

REALIZE YOUR POTENTIAL. DISCOVER YOUR PASSION.

reach

CONTINUING EDUCATION COURSES | SUMMER 2017

SUMMER CAMPS

JUNE - AUGUST
FOR AGES 8-15



- Art
- Culinary
- Chemical Technology
- Performing Arts
- Quilting
- Scuba
- Sewing
- Woodturning



Learn something
NEW this summer
at **CFCC!**

CAPE FEAR
COMMUNITY
COLLEGE



CFCC Continuing Education Schedule

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SUMMER FUN AT CFCC!

SUMMER CAMPS JUNE - AUGUST

Full day and half day options. For ages 8-15.

Register Now!

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2 ways to register



1 Register online:
cfcc.edu/ce/schedule-of-classes

Visa, MasterCard, and American Express are accepted.

2 In-person at these locations:

CFCC Wilmington Campus
 Continuing Education Department
 502 North Front Street, 5th Floor
 Wilmington, NC 28401

CFCC Burgaw Center
 100 East Industrial Drive
 Burgaw, NC 28425

CFCC Alston W. Burke Center at Surf City
 621 NC Hwy. 210 E.
 Hampstead, NC 28443

You must register 24-48 hours before the start date of the course. Payment due at registration.

Other Registration Information:

- Check the specific course description for special registration information.
- Public Safety training students may be eligible for fee waivers.
- EMS students must register in person with EMS staff.

For more information call (910) 362-7370.





ADULT EDUCATION

basicskills@cfcc.edu

Need to finish your high school diploma or take the GED® Test? Want to improve your English Language Skills?

CFCC's Academic and Career Readiness Department can help you meet your goals! Classes are offered at all CFCC campuses and at off-campus locations throughout New Hanover and Pender counties, as well as online.

ADULT HIGH SCHOOL

(910) 362-7182

This is a traditional evening and online high school program that meets at the downtown and Burgaw campuses. Students complete the 22 credits required for a North Carolina high school diploma. Credit may be awarded for courses completed at the student's original high school. Registration is held monthly. Classes operate year round.

Required credits: 4 English credits, 4 Math credits, 4 Social Studies credits (including US History 1 and 2), 3 Science credits, 6 electives, 1 Health and PE credit.

GED® TEST PREP CLASSES

(910) 362-7182

We offer a variety of traditional and online courses to help prepare students to take the official GED® Test.

These classes are offered morning, afternoon, and evening at all CFCC campuses and also at off campus locations. Test prep is taught in the four subject areas: math, reasoning through language arts, social studies, and science. Eligible students attending classes receive the GED® Ready test for free (a \$24 value). Scholarships are also available for eligible students for the official GED® Test (\$20-\$80 depending on the award). Registration and orientation are held every two weeks at the Wilmington campus.

BASIC SKILLS PLUS

(910) 362-7677 or (910) 362-7725

Earn your AHS diploma or GED® Diploma while completing college or continuing education classes for free! Eligible students can complete college or continuing education credits in the following courses while enrolled in the AHS or GED® Test prep classes.

- Air Conditioning, Heating and Refrigeration (HVAC)
- Building Technology/Carpentry
- Certified Production Technician
- Nurse Aide
- Truck Driver Training
- Welding

To enroll in Adult High School, GED® Test Preparation Classes, or Basic Skills Plus:

Age 18 or older:

1. Bring a valid identification card (driver's license or state ID card).
2. Know your Social Security number or bring your card.
3. Obtain your official high school transcript in a sealed envelope.
4. Attend registration and orientation.

Ages 16 or 17:

1. Complete steps above.
2. Bring your parent or legal guardian to registration.
3. Obtain and complete a notarized parental consent form available at CFCC's Wilmington Campus or online at cfcc.edu/ce/basic-skills/ahs/.
4. Bring a completed official school withdrawal form signed by the superintendent or designee available at CFCC's Wilmington campus or online at cfcc.edu/ce/basic-skills/ahs/.



Did You Know?

People with a high school diploma earn **\$331,000** more over a lifetime than those without a high school diploma!

Source: Georgetown University Center on Education and the Workforce

EXPRESS ENROLLMENT (910) 362-7457

Additional GED® Test preparation classes are held at the following locations. These classes allow students to register with the teacher and begin class immediately.

- Boys and Girls Brigade Center
- Burgaw Middle School
- Carolina Beach Recreation Center
- Hillcrest
- Martin Luther King Community Center

*We add new locations frequently!
Call (910) 362-7457 for updates.*

ENGLISH AS A SECOND LANGUAGE (ESL) (910) 362-7184

Improving your English language skills can help you get a better job, participate more in your community, finish high school, or earn a college degree. ESL classes are offered at the downtown, Burgaw, and Surf City campuses and at off-campus locations.

Students receive instruction in reading, writing, math, technology, and civics. Classes meet mornings, evenings and on weekends. Registration and orientation are held monthly at CFCC's

downtown campus, or students can register with their teacher at all off-campus locations.

Call (910) 362-7184 for more information. To enroll:

1. Bring a photo ID card.
2. Know your complete address.
3. Attend one of the registration and orientation sessions for downtown classes or register in person at all other locations.

ESL classes are offered at the Wilmington, Burgaw, Surf City and North Campuses and at off-campus locations.

CAREER READINESS

cfcc.edu/ce/hrd/
(910) 362-7324
careerready@cfcc.edu

Unemployed and in need of help searching for a job? Do you want to update your résumé and cover letter, and practice your interview skills? Afraid of computers?

Career Readiness classes will help you search for a job and prepare for the interview. Classes are offered at all CFCC campus locations and at off campus locations, morning, afternoon, evening, and online. CFCC partners with local employers to ensure that students are prepared for the interview and are aware of the needs of local businesses and employers.

Classes are fee-waived for unemployed, underemployed, and those who have received notification of a pending layoff.

EMPLOYABILITY LABS

Get one-on-one assistance with your job search, résumé, and interview skills from a trained professional. Attend as often as you need to complete your job search. Obtain your National Career Readiness Certificate (NCRC), a nationally recognized credential that proves to employers you are the best candidate for the job!

North Campus

5/15/17-8/2/17 MW 1-5p NA303

Wilmington Campus

5/23/17-8/3/17 TTH 9a-1p A316

5/22/17-7/31/17 M 4:30-7:30p S313

Burgaw Campus

5/16/17-7/25/17 T 6-9p B105

CAREER READINESS (CONT.)

Career Building 101 (3 hour class)

5/18/17	TH	6-9p	B105
6/15/17	TH	6-9p	B105
7/20/17	TH	6-9p	B105

Pender Career Center

5/16/17-8/1/17	T	8a-12p	
5/16/17-8/1/17	T	12:30a-4:30p	

New Hanover Workforce Center

5/22/17-08/3/17	M-TH	8:30a-12:30p	
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Career Building 101 (4 hour class)

6/9/17	F	8:30a-12:30p	
6/16/17	F	8:30a-12:30p	
6/23/17	F	8:30a-12:30p	
6/30/17	F	8:30a-12:30p	
7/7/17	F	8:30a-12:30p	
7/14/17	F	8:30a-12:30p	
7/21/17	F	8:30a-12:30p	
7/28/17	F	8:30a-12:30p	
8/4/17	F	8:30a-12:30p	

Surf City Center

Career Building 101 (3 hour class)

5/20/17	SA	9a-12p	
5/23/17	T	6-9p	
6/9/17	SA	9-12p	
7/18/17	T	6-9p	
8/1/17	T	6-9p	

Computers and the Job Search

Take your time in this slow paced instructional class that teaches students how to use a computer, specifically for the job search. This five-week course is offered monthly. Classes offered in English and Spanish. **52 hours.**

5/16/17-6/27/17	TTH	8:30-12:30p	S120
5/16/17-7/13/17	TTH	6p-9p	S502

7/11/17-8/17/17	TTH	8:30a-12:30p	S120
7/25/17-9/19/17	TTH	6p-9p	S502

Back to Work Bootcamp

This one week course helps rebuild confidence, explore career options, and helps you identify a job network. Learn to write a résumé and cover letter - and practice the skills to ace a job interview. **12 hours.**

6/5/17-6/9/17	MWF	8:30a-12:30p	S313
7/17/17-7/21/17	MWF	8:30a-12:30p	S313
4/17/17-4/21/17	MWF	6-9p	NA303

Social Media for Employment

Build your brand while networking and get noticed by professionals on social media, especially LinkedIn®. **16 hours.**

5/23/17-6/1/17	MW	9a-12p	A313
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Interview Expert

Learn about the verbal and non-verbal interview, and how to impress with both. By learning how to dress, knowing what NOT to say, and understanding follow-up expectations, you will be poised to walk out of every interview with an offer. This class will prove that interviewing doesn't have to be scary. **3 hours.**

5/17/17	W	6-8p	N303
6/1/17	TH	6-8p	A316
7/11/17	T	6-8p	A316

Got the job? Keep the job!

