will also fulfill Community Awareness Program (CAP) credentials. Day and Evening sections are available.

(Evening Section)
5/23-8/22 MTuW 5p-9p
North Campus 153 hrs.



Notary Public Education \$65 plus \$3 Parking & Security Barbara Lewis 910-362-7189

This course is required by the State of North Carolina in order to apply to become a notary. All requirements for becoming a notary are covered in this course. Book Fee: \$26.65 (Book Store 910-362-7379). These are on-going, year round, classes. Register and pay at first class. (No pre-registration); No Personal Checks; Exact Cash, Money Order, Bus Checks

5/17 & 5/19 TuTh 6p-9:30p
5/31 & 6/2 TuTh 6p-9:30p
6/14 & 6/16 TuTh 6p-9:30p
6/28 & 6/30 TuTh 6p-9:30p
7/12 & 7/14 TuTh 6p-9:30p
7/26 & 7/28 TuTh 6p-9:30p
8/9 & 8/11 TuTh 6p-9:30p

Wilmington Campus-C bldg Room 105, 7 hours
(901 N 3rd St)

INSURANCE LICENSE

Insurance Pre-Licensing: Personal Lines

\$123 362-7196

This course will prepare students to take the Insurance License Personal Lines exam.

7/18-7/21 MTuWTh 9a-6p
Wilmington Campus 30 hrs.

Insurance Pre-Licensing: Property and Casualty

\$123 362-7196

This course will prepare students to take the Insurance License Property and Casualty exams.

5/2-5/9 MTuWThF 9a-6p
5/9 M 9a-11:30a (Final Exam)
Wilmington Campus 40 hrs.

MEDICAL CODING

SPECIALIST PROGRAM

This program consists of 4 courses designed to prepare students to become certified medical coders. Students must have successfully completed Anatomy & Physiology and Medical Terminology within the past 5 years or currently working as a Nurse or other medical professional before being able to take the Introduction to Medical Coding or Advanced Medical Coding courses.

Medical Terminology and Anatomy & Physiology for the Medical Office-Online

\$180+bk 362-7196

This course will satisfy both prerequisites for the Introduction to Medical Coding course. Student will learn the body systems as well as the spelling, pronunciation, and meaning of medical terms.

5/16-7/27 Online 90 hrs.

Medical Terminology and Anatomy & Physiology for the Medical Office-Seated

\$178+bk 362-7196

This course will satisfy both prerequisites for the Introduction to Medical Coding course. Student will learn the body systems as well as the spelling, pronunciation, and meaning of medical terms.

5/17-8/25 TuTh 6p-9p
Wilmington Campus 90 hrs.

Introduction to Medical Coding (Online)

\$180+bks 362-7196

Topics include ICD-9 Coding, CPT Coding, Medicare fraud and abuse, and evaluation and management. Prerequisites: Anatomy & Physiology and Medical Terminology.

5/16-8/31 Online 90 hrs.

Introduction to Medical Coding (Seated)

\$178+bks 362-7196

Topics include ICD-9 Coding, CPT Coding, Medicare fraud and abuse, and evaluation and management.

Prerequisites: Anatomy & Physiology and Medical Terminology.

5/18-9/7 MW 6p-9p
Wilmington Campus 90 hrs.

Advanced Medical Coding (Online)

\$180+bks 362-7196

Topics include additional practice with ICD-9 Coding and CPT Coding. This course will help students build the in-depth understanding and critical thinking skills essential to coding.

5/17-8/4 Online 72 hrs.

Advanced Medical Coding (Seated)

\$178+bks 362-7196

Topics include additional practice with ICD-9 Coding and CPT Coding. This course will help students build the in-depth understanding and critical thinking skills essential to coding.

5/10-7/28 TuTh 5:30p-8:30p
Wilmington Campus 72 hrs.

Medical Coding Certification Exam Prep (Seated)

\$70+bk 362-7196

Students will practice and prepare for taking the Medical Coding Certification exam.

Prerequisite: Advanced Medical Coding

5/14-5/21 Sa 9a-5p
Wilmington Campus 16 hrs.

Medical Coding Certification Exam Prep (Online)

\$70+bk 362-7196

Students will practice and prepare for taking the Medical Coding Certification exam.

Prerequisite: Advanced Medical Coding

TBA Online 16 hrs.

NEW!

NEW!

SUBSTANCE ABUSE COUNSELING PROGRAM

This program is made up of 6 individual courses designed to provide the 270 hours of training required to become a Certified Substance Abuse Counselor. Additional requirements for becoming a CSAC, such as supervision and clinical experience, will be the responsibility of the student. The courses are approved by the North Carolina Substance Abuse Professional Practice Board (NCSAPPB). For additional information regarding the requirements to become a CSAC, review the website: www.ncsappb.org.