Learn what employers want in their employees and how to position yourself for long-term success once you have landed your dream job. You will understand what employers define as having an excellent work ethic and the expectations for communication, collaboration, and conflict resolution in a workplace. **9 hours.**

5/22/17-5/26/17	MWF	9a-12p	A313
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CAREER DISCOVERY CLASSES*

5 weeks (48+ hours)

CFCC did the research for you! Construction trades, hospitality and tourism, and healthcare are the major employers in our area. Take one of our Career Discovery classes to get the entry-level skills and employability tips needed to land a job. Leave the class with a complete up-to-date résumé, great interview skills, the National Career Readiness Certificate, and a **guaranteed interview with a local employer!**

Construction Trades Career Discovery

Introduction to blue print reading, measurement for construction, OSHA, teamwork, and basic carpentry skills needed for the job site.

5/22/17-6/12/17	MTWTH	1-4p	
7/10/17-7/31/17	MTWTH	1-4p	

Locations: MW F103 and TTH A316

Hospitality and Tourism Career Discovery

Teamwork, customer service, conflict resolution and professionalism are all necessary to be successful in this field.

6/19/17-7/17/17	MWF	9a-1p	S120
8/14/17-9/11/17	MTH	9a-1p	S120

Medical Receptionist Career Discovery

Prepare for the office environment where professionalism, privacy, customer service, and teamwork are major assets.

5/17/17-6/14/17	MWF	8:30a-12:30p	A316
7/5/17-8/2/17	MWF	8:30a-12:30p	A316

Did You Know?

CAREER DISCOVERY CLASSES OFFER GUARANTEED INTERVIEWS WITH LOCAL EMPLOYERS UPON SUCCESSFUL CLASS COMPLETION!



DEFENSIVE DRIVING

cfcc.edu/communityenrichment/defensive-driving/
(910) 362-7175

CFCC offers classes designed to help you learn safe driving strategies to reduce your risk of citations and motor vehicle crashes. Courses are offered multiple times each month. Please call for upcoming class dates and registration information.

ALIVE @ 25

This course is ideal for young drivers ages 16-25. Through interactive media segments, workbook exercises, role playing, and classroom participation, young drivers can develop strategies to keep them safe on the road.

Wilmington Campus. 4 hours. \$57.

DEFENSIVE DRIVING - FOUR HOUR COURSE

This course will help motivate drivers to change behind-the-wheel behaviors and attitudes. Students will learn skills and techniques to help avoid collisions and reduce future violations. The result is a more responsible driver who grasps best practices to prevent injury and death while operating a motor vehicle. This class is open to any individual or business wanting to increase their awareness of roadway safety.

**North Campus and Wilmington
Campus. 4 hours. \$57.**

DEFENSIVE DRIVING - EIGHT HOUR COURSE

This course is used extensively for court referrals, as a diversion program for drivers with excessive violations, and to retrain drivers with poor driving records. This course addresses the attitudes of drivers so participants can see that their choices have financial, legal, and personal consequences.

Wilmington Campus. 8 hours. \$107.

MOTORCYCLE RIDER - BASIC COURSE

This course is designed for new riders who have never driven a motorcycle and for re-entry riders who need a refresher course. Students will learn about different types of motorcycles, layout and operation of the basic controls, and skills and strategies to become a safer, more responsible rider. Successful participants will receive a N.C. DMV skills waiver card.

North Campus. 22 hours. \$159.

Class are held Friday 6p-10p and
Sundays 8a-6p.

May 12-21
June 2-11
June 16-25
July 7-16
August 11-20



JOB TRAINING

Want a new career? Need to improve your current job skills to get a promotion or a better paying job? CFCC's job training classes can help!

COMPUTERS

(910) 362-7176

etalbert@cfcc.edu

Introduction to MS Office®

This course provides an overview of Microsoft Office software using Word, Excel, Powerpoint, the Internet and email. Students should be able to demonstrate basic understanding of computer applications to enroll in this course. The skills taught in this four week class will transfer to the workplace.

Wilmington Campus. 24 hours. \$80.

Course code# 95003

7/17/17-8/9/17 MW 6-9pm S120

MS Office Refresh®

In this course students will review basic MS Office applications and learn new ones. Applications reviewed and enhanced include Word, Excel, Powerpoint. Students should have a basic understanding of MS Office

to enroll. The skills taught in this four week class will transfer to the workplace.

Wilmington Campus. 24 hours. \$80.

Course code# 95102

6/12/17-7/10/17 MW 6-9pm

Introduction to WordPress®

This course is designed to introduce students to the free, online, open source website creation tool. If you or your business is looking to create or improve your website this class is for you. Students should have intermediate computer skills. Wilmington Campus. 30 hours. \$135. TBA - Call 910.362.7176 for more information.

AUTOCAD®

(910) 362-7319

AutoCAD® Basic/Intermediate

This is a hands-on class that covers basic and intermediate concepts of AutoCAD® software. Students will learn to use the basic drawing and editing commands in AutoCAD® to set up, draw, modify, and dimension architectural, mechanical, and civil drawings, and will increase their speed and proficiency with AutoCAD®.

North Campus. 48 hours. \$135.

Course code # 90402

8/7/17-10/2/17 MW 6-9p NB132

AutoCAD® Advanced

This advanced course of the AutoCAD® series will help students create command aliases, customized toolbars, palettes, and ribbon panels. Additional advanced commands include attributes, tables, fields, and annotative elements.

North Campus. 24 hours. \$80.
6/14/17-7/12/17 MW 6-9p NB132

AUTOMOTIVE (910) 362-7572

Auto Safety & Emission Inspection

This course prepares auto technicians and service personnel as safety and emission inspectors for motor vehicles made prior to 1996. It covers regulations and test inspection procedures and is taught to ensure that students can inspect a vehicle properly and can successfully pass qualification exams for certification as a safety and emission inspector at a licensed inspection station.

Wilmington Campus. 8 hours. \$75.

Course code # 90957
6/12/17 & 6/14/17 6p-10p
Course code # 94359
7/10/17 & 7/12/17 6p-10p
Course code# 94361
8/7/17 & 8/9/17 6p-10p

OBD II Emission Control Inspection

This course focuses on the North Carolina On-Board Diagnostic (OBD) Inspector- Mechanic (I/M) test procedure as well as existing and updated requirements of the I/M to successfully perform the OBD I/M inspection.

Wilmington Campus. 8 hours. \$75.

Course code # 94358
6/13/17 & 6/15/17 6-10p
Course code # 94363
6/20/17 & 6/22/17 6-10p
Course code # 94360
7/25/17 & 7/27/17 6-10p
Course code # 94414
8/1/17 & 8/3/17 6-10p

BARBERING (910) 362-7319

cfcc.edu/ce/barberschool

Barbering Practice & Theory II

This course introduces the science and applications of the barbering

field. Barbering science topics include chemical texture services, men's facial massage and treatments, men's hairpieces, women's haircutting and styling, hair coloring and lightening, and much more. Barbering applications will include shampooing, hair and scalp treatment, shaving and facial hair design, tapered hair cutting, men and women's hairstyling, facial massage and packs, bleaching, frosting and others.

Emerald Square. 420 hours. \$195.

5/15/17-8/30/17 MTWTH 8a-4:15p

EDUCATION

Effective Teacher Training

Effective Teacher Training for Substitute Teachers - Increase your confidence in the classroom by learning the principles and practices of effective teaching. ETT is a requirement for substitute teachers hired in New Hanover County.

Wilmington Campus, 24 hours, \$75.

Course code# 91824
5/8/17-5/11/17 9a-3:30p

ELECTRICAL (910) 362-7319

Electrical License Renewal Courses

The following courses have each been approved by the North Carolina Board of Examiners of Electrical Contractors and meet their continuing education requirements. Students can use the 8 hours of a course towards renewing their Electrical Contractor's license upon successful completion.

2014 NEC Code Changes

The course is designed to get the licensed electrical contractor up to date on the code changes in the 2014 NEC as well as the NC amendments. Topics include Articles 90-200, Articles 210-240, Articles 250, Articles 300-310, Articles 320-400, and more.

Wilmington Campus. 8 hours. \$75.

7/29/17 S 8a-5p S002

Motor Calculations

The course is designed to better equip the electrical contractor with the ability to calculate motor branch circuit feeders, tap conductors, overcurrent devices, overload devices, and motor control circuits.

Wilmington Campus. 8 hours. \$75.

6/24/17 S 8a-5p S002

Electrical Contractor Exam Prep

The course is designed to prepare candidates to successfully pass the electrical contractors exam. Upon successful completion of this course, students will be able to perform NEC related load calculations navigate the NEC calculate box fill conduits and conductor ampacities and deration.

North Campus. 36 hours. \$130.

HEALTHCARE

(910) 362-7883
mplumer@cfcc.edu

The Healthcare Program provides a diverse set of courses designed to provide students with the knowledge and skills to pursue new careers, earn certification in a particular field, and/or enhance their proficiencies within their current employment setting.

Cardiopulmonary Resuscitation

Basic Life Support (BLS)

This course is for healthcare professionals and trains participants to recognize life-threatening emergencies, provide high quality chest compressions, deliver appropriate ventilations, and early use of an AED device. Students will receive a BLS course completion card that is valid for two years.

Wilmington Campus. \$75.

Heartsaver/CPR/AED/First Aid

This course is designed for those with little or no healthcare training. The class is an instructor-led, video based course that provides participants with critical skills to respond to and manage an emergency until medical professionals arrive. Students will receive a course completion card that is valid for two years.

Wilmington Campus. \$69.

Principles of Medical Coding

This program consists of four core classes and a certification exam review class. The goal is to prepare students to take the Certified Professional Coder certification exam. This program is recommended for those with healthcare experience principally in areas such as billing, finance, insurance coding, reimbursement, abstracting, etc.

Medical Terminology and Anatomy/Physiology

Provides detailed information pertaining to the language used by healthcare professionals and the details of the human body, including its systems and functions.

Wilmington Campus or online. 88 hours. \$185.

5/15/17-8/14/17 MW 6-9:30p
9/6/17-12/4/17 MW 6-9:30p

Online Version

88 hours. Cost \$185.

5/14/17-8/13/17
9/6/17 – 12/4/17

Introduction to Medical Coding

The focus of this course is on Current Procedural Terminology (CPT), the Healthcare Common Procedure Coding System (HCPCS) and the International Statistical Classification of Diseases (ICD 10).

Wilmington Campus. 88 hours. \$185.

5/31/17-8/28/17 MW 6-9:30p

Advanced Medical Coding

Students learn to identify provided services and determine the correct codes. Emphasis is placed on reimbursement guidelines for physician practices.

Wilmington Campus. 88 hours. \$185.

8/28/17-11/27/17 MW 6-9:30p

Certification Exam Review Class

This review will provide an overview as well as tips on preparing and taking the AAPC exam. Students will also take a mock exam.

Wilmington Campus. 8 hours. \$75.

7/31/17 & 8/2/17 MW 6p-10p

Healthcare Access Certification

This two-class program is designed to prepare students to earn certification as a Healthcare Access Associate (CHAA) or Healthcare Access Manager (CHAM) through the National Association of Healthcare Access Management (NAHAM).

Students will learn the principles of medical billing and insurance, and the skills and knowledge required to provide outstanding service in all areas of the healthcare process.

Medical Billing and Insurance

This course provides the basic principles of medical office billing, insurance, and administration. The knowledge and skills gained in this class further prepare students to earn either CHAA or CHAM certification. This is a core class for the Medical Coding Program.

Wilmington Campus. 40 hours. \$130.

Course code
7/17/17-8/30/17 MW 6p-9p

Principles of Healthcare Access

This class is designed to provide students with the detailed knowledge and skills required of Patient Access Services professionals. Areas of concentration include, but are not limited to customer service, accounting, administration

and management, EMR utilization, scheduling, registration, etc.

Wilmington Campus. 72 hours. \$185.

6/19/17-9/13/17 MW 6-9p

Healthcare Support

Spanish for Healthcare Providers I

This course provides students with the essentials needed to interact with Spanish speaking patients and families in a culturally sensitive manner, as well as to explain routine procedures and obtain basic medical information.

Spanish for Healthcare Providers II

This course is a continuation of Spanish for Healthcare Providers I.

Sign Language for Healthcare Providers I

This course will provide students with a basic understanding and sensitivity to individuals who are deaf. The goal of this course is for students to be able to exchange short and basic phrases in America Sign Language.

Wilmington Campus. 24 hours. \$70.

Sign Language for Healthcare Providers II

This course is a continuation of the Sign Language for Healthcare Providers I.

Wilmington Campus. 24 hours. \$70.

Behavioral Health

Substance Abuse Counselor

These courses offer students with a series of classes that meets the required 270 clock hours established by the NC Substance Abuse Professional Practice Board (NCSAPPB). The program will provide students with guidance and support as they move through the didactic part of the certification process. Classes are to be taken in the sequence. Call (910) 362-7883 for details.

Class I - Professional and Ethical Responsibilities

This class will meet the prerequisite requirement to become registered with the NC Substance Abuse Professional Practice Board (NCSAPPB). Students will be introduced to the professional code of ethics in this field.

Wilmington Campus. 15 hours. \$75.

Class II - Professional Development for Addiction Counselors

Students will be introduced to the profession of addiction counseling. This class will provide students with the requirements for becoming a certified addiction counselor, including information on the core skills competencies, required supervision, and clinical practicum.

Wilmington Campus. 15 hours. \$75.

Class III - Client, Family, and Community Education for Addiction Counselors

This class is designed to help students develop skills to provide clients, families, significant others, and community groups with information on risks related to psychoactive substance use, available prevention, treatment, and recovery resources.

Wilmington Campus. 42 hours. \$130.

Class IV - Blood Borne Pathogens, Infectious Disease, Nicotine Dependence

This class will provide students with an in-depth overview of infectious diseases and blood borne pathogens, and the link between drug use and the contraction of these communicable diseases.

Wilmington Campus. 15 hours. \$75.

Course code # 93498
6/27/17-7/13/17 TTH 6-9p

Class V - Documentation for Addiction Counselors

This class is designed to increase student's knowledge in using data to improve clinical practice and learn skills and techniques to summarize information. The focus of this class is

helping students develop the skills required to document in a professional manner that is clear and concise.

Wilmington Campus. 48 hours. \$130.

Course code # 91807
5/9/17-6/29/17 TTH 6-9p

Course code # 93544
7/25/17-9/14/17 TTH 6-9p

Class VI - Diagnosis and Treatment Planning for Addiction Counselors

This class will introduce students to the assessment and planning process of their clients. Students will develop the skills necessary to utilize screening tools to obtain client information and determine the client's physical and mental status. The development of comprehensive treatment plans will be a focus of this class. Students will become familiar with the Diagnostic and Statistical Manual of Psychiatric Disorders.

Wilmington Campus. 48 hours. \$130.

Course code # 91808
7/6/17-8/29/17 TTH 6-9p

Course code # 93546
9/26/17-11/16/17 TTH 6-9p

Class VII - Practicum Work Based Learning for Addiction Counselors

Students pursuing certification are required to complete a 300 hour supervised practicum experience. The specific site is based on the students' professional interests. Faculty will assist the student in identifying possible locations, but it is the responsibility of the student to secure a site.

Wilmington Campus. 42 hours. \$130.

Course code # 91809
9/5/17-10/19/17 TTH 6-9p

Class VIII - Crisis Planning and Intervention

Utilizing the NC Interventions (NCI) criteria, students will learn proven strategies for safely defusing anxious, hostile, or violent behavior at the earliest possible stage. Emphasis will be on assessing the risk for escalating behavior, appropriate interventions,

and the use of nonphysical methods of management. Enhancement of verbal and non-verbal communication is a focus. Students will become certified in North Carolina Interventions (NCI).

Wilmington Campus. 48 hours. \$130.

Course code # 91810
10/26/17-12/21/17 TTH 6-9p

MARINE COURSES

Upgrade to Master License Course

The purpose of this class is to demonstrate knowledge and proficiency, to the satisfaction of the instructor and the US Coast Guard, of the topics and subject material required to upgrade from an OUPV license to a Master's License for vessels up to 100 Gross Tons.

Wilmington Campus. 24 hours. \$75.

Course code # 93731
6/08/17-6/13/17 6-10p

Upgrade to Master License Examination

The purpose of this class is to demonstrate knowledge and proficiency, to the satisfaction of the instructor and the US Coast Guard, of the topics and subject material required to obtain a Master of 100 Gross ton license.

Wilmington Campus. 4 hours. \$100.

Course code # 93732
6/5/17-6/13/17 6-10p

Assistance Towing Endorsement

This 4-hour session is provided for students who have attained, or are in the process of obtaining their U.S. Coast Guard Captain's or Mate's License for vessels of 200 gross or less. This course serves in lieu of taking an Assistance Towing examination at any U.S. Coast Guard Regional Examination Center.

Wilmington Campus. 4 hours. \$75.

Course code # 93730
6/1/17 6-10p

NURSING ASSISTANT

(910) 362-7218

cmcliverty@cfcc.edu

Nursing Assistants are in great demand. CFCC provides courses in Nursing Assistant I and II and Home Health Aide. CFCC is an in-facility N.C. State Testing Site. Classes are held at the Wilmington, Burgaw and Surf City campuses.

Nursing Assistant I (NA I)

This course is approved by the North Carolina State Department of Health Care Services Regulation (DPHSR). Students who successfully complete this NA I training course are eligible to sit for the NC State Nurse Aide I Registry exam.

Wilmington Campus. 160 hours. \$180.

NA I – Day Course

5/22/17-8/2/17 M-TH 8:30a-12:30p L305

NA I – Day Course

5/23/17-8/2/17 T-F 10a-2p L315

NA I – Evening Course

5/22/17-8/2/17 M-TH 5p-9p L315

Burgaw Center. 160 hours. \$180.

NA I – Day Course

5/23/17-9/19/17 TTH 8:30a-1:30p B101

Surf City Center. 160 hours. \$180.