**Co-Occurring Disorders in Addiction Counseling**

\$123 362-7319

This course will provide students with an overview of generally accepted and scientifically backed programs of recovery for persons with co-occurring mental disorders and substance abuse issues. The role of the counselor working within a team framework of professionals will be emphasized.

5/15-6/23 TuTh 6:15p-9:15p
Wilmington Campus 45 hrs.

Meeting Credentialing Requirements

\$123 362-7319

This course will provide information regarding Ethics, HIV/Aids/Blood borne Pathogens, Nicotine Dependence, and SSM-IV Criteria for Diagnosis. Training on these topics is required by the North Carolina Substance Abuse Professional Practice Board. The course will also review the requirements and procedures for obtaining credentials through the NCSAPPB.

6/27-8/17 MW 6p-9p
Wilmington Campus 45 hrs.

SMALL BUSINESS CENTER

Call 362-7216 or Visit www.cfcc.edu/sbc

The Small Business Center is a provider of education, high-quality/low-cost training, and referrals developed to increase the success rate and number of viable small businesses in Pender and New Hanover County.



The following services are provided:

CLASSES/SEMINARS: Targeted to prospective & existing small business owners.

COUNSELING: Free – 362-7216 confidential one-on-one business and technology counseling

REFERENCE LIBRARY: Access to our Reference Library is available by appointment and includes Internet Access, business planning, web-editing, and accounting software, marketing/website videos, and business books.

Registration Information:

Register for courses online at <http://www.cfcc.edu/sbc> or call 362-7216. If payment is required, students can pay online by credit or debit card, or in-person 30 minutes prior to the start of the 1st class session in exact check or money order made out to "CFCC".

Export University 101: Export Training Event **\$49 362-7216**

This 2 day event will address many of the areas involved in exporting. Including, letters of credit, INCO terms, freight forwarder, etc. It will include a tour of the Port of Wilmington on day 2.

5/26 Th 9a-4:30p
Port of Wilm 2508 Burnett Blvd. 7.5 hrs.

5/27 F 9a- 3p
Port of Wilmington 2508 Burnett Blvd 6 hrs.

Artists Are Entrepreneurs TOO! **\$65 362-7216**

Three part course specifically designed to make artists and craftsmen better, more effective business owners.

Part 1 - Right-brained Business Planning

Part 2 - The Art of Marketing and Selling

Part 3 - Forms and Function

6/7-6/14-6/21 Tues. 5:30 p-8:30p
Wilmington Campus L 107 9 hrs

Government Procurement Event **FREE 362-7216**

This event will feature separate seminars on government procurement procedures at the Federal, State, County and Local levels. It will include Information on government GSA schedules as well.

6/17 F 10p-5p
Wilmington Campus L 107 6 hrs.

Small Business Publishing & Printing 101 **FREE 362-7216**

Whether you are writing your own book or thinking about getting into small business publishing, the publishing industry is changing faster than almost anyone could ever imagine. Come and walk through the steps of finding or writing a marketable product, business set-up, production, printing, and distribution. Learn how to tap into the EBook revolution.

6/23 Th 1p-4p
Wilmington Campus L 107 3 hrs.

Small Business Publishing & Promoting 102 **FREE 362-7216**

So you have a book that needs promoting. Come and walk through the steps of identifying marketable products, budgeting, developing contacts, building an online presence and generating publicity. Learn how to identify reviewers and key social media without spending a fortune on advertising.

7/21 Th 1p-4p
Wilmington Campus L 107 3 hrs.

How To Deliver High Quality Presentations **FREE 362-7216**

Does public speaking make you nervous? Not sure about the quality of your power point presentation? Learn tips and methods to make you a more effective presenter at this seminar.

8/10 W 8:30a-11:30a
Wilmington Campus L107 3 hrs.

CFCC KIDS' COLLEGE

CFCC KID'S COLLEGE MISSION:

The CFCC Kid's College will provide multi-sensory continuing education for students from grades K-12. The instructional design of courses will reflect the North Carolina Department of Public Instruction's guidelines – goals and objectives for age-specific groups and grade levels. Hands-on learning will always focus fun-filled instruction for a variety of academic disciplines.



For details call (910) 362-7199
or Email bsmall@cfcc.edu



CFCC KIDS' COLLEGE SUMMER OF 2011

	AGES	DATES	TIME	FEE	CAMPUS
Civil War Snoops	9,10,11	June 13-17	8:30a-12:30p	\$70	Main T-102
Collectors' Gang	8, 9, 10, 11	June 13-17	1:30-5:30p	\$70	Main T-102
CMC Artistes (Cake/Muffin/Cookie)	7, 8, 9	June 13-17	1:30-5:30p	\$70	Main T-104
CMC Artistes (Cake/Muffin/Cookie)	10, 11, 12	June 27-July 1	1:30-5:30p	\$70	Main T-104
I Am Science 101	8,9,10	June 13-17	8:30a-12:30p	\$70	North-Lab
I Am Science 101	11, 12, 13	June 13-17	1:30-5:30p	\$70	North-Lab
High Tech "Computerists"	8, 9, 10	June 13-17	1:30-5:30p	\$70	North
High Tech "Savvyists"	11, 12, 13	June 13-17	8:30a-12:30p	\$70	North
FAD: Fitness And Dance	7, 8, 9, 10	June 20-24	8:30a-12:30p	\$70	Main T-102 2*
Snap, Crackle, Pop Fine Art	7, 8, 9, 10	June 20-24	1:30a-12:30p	\$70	Main T-104
FAD: Fitness And Dance	10, 11, 12	June 27-July 1	8:30a-12:30p	\$70	Main T-102 2*
Movie Scores for Music Lovers	11,12,13,14	July 11-15	8:30a-5:30p	\$140	Main T-100
Pop Rocks Fine Art	11,12,13,14	July 11-15	1:30a-5:30p	\$70	Main T-104
Civility Mixed Teens	13,14,15	July 18-22	1:30a-5:30p	\$70	Main T-104
Basketball Matters	6, 7, 8	July 18-22	8:30a-1:30p	\$70	Main
Basketball Matters	9, 10, 11	July 18-22	1:30a-5:30p	\$70	Main
Get Moving With Animation!	12-17	July 18-22	1:00p-5:00p	\$70	TBA
Civility For Kids 101	8, 9, 10	Aug 8-12	8:30a-5:30p	\$140	Main T-100
Tennis Volleys	8,9,10,11	TBA			
Tennis Volleys	12,13,14,15	TBA			
Pottery Plus*	7,8,9	June 27-July 14	8:30a-12:00p		
Pottery Plus*	10,11, 12, 13	June 27-July 14	1:30p-5:30p		

*Kiln available Tue and Thur only

PERSONAL ENRICHMENT

Marine Captain's License Preparation & Marine Captain's Exam \$175 plus \$3 Parking & Security & \$95 plus \$3 Marine Captain's Exam (2 checks)
Capt Beuth 910-362-7414 or Barbara Lewis 910-362-7189

This course will provide students with the information necessary to take the U.S. Coast Guard examination for licensing as an Operator of Un-Inspected Passenger Vessels or the Master's License for vessels up to 100 gross tons, on inland, near coastal or ocean waters. Register and pay at first class.

5/2-5/26 MTuWTh 6p-10p (EXAM 5/31 Tu- 9AM-5PM, 8 HRS)
 Wilmington Campus S-212 64hrs

Assistance Towing Endorsement \$65 plus \$3 Parking & Security Capt Steve Beuth 910-362-7414 or Barbara Lewis 910-362-7189

This 4-hour U.S. Coast Guard approved course is intended for those who hold or are in the process of attaining their OUPV 6-Passenger or Master's License. In order to commercially assist other vessels that may be aground, disabled, out of fuel, or experiencing some other malfunction, a boat operator must hold this "Assistance Towing" Endorsement on his or her Captain's License. (No personal checks); Exact Cash or Money Order

6/2 Tu 6p-10p
 Wilmington Campus S-212, 4 hrs.

Upgrade from OUPV to Master \$65 plus \$3 Parking & Security Capt Steve Beuth 910-362-7189 or Barbara Lewis 910-362-7189

This 24-hour U.S Coast Guard approved course is provided to enable the holder of a "6-Passenger" OUPV Captain's license to upgrade to Master's level license. The Master's license is required for inspected vessels certified to carry more than 6 passengers.

7/5-7 & 7/11-13 Tu,W,Th & Tu,W 6p-10p
 Wilmington Campus S-212, 24 hrs

Upgrade from OUPV to Master \$65 plus \$3 Parking & Security Capt Steve Beuth 910-362-7414 Or Barbara Lewis 910-362-7189

This 4-hour session is provided for students who have successfully completed the 24-hour upgrade from OUPV to Master 100 GT Captain's Course. (No personal checks) Exact Cash or Money Order

7/14 Th
 Wilmington Campus S-212, 4 hours

TEACHERS, PARA EDUCATORS AND OTHERS

The Cape Fear Community College Continuing Education Department offers a variety of teacher certification and renewal credit courses each semester. Summer classes for educators and para educators begin June 23. A required course for substitute teachers – Effective Teacher Training, EDU3002 is available. Please contact us if you would like to enroll in any of the class listed below. Let us know if you have suggestions or requests for other course titles.

To Pre-Register Contact Bev Smalls, bsmalls@cfcc.edu or (910) 362-7199

Teachers and Paraprofessional School Employees may register for short courses listed below. Home School Operators, parents, and other interested adults may also enroll as space allows. All day and evening classes provide CEUs for renewal credit and/or certification needs.

Principals and Headmasters may request after-school CFCC instructors/courses to be held on site. At least eight participants must pre-register.