NA I – Day Course

5/23/17-8/2/17 T-F 8:30a-12:30p SC106

Registration for NA I is M-F, 9a-3p

4/17/17-5/12/17 - Wilmington Campus, L-Building, Room L- 304

4/17/17-5/12/17 - Burgaw Center – Main Office

4/17/17- 5/12/17 - Surf City Alston W. Burke Center – Main Office

For full registration details visit:

cfcc.edu/na/nurse-aide-coned

Nurse Aide II (NA II)

This course is approved by the North Carolina Board of Nursing (NCBON). Students who successfully complete

this NA II training course will be placed on the NC State Nurse Aide II Registry.

Wilmington Campus. 176 hours.

5/22/17-7/25/17 M-TH

Registration for NA I is M-F, 9a-3p

4/17/17-5/12/17 - Wilmington Campus, L-Building, Room L- 304

For full registration details visit:

cfcc.edu/na/nurse-aide-coned

SERVSAFE® CERTIFICATION

(910) 362-7319

ServSafe® Certification Prep

A basic food sanitation and safety course, the ServSafe® certification is an important certification for employees in the food service industry.

Class will meet over the course of four evenings, and the certification exam will be given on the final night of class. This course can also be scheduled for an individual company with a minimum of 10 students.

Wilmington Campus. 16 hours. \$75.

6/19/17-6/27/17 MT 5:30-9:30p

WASTEWATER TREATMENT

(910) 362-7319

Wastewater Treatment Operator

Interested in obtaining your licensure in Wastewater Treatment? This course is designed to improve the skills and effectiveness of wastewater plant operators and prepare participants for the state certification exam.

Wastewater Treatment Facility. 69 hours. \$180.

PUBLIC SAFETY COLLEGES AT CFCC

EASTERN CAROLINA FIREFIGHTERS ASSOCIATION

OCTOBER 4-8, 2017

CFCC SAFETY TRAINING CENTER - CFCC NORTH CAMPUS



BECOME A FIREFIGHTER AT CFCC!

**FIRST RESPONDERS
ACADEMY**

JULY 17 - DECEMBER 20

CONTACT 910.362.7642 OR VISIT CFCC.EDU/PUBLICSAFETY



PUBLIC SAFETY

(910) 362-7180

bporter@cfcc.edu

The Public Safety training department offers classes in fire, rescue, EMS, in-service law enforcement, and emergency management. A broad range of classes are offered throughout the year based on area needs, agency requests, and new training standards.

EMERGENCY MEDICAL SERVICES (EMS)

(910) 362-7751

cfcc.edu/publicsafety/ems

cbatson@cfcc.edu

EMT training prepares the student to perform patient care in a pre-hospital setting. The course goal for EMT, EMT Intermediate, and Paramedic is to prepare competent entry-level EMS personnel in the cognitive, psychomotor, and affective learning domains. After successful completion of each class, a state examination is required for NC OEMS credentialing. EMT Refreshers, Basic Anatomy and Physiology, CPR, Narcan, and more are offered throughout the year.

Emergency Medical Technician (EMT) Initial (day class)

EMT Initial class is designed to prepare students to perform basic patient care in a pre-hospital setting and take the NCOEMS credentialing

exam at the EMT Basic level. Topics include patient assessment, vital signs, airway management, CPR/AED use, hemorrhage and shock management, splinting, spinal injury management, pediatric treatments, and obstetrical emergencies.

North Campus. \$180 + fees. Fire, rescue, EMS may be eligible for \$180 fee waiver.

5/22/17-8/11/17 M-TH 9a-1p NA103

12 Leads Made Easy

Tim Phalen has provided ECG education to over 75,000 healthcare providers in the United States and over a dozen other countries. Tim was recognized by the American Heart Association in the 1997 ACLS Textbook for his approach to teaching 12-lead ECG interpretation, authored the textbook The 12-lead ECG in Acute Myocardial Infarction and co-authored The 12-lead ECG in Acute Coronary Syndrome.

North Campus. \$70 unless fee waived.
6/9/17 - 6/10/17 F,Sa 9a-4p

Monthly Online CME

Monthly Online CME is offered for the EMT Basic by CFCC EMS Continuing Education division through 911 eLearning. Topics are Cardiac Emergencies to include the VAD device for May and Pediatric cardiac arrest/emergencies for June. All topics are to meet NCOEMS and National Registry requirements.

North Campus. \$70 unless fee waived.

FIRE/RESCUE AND EMERGENCY MANAGEMENT

(910) 362-7711

cfcc.edu/publicsafety/fire-rescue-emergency-management

cgnelson247@mail.cfcc.edu

The Fire/Rescue Training Department offers fire/rescue training, as well as emergency management classes, by coordinating with area fire/rescue departments, emergency management personnel, and area first responders. The N.C. Office of State

Fire Marshal, National Fire Academy, and FEMA are a few of the certifying agencies for first responder training. Firefighter recertification training and courses in the latest technology are also offered locally. Fire brigade/emergency response team training and customized training programs are available upon request.

First Responder Academy July 17 – December 20, 2017

This academy is a comprehensive program which includes Firefighter Certification, Hazardous Materials Responder, Emergency Vehicle Driving, Traffic Incident Management, NCRIC Rapid Intervention Crew, Emergency Medical Technician (EMT) and other vital information necessary for future firefighters. This program prepares the cadet for a career in firefighting. **Application and paperwork due by July 7.** Please visit our website at cfcc.edu/publicsafety for more information.

NIMS ICS (National Incident Management System) Incident Command System

The National Incident Management System (NIMS), which is under the Federal Emergency Management Agency, provides a consistent nationwide template to enable all government, private sector, and nongovernmental organizations, including all first responders, to work together effectively during domestic incidents. The intent of NIMS is to be applicable across a full spectrum of potential incidents and hazard scenarios, regardless of size or complexity and improve coordination and cooperation between public and private entities in a variety of domestic incident management activities. NIMS provides for interoperability and compatibility among all responders. All NIMS classes are offered sporadically and upon request.

Classes include:

- NIMS ICS700 National Incident Management System An Introduction
- NIMS ICS100 NIMS: Introduction to the Incident Command System
- NIMS ICS200 NIMS: ICS for Single Resources and Initial Action Incidents
- NIMS ICS300 NIMS: Incident Command System, Intermediate
- NIMS ICS400 NIMS: Incident Command System, Advanced
- NIMS ICS402 NIMS: Overview for Executives, Senior Officials
- NIMS specialty classes
- All Hazards Position Specific classes (FEMA) – upon demand

FIRE ALARMS SYSTEMS TRAINING (FAST) – ONLINE

cfcc.edu/publicsafety/fas
pinferrera@cfcc.edu

The Fire Alarm System Training (FAST) program is designed to produce competent and qualified technicians in the field of alarm systems. Classes are four months in duration and consist of three sessions per week. Each session will include a Lesson and a Progress Survey to evaluate the student's understanding of the topics. The National Institute for Certification in Engineering Technologies or NICET "is a non-profit organization created by the National Society of Professional Engineers to serve the certification needs of the engineering technology community." Fire Alarm Systems Training endorses and encourages NICET certification. Classes begin in January, May, and September.

Alarms 101

This course is designed for individuals who are new to the fire alarm industry and will focus on fundamentals. Students will learn basic electrical

theory; resistance, voltage and current; physics involved in chemical reaction and the byproducts of fire. Objectives also include basic electrical workmanship and installation methods of fire alarm equipment and devices. The student will gain an understanding of the requirements of codes and standards that govern fire alarm systems and installations and become familiar with NFPA 72, the National Fire Alarm Code, and NFPA 70, the National Electric Code (NEC)*. 14.4 CEU's, * - Code editions are consistent with NICET's allowable references for the Fire Alarm Systems (FAS) exam(s).

Alarms 102

This course is designed for individuals who are fire alarm technicians or have intermediate experience in the fire alarm industry and will focus on application and design. The subject matter will build upon concepts addressing the behavior and generation of smoke, the combustion process, and the requirements of codes and standards that govern fire alarm systems and installations. Students will become familiar with NFPA 72, the National Fire Alarm Code, NFPA 70, the National Electric Code (NEC), and the International Building Code (IBC)*. 14.4 CEU's.

IN-SERVICE LAW ENFORCEMENT

(910) 362-7217
cfcc.edu/publicsafety/law-enforcement-training
dpo@cfcc.edu

Classes are offered to meet the needs of area law enforcement agencies. Offerings include state mandated and non-mandated classes, RADAR/LIDAR Certification and Recertification, Law Enforcement General Instructor, and specialized training on an as needed basis.



COMMUNITY ENRICHMENT

(910) 362-7199
enrich@cfcc.edu

Expand your horizons and learn something new! From foreign languages to yoga to learning to properly fly a drone, CFCC's Community Enrichment courses are fun, educational and affordable. New courses are added frequently, so please join our mailing to make sure you can find out about the latest classes available!

ARTS & CRAFTS

Painting: Multimedia Studio

Improve your painting skills and develop your own personal style in a friendly and supportive atmosphere. This course is perfect for anyone interested in painting independently with the assurance that an instructor is on hand to offer tips, guidance and encouragement. Work at your own pace using your choice of subject matter and painting medium (oil, pastel, acrylic, or watercolor). Students at all levels of expertise are welcome in this course where everyone receives one-on-one instruction and guidance.

North Campus. 24 hours. \$75.

Course code # 94323

6/5/17-7/24/17 M 1-4p NB125

Wooden Half-Model Making

Begin your woodworking, model making, or boatbuilding experience on a small scale. You will be taught how to read a set of plans and use the basic woodworking tools most commonly found in a boatbuilder's tool kit to shape a half-model of a North Carolina Shad Boat. The class is organized so you can successfully complete your model in a step-by-step procedure and be ready to apply a finish. Tools will be provided, but students must supply wood for their model.

Wilmington Campus. 12 hours. \$75.

Course Code # 94437

6/5/17-6/14/17 MW 6-10p W070

Course Code # 94438

7/10/17-7/19/17 MW 6-10p W070

LANGUAGES

Spanish for Beginners

Explore basic Spanish in a creative, interactive way that will help you retain and practice the language. This course is for beginner students who either have no knowledge of the language or need a refresher of the Spanish language basics. You will learn pronunciation, vocabulary, grammar, and conversation skills. In addition, you will be introduced to various aspects of Spanish culture, including historical and social topics. Students must contact the Community Enrichment department for more information about purchasing the required supplemental workbook.

Wilmington Campus. 24 hours. \$75.

Course Code # 90501

4/17/17-5/24/17 MW 6-8p A304

Spanish: Advanced

Ready to take your Spanish education to the next level? In this course students will enjoy a fully-Spanish communication environment while learning how to read and speak more fluently. Students will continue to expand their vocabulary for everyday objects and common social phrases, as well as learn how to formulate questions, with a focus on correct pronunciation and grammar. Students will also practice conversation skills in a group environment.

Wilmington Campus. 24 hours. \$75.

Course Code # 93614
5/22/17-7/3/17 MT 6-8p A314

WELLNESS

Wellness: Mindfulness Strategies for Stress and Pain Management

Practicing mindfulness allows you to bring awareness to what is going on in your mind and body at any given moment, helping you to slow down and live your life more fully. Learn how to become more focused, present, and relaxed regardless of what is going on in your life. In this class, you will learn five practices of mindfulness: body scan, seated meditation, mindful movement in the form of yoga, walking meditation and loving kindness meditation. You will also develop the skills necessary to practice at home, and be able to access coping techniques for stress related to any life circumstance including pain and illness.

Wilmington Campus. 9 hours. \$75.

Course Code # 93927
5/8/17-6/19/17 M 6-7:30p WA1045

Wellness: Yoga Over 50

Want to do something about that achy, stiff body that crept up on you somewhere along the way? Or do you want to avoid getting that way? Are you recovering from or coping with acute or chronic pain or illness? Try Yoga Over 50 to help you stay at your best. In this class you will learn how to practice basic yoga poses in a safe and effective manner, apply principles of alignment while practicing yoga, and use breath and stillness to enhance your yoga routine.

Wilmington Campus. 9 hours. \$75.

Course Code # 93926
5/8/17-6/19/17 M 4-5:30p WA1045

Russian students earn awards at annual CFCC student honors program



Vladimir Eremin (far left) and his wife Liudmila Eremina (far right) along with CFCC ESL Assessment Retention Specialist Fabiola Soliz (center left), and ESL Coordinator Cindy Fischer (center right).

A married couple from Russia were among dozens of students recently honored at the Cape Fear Community College Student Recognition Ceremony. Held on April 11, the annual event honors students for their outstanding performance in various classes at CFCC.

Vladimir Eremin and his wife Liudmila Eremina both received awards as outstanding students in CFCC’s English as A Second Language program.

Since 2015, they have each attended nearly 600 hours in class.

In 2015-2016, ESL had a total enrollment of 642 students. The current Spring 2017 session has students hailing from 28 different countries.

CFCC SUMMER CAMPS



**Full day and half day options. For ages 8-15. Register Now!
Visit the website at cfcc.edu/summercamp for full details!**

Summer Camp: Chem Tech Investigation (ages 11-13)

Picture this: a group of aspiring chemical technologists are routinely monitoring conditions at the Cape Fear River when an environmental crime scene is discovered. Suddenly, they are in the middle of a serious investigation, and they must use both scientific knowledge and instincts to solve a crime. Campers will have a unique opportunity to use a variety of mobile devices and lab equipment to monitor conditions at the river, as well as collect and analyze crime scene evidence. By the end of camp, the team will decide "who done it" and how.

Wilmington Campus. 32 hours. \$275.
Ages 11-13
Course Code # 94481
7/24/17-7/27/17 M-TH 8a-5p N307

Summer Camp: Discover SCUBA (ages 8-10 and 11-13)

This pool-based camp is designed to provide a safe and fun training program for children interested in what lies beneath the ocean, and it is the perfect introduction to help start a lifetime of diving adventures. Certified SCUBA instructors will show campers the basics of scuba diving and snorkeling in a program designed just for kids.

Robert Strange Pool. 16 hours. \$200.
Ages 8-10
Course Code # 94469
6/19/17-6/22/17 M-TH 8a-12p Pool

Ages 11-13
Course Code # 94470
6/26/17-6/29/17 M-TH 8a-12p Pool

Summer Camp: Explore Fine Art (ages 8-10 and 11-13)

This is not your average arts and crafts camp! Students will go a step beyond by exploring fine art terms, techniques, and basic art theory. Your child will learn about color, form, abstraction and various artistic styles by using an array of artistic media, including acrylic paints, water colors, markers, crayons and collage materials.

Wilmington Campus. 16 hours. \$100.
Ages 8-10
Course Code # 94479
7/31/17-8/3/17 M-TH 1-5p N404

Ages 11-13
Course Code # 94478
7/24/17-7/27/17 M-TH 1-5p N404

SUMMER CAMPS

Summer Camp: Find Your Place in the Performing Arts (ages 11-13)

This all-new camp will allow students to work one-on-one with experienced local actors, music coaches, production staff and teen mentors from Second Star Theatre Company. Campers will work as an ensemble to stage an hour-long compilation of Broadway musical selections and perform them on the last day of camp at CFCC's exquisite new Wilson Center Performance Hall. Students may select from two tracks: *Preteen Stars* will develop performance skills such as singing, dancing and acting, and *Preteen Techies* will develop technical skills such as scenic design, costuming, stage management, lighting and sound.

Wilmington Campus. 34 hours. \$275.

Ages 11-13

Course Code # 94537

Broadway Beginnings

7/10/17-7/13/17 MTW 8a-5p WA1001
TH 8a-7p WA1001

Ages 11-13

Course Code # 94538

Broadway Pop & Rock

7/17/17-7/20/17 MTW 8a-5p WA1001
TH 8a-7p WA1001

Summer Camp: Junior Woodturners (ages 10-12 and 13-15)

This hands-on program is designed to introduce children to the fun and artistry of woodturning. Campers will learn how to safely use a mini-lathe and other common woodturning tools to make hand-made toys, games and gifts from wood. Students will also learn about the history of woodturning, correct safety procedures, various turning techniques, and the materials and equipment needed to turn wood as a hobby at home.

North Campus. 16 hours. \$150.

Ages 10-12

Course Code # 94483

8/7/17-8/10/17 M-TH 8a-12p NB140

Ages 13-15

Course Code # 94484

8/7/17-8/10/17 M-TH 1-5p NB140

Summer Camp: Kids in the Kitchen (ages 8-10 and 11-13)

This camp allows budding chefs to ignite their culinary creativity, explore basic cooking skills and gain confidence in the kitchen while they prepare delicious foods to eat in class. Your child will learn basic knife skills, how to measure and follow a recipe, how to safely cook with heat, and will prepare a variety of foods for breakfast, lunch, and dinner.

Wilmington Campus. 16 hours. \$175.

Ages 8-10

Course Code # 94477

7/31/17-8/3/17 M-TH 8a-12p U517

Ages 11-13

Course Code # 94475

7/24/17-7/27/17 M-TH 8a-12p U517

Summer Camp: Quick Quilting for Kids (ages 8-10 and 11-13)

Quilting is a relaxing art form that can be learned and enjoyed at any age! Campers will learn how to sew, how to safely quilt with a sewing machine and will then piece their quilts together and

hand-tie them with yarn for a classic, old-fashioned quilting look. The finished product will be a personalized, colorful lap quilt that they can snuggle with while watching TV, use as a beach blanket or give to their favorite person or pet friend.

Wilmington Campus. 16 hours. \$125.

Ages 8-10

Course Code # 94473

7/10/17-7/13/17 M-TH 1-5p A314

Ages 11-13

Course Code # 94474

7/17/17-7/20/17 M-TH 1-5p A314

Summer Camp: Sew Much Fun (ages 8-10 and 11-13)

This sew-tastic camp will teach your child basic sewing machine operation and stitching, and is perfect for the aspiring fashion designer! Along with their peers, children will create either a pair of shorts they can wear or a drawstring back-sack they can use at school. Campers will leave every day more confident of what their hands can do and more curious about where their imagination will take them.