Effective Teacher Training (Also Required for Substitute Teaching Positions) \$123 362-7199

The course introduces educators to appropriate and effective teaching practices. Lecture-discussion periods focus on learning theories and hands-on participatory practices that are useful in classroom teaching. Successful completion of this program meets the North Carolina Department of Public Instruction requirements for teachers and substitute staff. (Additional uses of this short course Continuing Education Certificate can include work for afterschool programs, and summer camp initiatives for non-profit agencies and institutions of religion.). 3.0 CEUs

6/23-6/30 ThMTWTh 9:00a-3:30p
 7/12-8/11 TTh 6p-9p
 8/1-8/31 MW 6p-9p
 Wilmington Campus 30 hrs.

Learning Disabilities \$123 362-7199

Participants review scholastic literature and theories about classifications of learning disabilities, and basic detection methodologies. The uses of appropriate individualized lesson plans and multi-sensory activities are emphasized. Instruction also includes details about communication needs with parents, fellow faculty members, and school staff. 3.0 CEUs

7/11-7/18 MTWThM 9:00a-3:30p
 Wilmington Campus 30 hrs.

Understanding Behavior \$123 362-7199

Teachers, and paraprofessional school and child care employees will study age specific behavior patterns. The course will include techniques for managing pupils with a variety of personality traits and multiple intelligences. Behavior disorders, effective disciplinary tactics and behavior modification plans will focus instruction. 3.0 CEUs

7/19-7/26 TWThMT 9:00a-3:30p
 Wilmington Campus 30 hrs.

Reading Strategies: Across The Curriculum

\$123 362-7199

Educators explore successful approaches to teaching English and Reading. A variety of theories and practice strategies will be used to prompt motivation, and teach methods for conducting evaluations of readers. Teachers will use reading circles, and interdisciplinary activities to improve reading skills, and bring fun to learning processes. 3.0 CEUs

8/1-8/8 MTWThM 9:00a-3:30p
Wilmington Campus 30hrs.

Reading Strategies: African American Literature

\$123 362-7199

Participants review writings of historical significance from literary works that focus on African American culture. Poetry, prose, short stories and excerpts from novels linked to four centuries will provide an additional platform for the promotion of literacy among students in the classroom setting. Grade level specific strategies will be explored. 3.0 CEUs

8/1-8/8 MTWThM 9:00a-3:30p
Wilmington Campus 30 hrs.

Spanish for Educators

\$123 362-7199

This introductory course provides useful information for educators who have limited knowledge or no education in the Spanish language. Participants will learn phrases for useful dialogue with students and parents. Instruction includes greetings, verbal directives linked to classroom and school ground needs, and basic complimentary, congratulatory and disciplinary statements. Educators also learn to write simple notes to parents/guardians. 1.5 CEUs or 3.0 CEUs

7/11-7-25 MW 5:30-8:30p
7/12-8/11 TTh 5:30-8:30p
Wilmington Campus 15 hrs. or 30 hrs.

Basic Video Production/Film-Making For Educators and Others

\$123 362-7199 for Details

Educators and others learn to produce short films and edit video footage of class activities, special programs and projects. Learning about the

most effective sound and lighting practices will complement instructions about subject movements, and best techniques for uses of mini cams and other high powered equipment. The CFCC Television Studio Manager, Tim Vandenberg will instruct. 3.0 CEUs (TBA)

Senior Citizen Computer Academy

For Details Call 362-7199

**\$8 for Ages 65 and above
\$73 for Ages 64 and below**

Retired teachers, and area residents from a variety of vocations never worked or communicated in the high tech world. CFCC offers a bridge to this digital divide. Seniors can enjoy learning in age-specific and slower paced lab settings. Basic Introductory, and Intermediate courses are available. Classes are scheduled each semester.

Wilmington Campus and North Campus

**LEISURE/
RECREATIONAL**

(BARBARA LEWIS 362-7189)

Basic Cake Decorating

\$65 plus \$3 Parking & Security

Class explores art of cake decoration through a combination of demonstrations and hands on experience. Pre-registration required. Student brings own supplies. MINIMUM 12 STUDENTS

TBA Sat 10am-12noon
Wilmington Campus- Learning Resource Bldg-
Room- L-110, 16 hrs

Basic Sewing

\$65 plus \$3 Parking & Security

Student will learn the different supplies and materials available and how each is used. Students will learn how to make professional quality sewn Items. Pre-registration required. MINIMUM 12 STUDENTS

TBA Sat 10am-1pm
Wilmington Campus McLeod Bldg Room -S-407,
24hrs.