Wilmington Campus. 16 hours. \$150.

Ages 8-10

Course Code # 94471

7/10/17-7/13/17 M-TH 8a-12p A314

Ages 11-13

Course Code # 94472

7/17/17-7/20/17 M-TH 8a-12p A314



Visit our website at
cfcc.edu/summercamp
for full details!

enrich@cfcc.edu
910.362.7199



SMALL BUSINESS CENTER

(910) 362-7216

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 counties.

The following FREE services are provided:

- Classes/Seminars: Targeted to prospective and existing small business owners
- Counseling: Confidential one-on-one business and technology counseling
- Reference Library: Access to the library is available by appointment and includes internet access, business planning, web-editing, and accounting software, marketing/website videos, and business books.

Register online at cfcc.edu/sbc. If payment is required, students can pay online with a credit or debit card.

Starting a Small Business on a Limited Budget

Can you start a business on a limited budget? Could you start a business for \$100? Could a limited budget business lead to bigger dollars, more fun and, maybe, a new future? YES! There are lots of small businesses you can create without having a lot of startup dollars.

Tons of business ideas are right in front of you; in your home, yard, hobbies, or past or current work experiences. In this seminar participants will discover:

- How to find the business that fits you

- Where to find resources to get started (easy ways to get a little bit of money)
- How to plan your small business like a big business
- The five resources everyone has to work with
- How to turn your little business into a bigger business

Businesses such as personal services, business services, computer businesses, repair and maintenance, and fun businesses will all be covered. You will also learn how to prepare a simple

business plan and get started.

Wilmington Campus. 2 hours. Free.

6/1/17 TH 6-8p L-107

How to Start Your Own Drone Business

This workshop will introduce you to the emerging technology industry of Drones (UAV) and teach you specific actionable steps that must be taken to enter and start a business in this new multi-billion dollar (projected) industry. This workshop will introduce you to:

- Brief introductory history of UAS aviation

SMALL BUSINESS CENTER

- Unmanned Aerial Vehicles – UAV
- Unmanned Aircraft Systems – UAS
- Types of UAV by design and capabilities
- Intro to understanding the technology
- Types of payloads and data collected
- Introduction to understanding ‘Backend Data Analysis’ requirements
- Current and future civil and commercial applications of UAV
- Current FAA regulatory requirements for UAV operations by both civil and commercial applications in the National Aerospace System (NAS)
- Hobby vs. Commercial vs. Civil
- Section 333 exemptions
- COAs
- FAA Part 107
- NC DOT UAS requirements
- What to do to get started in this multi-billion dollar industry

The course will be introductory in nature and will not require previous course instruction or experience.

Wilmington Campus. 3 hours. Free.
6/6/17 T 6-9p S-002

Surf City. 3 hours. Free.
8/15/17 T 6-9p SA-124

Creative Marketing for Artists Two-Part Series (held on the same day)

Part 1 - “Creative Marketing for Artists and Crafters: How to Make Your Art Business Thrive!”

Come find out why marketing your art business is as exciting and creative as the process of making art! Learn the top ten marketing methods of over twenty artists—painters, sculptors, folks artists, jewelry makers, musical instrument makers, theatre artists, writers, crafters, etc.—who make their livings from their art. You’ll come away with a palette of bold, bright ideas, and a

plan to implement them. Stop suffering from starving artist syndrome and instead become a marketing maven in this fun, invigorating seminar!

Part 2 - “Creative Marketing for Artists and Crafters: 33 Fun Ways to Boost Your Art Business Sales and Success!”

Are you running out of ideas for what to do with your art business? Come to this fun, invigorating seminar and get a taste of 33 free or low-cost ways you can get your art out there, get it seen, and get it sold! Bring some of your art along too so we can brainstorm what will work best for you and your particular talent/medium. Note: You do not need to attend Part I to attend this seminar-this is a stand-alone seminar and all are welcome.

Wilmington Campus. Part 1: 3 hours. Free. Part 2: 3 hours. Free.

6/15/17	TH	Part 1	1-4p	U-529
		Part 2	6-9p	U-529

50 Home Based Businesses for Startup Entrepreneurs

In 2016, over 25% of all startup small businesses were home based businesses. This seminar is designed to provide start up entrepreneurs with the flexibility they seek in career options by exploring the availability of a home based small business career. Offered by the US Small Business Administration, topics will include developing the key processes for a home based business such as: the startup requirements; the business plan; the marketing plan; the financial plan; and how to obtain alternative lending for your home based small business. **SPECIAL OFFER:** A 200+ page E-book of all 50 Home Based Business ideas is provided for students attending the seminar that explains how to jump start and grow that home based business!

Surf City. 2 hours. Free.
6/20/17 T 6-8p SA-124

Simple Steps to a Well Run Business – 3 Seminar Series

Owning and operating a small business can be overwhelming and frustrating. But with the help of SCORE mentors, the Small Business Center, and your peers, you will see it can also be rewarding and successful. Join your fellow small business owners in this series of three educational sessions (Operate, Navigate, and Communicate) and follow up with peer-to-peer learning roundtables where you decide the topics.

Register for each session in the series separately.

Wilmington Campus. 2 hours. Free.

Session 1 - OPERATE: Learn strategies for business funding and operations.
6/28/17 W 6-8p U-528

Session 2 - NAVIGATE: Discover how to take the time for planning and strategic thinking.
7/19/17 W 6-8p U-528

Session 3 - COMMUNICATE: Develop or refine your “Core Value” and learn ways to communicate it to others.
8/2/17 W 6-8p U528

The ABC’s of Business Basics

This course is geared for the startup, or those small businesses still seeking the basics of how to start, market, manage, and grow their small business. Discussion includes: elements of the business plan, putting the business plan to work and assessing its results; developing the marketing plan; conducting a needs assessment; types of legal structure; strategic small business investment strategies; and developing customer outreach metrics that synergize sales and marketing success. Learn about SBA case studies of real-world area small businesses success stories that reinvented their business model.

Surf City. 2.5 hours. Free.
07/11/17 T 6-8:30p SA-124

Success Secrets to Sell Your Art and Create a Lucrative Art Business - NEW!

Do you love creating art, but hate selling it? Do you easily sell everyone else's creations, but get stuck when it comes to your own? Would you like to inspire more people to purchase your art and create a more profitable art business? If so, this seminar is for you. Discover the top success secrets you can use to create soaring sales and eager buyers for your art. Remember to bring a sample of your art with you to this energizing, fun seminar.

Wilmington Campus. 3 hours. Free.
7/13/17 TH 1-4p U-529

Intro to SBA & Its Small Business Resource Programs

The U.S. Small Business Administration provides a variety of resources to assist small businesses. This course will help you gain knowledge that may help you grow your small business opportunities through SBA programs and partnerships in your area. In this overview of the SBA, learn about SBA alternative capital lending programs, how to qualify for lending assistance, natural disaster preparation and lending, and how to take advantage of SBA managed procurement programs (HUBZONE and 8a) to help market your business to the federal government for women, minority owned, disabled veterans, and those lacking net worth of under \$250k. The Small Business Administration can help!

Surf City. 2.5 Hours. Free.
7/25/17 T 6-8:30p SA-124

Small Business Publishing & Printing 101

Whether you are writing your own book or thinking about getting into small business publishing, the publishing industry is changing faster than anyone could have imagined. Come and walk through the steps of finding or writing a marketable product, business set-up, production, printing,

and distribution. Learn how to tap the eBook revolution.

Wilmington Campus. 3 hours. Free.
7/26/17 W 1-4p U-529

337 Ways to Market Your Business for Greater Profits

The key to any successful business is a successful marketing program that gets measureable results and keeps marketing costs low. Every business has a marketing expense – either by direct labor or purchasing. Learn how to maximize that marketing investment and improving your strategic visibility by generating leads, closing sales opportunities, increasing customer transactions and purchasing, utilize strategic pricing techniques, and dramatically improve bottom line profits. This course is a “must see” for those small businesses seeking to gain maximum exposure of their product or service within their community and better measure the effectiveness of their marketing efforts through a step by step formula – 337 ways!

Surf City. 2.5 hours. Free.
8/8/17 T 6-8:30p SA-124

Basic Bookkeeping “Made Easy” for Entrepreneurs

Walk-through an easy-to-use bookkeeping system; introduction to financial statements; single entry vs. double-entry accounting and bank reconciliations.

Wilmington Campus. 2 hours. Free.
8/10/17 TH 6-8p U-529

Understanding the Balance Sheet for Startups

This seminar covers balance sheet content, understanding owner's equity, capital equipment lists, business entity types, why the banker needs a balance sheet, and how starting a business affects the balance sheet. This seminar receives great reviews from attendees - it turns on the “light!”

Wilmington Campus. 2 hours. Free.
8/14/17 M 6-8p U-529

Understanding the Profit and Loss Statement for Small Business Owners

If you're in business for yourself, there's a good chance you're familiar with the term “P&L.” Short for Profit and Loss Statement, the P&L is the go-to report for getting a high-level picture of your finances. It churns out the proverbial bottom line: revenue minus expenses. But there's a little bit more to it than that. In fact, there is a lot to understand in a P&L. So we will take a deeper dive and learn how to effectively read a P&L statement in this seminar.