Oil Painting in Old Masters Techniques & Soft Pastels

\$65 plus \$3 Parking & Security

Students will learn how to use color, materials, brushes, and mediums. In

this painting course students are not required to draw. Participants are given the opportunity to be creative with oil paints. Students will make the choice to paint the pictures they want as they design it. The class also teaches the use of pastels and colored pencils. Pre-registration required. MIN 12 STUDENTS

TBA M 1-4pm
Wilmington Campus C Bldg Room 109, 3 hours
(901 North 3rd St)

Beginning Quilting

**TBA -if interested, call Barbara Lewis
910-362-7189**

Yoga

**TBA -if interested, call Barbara Lewis
910-362-7189**

THEATRE ARTS

Comedy Improv & Sketch

\$68 362-7319

Learn to be a kid again! Learn the basics of Improv - you may recognize from "Who's Line is it Anyway", and the basis of shows like Saturday night Live, Mad TV, SCTV, and Movies like "Best in Show". This class is great fun for performers, non-performers, public speakers, teachers and others who are interested in learning to think creatively and quickly on their feet. This course will be scheduled once 10 students have "pre-registered".

TBD Wilmington Campus 24 hrs.

Standup Comedy

\$68 362-7319

Always wanted to try it? Gain confidence; get feedback, writing exercises, and the open mike experience. This workshop is focused on getting you to your first open mike. This course will give you an open forum to try out your material, create new material, gain feedback and overcome performance anxiety. *Nationally headlining comedian Basile scheduled as a guest speaker! We will also research national/regional stand-up auditions and submissions. This course will be scheduled once 10 students have "pre-registered".

TBD Wilmington Campus 24 hrs.

HUMAN RESOURCES DEVELOPMENT (HRD)

The Human Resources Development (HRD) Program is designed for individuals who wish to become more marketable by upgrading their employability skills.

Tuition will be waived if you meet ONE of the following criteria:

- Unemployed
- Received notice of pending layoff
- Working and earn wages at or below 200% of the federal poverty guidelines
- Working and eligible for the Federal Income Tax Credit

Year Round, ongoing classes are offered that include:

Basic Computer

\$120 259-4966 (tuition waived if HRD eligible)

This course is designed to familiarize individuals with today's most in demand programs such as Word, PowerPoint, and Excel. Students will also learn how to explore the internet and set up an email account.

4/12-5/24	MTu	6p-9p
5/10-6/14	MTu	8:30a-12:30p
5/31-7/18	MTu	6p-9p
6/21-7/26	MTu	8:30a-12:30p
7/26-9/12	MTu	6p-9p
8/2-9/6	MTu	8:30a-12:30p
Burgaw Center		39 hrs.

Basic Computer in Spanish

\$120 259-4966 (tuition waived if HRD eligible)

This course is taught in Spanish and is designed to familiarize individuals with today's most in demand programs such as Word, PowerPoint, and Excel. Students will also learn how to explore the internet and set up an email account.

5/18-6/9	MTuWTh	6p-9p
5/26-6/16	WThF	9a-1p
6/13-7/12	MTuW	6p-9p
6/17-7/18	WThF	9a-1p
7/16-8/11	MTuW	6p-9p
7/13-8/13	WThF	9a-1p
8/15-9/11	MTuWTh	6p-9p
8/14-8/25	WThF	9a-1p
Burgaw Center		39 hrs.

CAREER PATHWAYS ACADEMIES

These learning opportunities are designed for individuals who are unemployed or underemployed who want to explore opportunities in the areas of Skilled Trades, Office Administration, Masonry or Allied Health.

All students will participate in common areas such as employability skills, computer skills, and budgeting. Pre-registration is required for all academies.

Career Pathways Academy - Office Administration

362-7604 (tuition waived if HRD eligible)

This is a 9-week training program which will provide students with hands on training in all aspects of the office environment, including computer skills, customer service, business writing, etc. in addition to the general training included in the academy.

5/31-7/29 MTuWThF 8a-12p
Burgaw Center 200+ hrs.

CAREER READINESS CERTIFICATION PROGRAM

Need A Job? Career Change? Prove your skills to potential employers – get a CRC.

To obtain a CRC three WorkKeys assessments are required (Applied Mathematics, Reading for Information and Locating Information). If you meet the same criteria as described under the Human Resources Development program, the pre-assessments and training fees are waived. Each WorkKeys assessment is \$10. No fee waivers are available for assessments.

Employability Lab

362-7050 (tuition waived if HRD eligible)

This open entry/open exit course is designed for individuals who are interested in obtaining their Career Readiness Certificate. All students will start by setting their career goals and taking the pre-assessments needed for their particular career choice. If skills gaps are identified, students will then go through a customized training program available through the KeyTrain system. Students can choose a classroom setting or working at home. \$175 – if not eligible for fee waiver.

Ongoing Tu 3:30p-8:30p
Burgaw Center



CORPORATE & CUSTOMIZED TRAINING
 Call Bill Kawczynski at 362-7909 for more information.

Partner with Continuing Education for customized courses for your company. We listen and evaluate your needs. Your training program is customized. Delivery accommodates your work schedule. Classes can be held on-campus or at your work site. Training is job-relevant and interactive. Increased employee productivity is the key.

Business

Local businesses such as Time Warner Cable, Coastal Beverage, and McCarter Electric take advantage of the diverse customized programs available through Continuing Education.

Industry

Ask about our Customized Training Program. This program allows companies with relatively few employees, or companies who need highly specialized training to utilize the quality, affordable services of Cape Fear Community College. Satisfied customers include: Corning, GE Hitachi, Sturdy Corporation, Time Warner Cable, and in Pender County, Cardinal Metalworks and LL Building Products.

Government

New Hanover and Wilmington employees regularly attend customized classes at CFCC.

CERTIFICATION/RECERTIFICATION

Wastewater Treatment Plant Operator III & IV

\$175+bks 362-7901

This course follows the prescribed training to meet certification requirements of the North Carolina Water Pollution Control System Operators Certification Commission. Graduates of this course are eligible to take the WPCSOCC state exam for levels III & IV.

5/18-7/27 MW 6p-9p
 Northside Wastewater Trmt Plt 57 hrs.

SKILLED TRADES

Blueprint Reading & Estimating

\$68+bk 362-7901

This course is designed to teach students to interpret information from blueprints. Course will also instruct students in estimating materials from plans. Materials needed: Architect scale ruler and calculator. Please call to pre-register.

NEW!

TBA
 Burgaw Center B102 24 hrs.

Plumbing Assistant

\$123+bk 362-7901

This course introduces the student to the general tools, fittings and materials used in the plumbing trade. Proper handling of materials and procedures will be stressed in practical laboratory exercises such as measuring, cutting, threading, fitting, caulking, assembly and sweating of various types of pipe and tubing used in the trade. Please call to pre-register.

NEW!

TBA
 Burgaw Center B102 36 hrs.

Small Engine Repair

\$68 362-7901

This course is designed to provide the student with hands-on knowledge of small gasoline engine repairs. The student will learn how to completely disassemble engines and check for problems on a variety of small engines. Upon completion students will be able to repair and explain operating principles of engines, name major parts of engines and work safely in the shop. Please call to pre-register.

NEW!

5/7-5/28 Sat
 Pender HS Shop 24 hrs.

Basic Home Maintenance

\$50 362-7901

This course introduces the student to the general principles of home maintenance. Topics that will be covered include but are not limited to: fixing/replacing leaky faucets, changing your locks, changing filters throughout the home, patching drywall, basic plumbing repairs, small electrical issues and basic weatherization techniques. Please call to pre-register.

NEW!

TBA
 Burgaw Center B102 12 hrs.





COMPUTER TRAINING

Intermediate Computers

\$125 362-7901

This class is a continuation of the Computers for Beginners class which included Microsoft Office (Word, Excel & PowerPoint), keyboarding, Internet, email, job search and development. Studies will be more in depth and advanced in this class. Please call to pre-register.

5/11 - 6/1

Surf City Community Center 48 hrs.

PC Maintenance & Repair

\$73 362-7901

This course is designed to teach students to identify the parts of a PC and learn their function and location within a PC case. The student will also learn how to safely handle and install all computer components. This course covers the basics concepts of troubleshooting, solving common computer errors and upgrading computer systems. Please call to pre-register.

TBA

Burgaw Center B102 24 hrs.

Today's Digital Technology

\$73 362-7901

Does today's technology confuse or intimidate you? Maybe you just want to know more about what your kids or grandkids are interested in these days. This course will introduce you to 21st Century technology and teach you how to utilize it. Learn about HD technology, e-readers, iPads, flash drives and podcasts. Learn to use social networking sites like Facebook/Twitter/Skype and how to connect with family and friends using these sites. Please call to pre-register.

6/1-7/20

Burgaw Center B105

W 6p-9p

24 hrs.

NEW!

Mission Statement

Cape Fear Community College is an open door, multi-campus, comprehensive community college that strengthens the academic, economic, social and cultural life of the citizens of New Hanover and Pender counties.

As a member of the North Carolina Community College System, Cape Fear Community College fully supports the system mission and fulfills its purposes by:

- Focusing on vocational, technical, pre-baccalaureate, literacy education, and continuing education programs and services;
- Recruiting, enrolling, advising and retaining a diverse student body;
- Recruiting, retaining and developing a highly qualified and diverse faculty and staff who are dedicated to quality education and service to the College and the community;
- Evaluating existing programs and implementing new curricula and instructional strategies to serve the changing needs of the service area;
- Providing support services that help students succeed;
- Enhancing student life through clubs, cultural activities, leadership opportunities, and athletics; and
- Interacting and cooperating with others to encourage, promote and facilitate economic and community development.

Approved by the CFCC Board of Trustees, March 23, 1995; revised January 18, 1996; revised November 19, 2003, reaffirmed January 26, 2006, reaffirmed September 10, 2010.