Wilmington Campus. 2 hours. Free.
8/24/17 TH 6-8p U-529

Business Planning Basics: Crunch the Numbers and Track the Numbers

This seminar helps you to effectively analyze the key performance indicators of your business (breakeven analysis, product pricing and costs, and the P&L). It is important to understand where you are for effective business planning and decision making.

Wilmington Campus. 2 hours. Free.
8/28/17 M 6-8p U-529

The Business of Book Publishing and Printing 102

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 for your book. Learn how to identify reviewers and key social media without spending a fortune in advertising.

Wilmington Campus. 3 hours. Free.
8/30/17 W 1-4p U-529



WORKFORCE TRAINING SOLUTIONS

(910) 362-7176

etalbert@cfcc.edu

Would your employees benefit from training and development? Does your business require specialized skills or knowledge?

Ready to develop or supplement your company training plan and take your business to the next level? Partner with Cape Fear Community College today!

Top quality training. Affordable bottom line.

CFCC business and industry trainers, experts in their fields, will work with you to develop a class or program, tailored to your company's specific training needs at an affordable cost. You may also choose from CFCC's established curriculum which includes:

- Soft Skills – Leadership Development, Conflict Management, and the Multi-Generational Workplace
- Business Fundamentals – Customer Service, Project Management, and Financial Literacy
- Technology – Microsoft Office® Suite, Data Security, and Social Media
- Industry Specific – Safety Training, Spanish Language Interpreter, and Health Literacy

Considering your budget for the upcoming year?

CFCC offers top quality training for an affordable bottom line.

CFCC's corporate training team can assist with employee development for your entire team.

We offer courses for administrative staff and senior leadership that range from computer instruction to conflict resolution.

CFCC can bring training to you! Classes can be onsite at your company, or at one of CFCC's campuses in New Hanover & Pender counties.

Call today for details.
(910) 362-7176
etalbert@cfcc.edu



How to Register for Surf City Classes

Online registration for classes at CFCC's Alston W. Burke Campus in Surf City is available at cfcc.edu/ce. Use the section number to register and pay using a debit/credit card. Cash, check, or money orders are also acceptable forms of payment from students who wish to register in person at the Center located at 621 N.C. Highway 210 East in Hampstead. **Contact Tammie Parris at (910) 362-7930 or tparris@cfcc.edu for details.**

Basic Beekeeping

This course will teach you how to get along with bees. Learn about how helping bees will help your plants thrive. Learn how to raise bees and share their honey and wax. You will get up close to hives using real equipment and clothing. Register now and see what all the "buzz" is about.

Surf City. 6 hours. \$39.

Course code # 94695

6/20/17-6/22/17 TTH 6:30-9:30p SA119

Computers for Beginners

This course will provide basic computer instruction for students who are not familiar with hardware/software of computers. Students will learn terminology, software fundamentals using MS Word and Powerpoint, Email, and how to effectively search the web. Upon completion, students should demonstrate an "entry-level" understanding computers. Laptops are provided and students will need a flash drive.

Surf City. 24 hours. \$80.

Course code # 94698

5/18/17-6/13/17 TTH 6-9p SA118

Painting: Multi-media

Enjoy painting? Whether novice or experienced, this class allows you to work at your own pace using your choice of subject matter and painting medium. Work with oils, pastels, acrylics, or watercolor under the instruction of local artist Jill Strohpaul. Each student receives one-on-one instruction. Students must bring their own supplies.

Surf City. 24 hours. \$75.

Course code # 94531

6/15/17-8/3/17 TH 9a-12p SA124

Interior Decorating

Do you have an eye for design? Interior decorating can be stressful if you don't know how to pair patterns, shapes, colors, and designs. Learn how to unlock your own personal style and create a home that makes

you happy. Students will have an opportunity to bring in pictures and plans of their homes and get suggestions and guidance on how to turn drab to fab!

Surf City. 24 hours. \$139.

Course code # 94693

6/20/17-7/18/17 TTH 6:30-9:30p SA118

Breaking the Sugar Habit

Just in time for summer! Sugar has been named as a top addictive substance and is found in so many of our foods and drinks. In this workshop, you will learn about hidden sugars and the negative impact that can lead to chronic disease. Change your lifestyle and "break the sugar habit" to live happier, with more energy, and reduce those endless cravings.

Surf City. 2 hours. \$39.

Course code # 94699

5/23/17 TH 6-8p SA124

ALSTON W. BURKE CENTER AT SURF CITY

Outsmart Your Smartphone

Does your 'smart phone' make you feel anything but 'smart'? Explore the endless capabilities of your device including email, internet, downloading/uploading, your favorite apps and the necessary precautions we must take to safely use phones/wireless networks.

Surf City. 10 hours. \$49.

Course code # 94495

6/20/17-6/29/17 6:30-9p SA103

Notary Public

This course provides instruction to individuals who want to become commissioned as a Notary Public.

Topics include legal, ethical, and procedural requirements of the Notary Act. Upon completion of this course with a passing exam grade of 80%, a person is eligible to apply with the NC Secretary of State office. A book is

required and must be purchased prior to class. Book is \$25.41 (exact cash or check only). For more information about requirements and limitations, visit www.secretary.state.nc.us/notary/.

Surf City. 7 hours. \$75.

Course code # 94488

5/11/17 TH 9a-5p SA118

Course code # 94489

6/3/17 S 9a-5p SA118

Course code# 94490

7/13/17 TH 9a-5p SA118

Academic and Career Readiness

For more information call (910) 362-7324 or (910) 362-7186.

GED®

Classes are Monday, Wednesday, and Thursday from 6-9p in SA122.

ESL (English Second Language)

classes are Monday and Wednesday from 6:30-9:30p in SA103.

Note: HRD classes are fee-waived if you are unemployed, underemployed, or have recently received a lay-off notice.

CNA (Certified Nurse Aide- Level I)

For information about nurse aide eligibility and requirements, please email Claudina McLiverty at cmcliverty@cfcc.edu or call Kelly Jordan at (910) 362-7181 for registration information.

Surf City. 160 hours.

5/23/17-8/2/17 TWTH 8:30a-12:30p SA106

5/23/17-8/2/17 TWTH 8:30a-12:30p SA106
Lab/Clinical

CFCC Burgaw Center Class Offerings | Summer 2017

BURGAW CENTER

(910) 362-7909

tuckerlee@cfcc.edu

FUNDamentals of Computers and the Internet NEW!

For many beginners, using a computer or the internet is overwhelming. Understanding the functions of such terms as a mouse, USB, jump drive, and keyboard functions can be confusing. FUNDamentals gives you hands-on basic computer and internet skills so you can be more comfortable with computers and internet activities, in a relaxed, fun, positive environment. There will be time put into practice what you've learned at your own pace. Subjects covered will include: downloading and uploading, cutting, pasting, and document creation,

internet research, email, and social media. Stop sitting on the sidelines and join the FUN in FUNDamentals!

Burgaw Center. 18 hours. \$80.

Notary Public

The NC Departments of the Secretary of State and Community Colleges provides a Notary Public Education Program to assure compliance with notary rules and regulations and to deliver quality notary service. The program educates notaries about legal, ethical, and procedural requirements of notarial acts and is offered throughout the year. Bring a valid ID; textbook can be obtained from the bookstore prior to the start of class.

Burgaw Center. 7 hours. \$75.

Course Code # 91164

6/8/17 TH 9a-5p B103

7/20/17 TH 9a-5p B103

8/10/17 TH 9a-5p B103

Electronic Notary Public

This course is designed for instructional areas related to individuals who want to become commissioned as an electronic notary. Topics include legal, ethical, and procedural requirements of the Notary Act set forth in the General Statute 10B Article 2. Upon completion of this course with a passing exam grade of 80%, a person is eligible to make application with the NC Secretary of State office. Individuals must have current notary commission to participate in E-notary training. For more information, go to secretary.state.nc.us/notary/.

Burgaw Center. \$75.

7/27/17



Homegrown Foods and Fun(ds)

Have access to fresh, nutritious, and local food anywhere you live by growing your own! In this class you will learn about sustainable farming techniques, innovative gardening strategies, and local tricks of the trade. Growing your own food helps you take responsibility for your health, shows respect for the planet, and can even produce a profit. Explore farm design, seeds and breeds, composting, and even raising chickens for beginners. This introductory course is for the urban/suburban/rural homesteader with an entrepreneurial spirit.

Burgaw Center. 8 hours. \$60.

Outsmart Your Smartphone

This course is designed to teach people how to use their Smartphones whether iPhone or Android.

Burgaw Center. 10 hours. \$49.

Course Code # 95100

6/12/17-6/21/17 MW 6-8:30p

Course Code # 95101

7/17/17-7/26/17 MW 6-8:30p

Spanish for Beginners

Have you always wanted to learn how to speak Spanish? Are you interested in the Spanish culture? Explore basic Spanish in a creative, interactive way that will help you retain and practice the language. This course is for beginner students who either have no knowledge of the language or need a refresher of the Spanish language basics. You will learn pronunciation, vocabulary, grammar, and conversation skills. In addition, you will be introduced to various aspects of Spanish culture, including historical and social topics.

Burgaw Center. 24 hours. \$75.

Course Code # 95117

8/7/17-9/18/17 MW 12-2p

CFCC CONTINUING EDUCATION WELDING PROGRAM

The program consists of four courses of specialized classroom and practical hands-on training in the laboratory. Through Welding Fundamentals, MIG, Stick, and TIG welding students are prepared for all aspects needed in the field. Students will learn skills and knowledge needed to enter the field of welding in industrial, manufacturing, and welding shop environments.

Welding Fundamentals*

In this course, students will learn basic skills and knowledge needed to start careers in industrial, manufacturing, and welding shop environments. Topics include blueprint reading, oxy-fuel & plasma arc cutting, weld inspection, and introduction to basic welding processes (MIG & Stick). These and other skills will be taught through books, lecture, a virtual welding simulator, hands-on demonstrations, and practice in the welding lab.

Burgaw Center. 100 hours. \$185.

Course Code # 74787

5/15/17-7/24/17 MW

8a-1p

Want to suggest a new course or find out about the latest upcoming classes? Join our mailing list and let us know!

cfcc.edu/feedback

Welding - MIG*

In this course, students will learn the skills necessary to cut and join mild steel parts using the Oxy-fuel cutting, GMAW (MIG), and FCAW (flux-core) arc welding processes. This will include flat (1F, 1G), horizontal (2F, 2G), vertical (3F, 3G), and overhead (4F, 4G) positions and the proper methods, joint preparation, machine set-up/maintenance, and electrode selection.

Burgaw Center. 125 hours. \$185.

Welding - Stick*

In this course, students will learn the skills necessary to cut and join mild steel parts using the Oxy-fuel cutting and SMAW (Stick welding) welding processes. This will include flat (1F, 1G), horizontal (2F, 2G), vertical (3F, 3G), and overhead (4F, 4G) positions and the proper methods, joint preparation, machine set-up/maintenance, and electrode selection.

Burgaw Center. 115 hours. \$185.

Welding - TIG*

In this course, students will learn the skills necessary to cut and join mild and stainless steel parts using the Oxy-fuel and Plasma cutting and GTAW (TIG) welding processes. This will include flat (1F, 1G), horizontal (2F, 2G), vertical (3F, 3G), and overhead (4F, 4G) positions and the proper methods, joint preparation, machine set-up/maintenance, and electrode selection.

Burgaw Center. 65 hours. \$185.

*Classes in this program run in sequence and have varying start dates. Please call (910) 362-7909 or email tuckerlee@cfcc.edu for details.

Adult High School

Classes are held Monday-Thursday, 5:30p-9:30p throughout the year. Phone (910) 362-7182 or email basicskills@cfcc.edu.

Career Readiness (HRD)*

Get one-on-one help with your resume, applying for jobs and preparing for interviews. Prepare for the National Career Readiness Certificate (NCRC). Classes are Monday and Wednesday from 5:30p-9:30p. Call (910) 362-7186 or email careerready@cfcc.edu.

*Career Readiness (HRD) classes are fee-waived if you are unemployed, underemployed, or have recently received a lay-off notice.

English as a Second Language (ESL)

Classes are held in the evenings throughout the year. Call (910) 362-7184 or email cfischer@cfcc.edu.

GED Exam Prep

Classes are held in Burgaw during the day and evening throughout the year. Call (910) 362-7182 or email basicskills@cfcc.edu.

Ed2GO® – ONLINE COURSES

Want to take interesting courses on your own schedule? CFCC offers a wide variety of non-credit, instructor-led, online classes through a partnership with Ed2Go®.

Each course runs six weeks and consists of 12 lessons, supplemented by interactive quizzes, assignments, tutorials, and online discussions. Complete your lessons and ask questions of your instructor at the time most convenient to you.

Here are a few of the over 350 topics that are available!

- A to Z Grant Writing
- Accounting Fundamentals
- Beginning Writer's Workshop
- Creating Web Pages
- Effective Business Writing

- Explore a Career as an Administrative Medical Assistant
- Fundamentals of Supervision Management
- Guided Reading: Strategies for the Differentiated Classroom
- Introduction to Microsoft Excel 2010®
- Introduction to Microsoft Word 2010®
- Introduction to Microsoft Project 2016®
- Photographing People with Your Digital Camera
- Teaching Adult Learners
- Spanish in the Classroom
- Spanish in the Classroom
- Teaching Students with ADHD

For a complete listing of current online courses, please visit ed2go.com/cfcc/ or call Gerri Hunter at (910) 362-7572 for further information.

Program	Phone	Email
Adult High School	(910) 362-7182	basicskills@cfcc.edu
Arts and Crafts	(910) 362-7199	enrich@cfcc.edu
Auto Safety Emission Inspection	(910) 362-7572	ghunter@cfcc.edu
AutoCAD®	(910) 362-7319	pebrown59@cfcc.edu
Barbering	(910) 362-7319	pebrown59@cfcc.edu
Boating and Marine	(910) 362-7199	enrich@cfcc.edu
Burgaw Campus	(910) 362-7909	tuckerlee@cfcc.edu
Career Readiness/HRD	(910) 362-7324	careerready@cfcc.edu
Community Enrichment	(910) 362-7254	enrich@cfcc.edu
Computer Classes	(910) 362-7176	etalbert@cfcc.edu
Culinary Arts	(910) 362-7199	enrich@cfcc.edu
Dance and Music	(910) 362-7199	enrich@cfcc.edu
Defensive Driving	(910) 362-7175	jhering@cfcc.edu
Effective Substitute Teacher Training	(910) 362-7572	ghunter@cfcc.edu
Electrical Contractor License	(910) 362-7319	pebrown59@cfcc.edu
Emergency Management	(910) 362-7711	cgnelson274@mail.cfcc.edu
Emergency Medical Service (EMS)	(910) 362-7751	cbatson@cfcc.edu
English as a Second Language (ESL)	(910) 362-7184	basicskills@cfcc.edu
Fire/Rescue	(910) 362-7711	cgnelson274@mail.cfcc.edu
GED® Test Prep	(910) 362-7179	basicskills@cfcc.edu
Home and Garden	(910) 362-7199	enrich@cfcc.edu
Job Skills Classes	(910) 362-7319	pebrown@cfcc.edu
Languages	(910) 362-7199	enrich@cfcc.edu
Law Enforcement In-Service	(910) 362-7217	dpoe@cfcc.edu
Marine Captain's License	(910) 362-7572	ghunter@cfcc.edu
Medical Billing and Coding	(910) 362-7883	mplumer@cfcc.edu
Motorcycle Safety	(910) 362-7175	jhering@cfcc.edu
Nail Technician	(910) 362-7319	pebrown@cfcc.edu
Notary Public Education	(910) 362-7572	ghunter@cfcc.edu
Nurse Aid (CNA) I and II	(910) 362-7218	cmcliverty@cfcc.edu
Online Ed2Go	(910) 362-7572	ghunter@cfcc.edu
Private Pilot Ground School	(910) 362-7572	ghunter@cfcc.edu
ServSafe® Certification	(910) 362-7319	pebrown@cfcc.edu
Small Business Center	(910) 362-7216	ccole460@cfcc.edu
Spanish	(910) 362-7199	enrich@cfcc.edu
Substance Abuse Counselor	(910) 362-7883	mplumer@cfcc.edu
Surf City Center	(910) 362-7930	tparris@cfcc.edu
Technology	(910) 362-7199	enrich@cfcc.edu
Welding	(910) 362-7909	tuckerlee@cfcc.edu
Wellness	(910) 362-7199	enrich@cfcc.edu
Workforce Training Solutions	(910) 362-7176	workforcetraining@cfcc.edu

2 ways to register

1 Register Online:

cfcc.edu/ce/schedule-of-classes
 Visa, MasterCard, and American Express are accepted.

2 In-Person at these Locations:

CFCC Wilmington Campus
 Continuing Education Department
 502 North Front Street, 5th Floor
 Wilmington, NC 28401

CFCC Burgaw Center
 100 East Industrial Drive
 Burgaw, NC 28425

CFCC Alston W. Burke Center at Surf City
 621 NC Hwy. 210 E.
 Hampstead, NC 28443

You must register 24-48 hours before the start date of the course. Payment due at registration.

Other Registration Information:

- Check the specific course description for special registration information.
- Public Safety training students may be eligible for fee waivers.
- EMS students must register in person with EMS staff.

For more information call
(910) 362-7000.





CFCC has four convenient locations to serve
New Hanover and Pender Counties!



Wilmington Campus
411 North Front Street
Wilmington, NC 28401

North Campus
4500 Blue Clay Road
Castle Hayne, NC 28429

Burgaw Center
100 East Industrial Drive
Burgaw, NC 28425

**Alston W. Burke
Center at Surf City**
621 NC Hwy. 210 E.
Hampstead, NC 28443