PUBLIC HEALTH &

SAFETY

Nurse Aide Level I

\$193+bk 362-7901

This course offers enhanced learning opportunities for nursing assistant students to develop appropriate fundamental nursing skills in a supervised, controlled setting. This course prepares students for state competency testing. Registration will be 8/2/11 at the Burgaw Center beginning at 9a. Limited seating. Please bring the following with you to registration: Driver License or Photo ID with Birth Date, Social Security Card, Copy of High School Diploma or GED and Check/Money Order for \$193.00.

8/2-10/6 TuWThF 8:30a-1:30p
Burgaw Center B101 192 hrs.

Nurse Aide Level II

\$193+bk 362-7901

This course teaches direct patient care geared towards students who are seeking training in the health care field at a more advanced level. Participants must have Nurse Aide I license to register. Registration for the night class will be 5/9/11 at the Burgaw Center beginning at 5p. Registration for the day class will be 5/24/11 at the Burgaw Center beginning at 9a. Limited seating. Please bring the following with you to registration: Driver License or Photo ID with Birth Date, Social Security Card, Proof of Nurse Aide I Registry Listing and Check/Money Order for \$193.00.

5/23-8/31 TuWThF 8:30a-1:30p
6/6-9/14 MTuW 6p-10p
Burgaw Center B101 160 hrs.

Nurse Aide I Refresher

\$128 362-7901

This course is for students who have expired NC Nurse Aide I license or out of state Nurse Aide I license. Students will be reintroduced to Nurse Aide practices and be brought up to date on their skills training. This course will prepare students for the Pearson Vue state exam. Please call to pre-register.

TBA
Burgaw Center B101 32 hrs.



PROFESSIONAL

DEVELOPMENT

Medical Terminology and Anatomy & Physiology for the Medical Office

\$178+bks 362-7901

This course will satisfy both prerequisites for the Introduction to Medical Coding course. Students will learn the body systems as well as the spelling, pronunciation and meaning of medical terms. Upon completion of the course, student will be able to move on to Introduction to Medical Coding to be offered in the Fall Semester.

5/31-7/7 TuWTh 8:30a-1:30p
Burgaw Center 90 hrs.

LANGUAGES

Spanish in the Workplace

\$68 362-7901

Develop simple speaking skills with an emphasis on work related situations in the largest growing second language spoken in the United States. This class is for people who have had no previous Spanish language experience. Daily practice is recommended for this course. Please call to pre-register.

6/16-8/4 Th 6p-9p
Burgaw Center B205 24 hrs.

Sign Language

\$123 362-7901

Communicate more effectively with deaf and hearing impaired customers, friends or family. American Sign

Language comes alive as your instructor demonstrates words and phrases. Videotapes are also used to enhance your understanding.

TBA
Burgaw Center 36 hrs.

LEISURE/

RECREATIONAL

Joys of Painting

\$50 362-7901

Students will learn how to use color, materials, brushes, and mediums. In this course students are not required to draw. Participants are given the opportunity to be creative with paints or charcoal. Students will make the choice to paint/sketch the subject of their choice as they design it. All skill levels are welcome. Register at first class.

6/1-7/18 M 9a-1p
7/25-8/29 M 9a-1p
Burgaw Center 24 hrs.

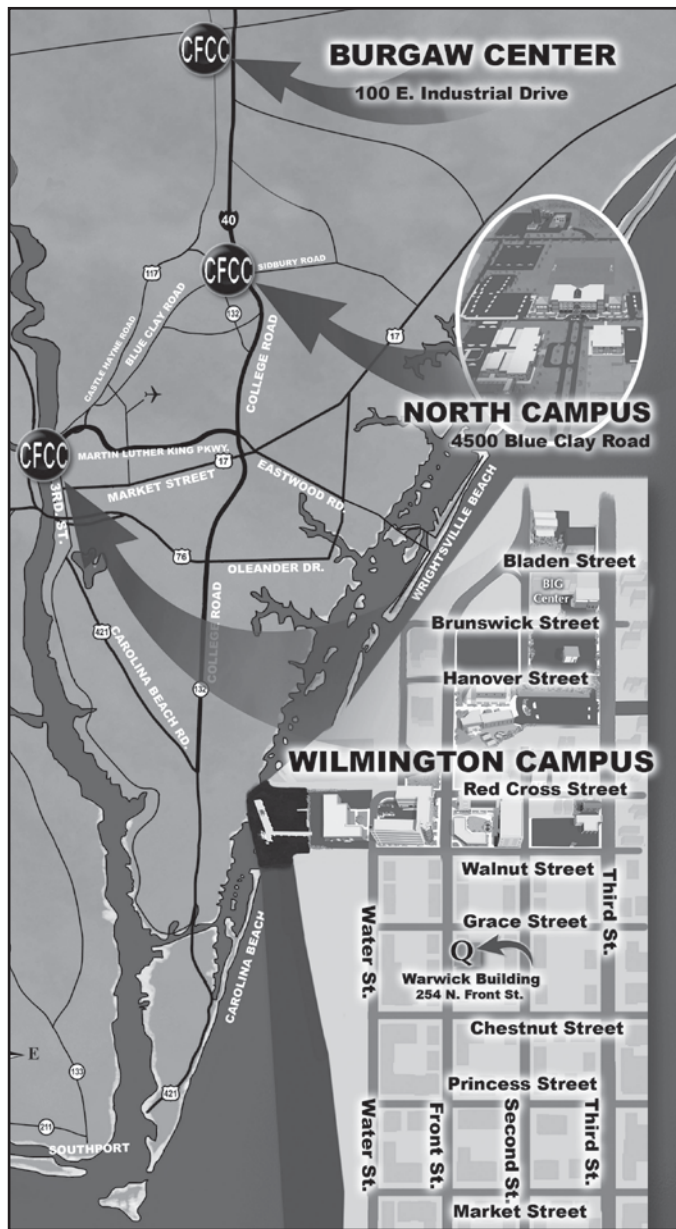
Basic Digital Photography

\$68 362-7901

This course will introduce the student to all of the basics in the operation of a digital camera. Topics include understanding the manual, basic camera settings, lighting concepts, etc. Students must bring their own camera to class. Students who complete this course will be prepared for the Intermediate Digital Photography class to follow.

6/1-8/1 M 6p-9p
Burgaw Center 24 hrs.

TBA
Surf City Community Ctr 24hrs.



Directions to the Downtown Wilmington Campus:

From North (I-40):
 Take **I-40** to Wilmington.
 Continue onto **US-117 S/N College Rd.**
 Turn Right onto **US-74 Martin Luther King Jr. Pkwy.**
 Continue onto **N 3rd St.**
 Turn Right onto **Brunswick Street**

From the West (Brunswick County):
 Take **US 74/76** Cross the Cape Fear Memorial Bridge.
 Turn left after the bridge, onto **3rd St.**
 Follow **3rd St.** (1.5 mi)
 Turn left on **Brunswick St.**

The BIG Center is on the corner of Brunswick and 3rd St.
 Big Center address:
 805 North 3rd Street, Wilmington, NC 28401
 Downtown Campus Address:
 411 N. Front St. Wilmington, NC 28401

Directions to the North Campus

From the west (Raleigh):
 East on **I-40 E**
 Take **exit 414** toward Castle Hayne
 Turn left onto **Holly Shelter Rd**
 Follow **Holly Shelter Rd** for .8 mi
 Turn left onto **Castle Hayne Rd**
 Continue onto **N Carolina 132 S/US-117 S/N College Rd**
 Follow **N College Rd** for 2.2 mi.
 Turn left onto **Blue Clay Rd**
 CFCC's North Campus is immediately on your right

Coming from Wilmington area:
 Take **US-117 N/N College Rd.**
 Take **exit 420B** for **US-117 N/North Carolina 132 N**
 Merge onto **N College Rd**
 Follow **N College Rd** for 2.7 miles
 Turn right onto **Blue Clay Rd**
 CFCC's North Campus is immediately on your right

From the East (Jacksonville):
 Follow **US-17 S/Ocean Hwy/Wilmington Hwy**
 Turn right onto **Sidbury Rd** follow for 7.2 miles
 Turn left onto **Blue Clay Rd**
 CFCC's North Campus is immediately on your left

Directions to the Burgaw Center

From Wilmington:
 Follow **I-40 W** (9.9 mi.)
 Take **exit 416B**
 Turn left onto **NC 210 W** (.4 mi.)
 Take the 1st right onto **US-117 N**
 Follow **US-117 N** (7.3 mi.)
 Turn left onto **US-117 BUS S/S Walker St** (.5 mi.)
 Turn left onto **Progress Dr** (.2 mi.)
 Take the 1st right onto **Industrial Dr** (.3mi)
 CFCC's Burgaw Ctr will be on the right

SUMMER 2011

Cape Fear Community College

**FOR MORE INFORMATION
And Campus Directions
Call (910) 362-7170
www.cfcc.edu/ce**



**NEW
CLASSES
AVAILABLE!**

www.cfcc.edu/sbc

Call 362-7216 or email sbc@cfcc.edu for more information.

Wilmington Campus
411 N. Front St.
Wilmington, NC 28401
910-362-7000
www.cfcc.edu/ce

North Campus
4500 Blue Clay Road
Castle Hayne, NC 28429
910-362-7700
www.cfcc.edu/ce

Burgaw Center
100 E. Industrial Drive
Burgaw, NC 28425
910-362-7900 or 259-4966
www.cfcc.edu/ce

