



SUMMER 2021

CONTINUING EDUCATION

SCHEDULE

WILSON
COMMUNITY
COLLEGE



CONTINUING EDUCATION: 2021 SUMMER SEMESTER

The Division of Continuing Education offers a broad range of courses designed to meet adult vocational, avocational, cultural, intellectual, and social interests and needs. Other part-time programs are designed for occupational training needs of new and expanding industries and individuals at all levels of labor and management, as well as the professions.

TABLE OF CONTENTS

Registration Dates and Information

Registration Dates	1
Mail-In Registration.....	2

General Information

Cancellations.....	2
Fees	2
Refunds	2
Eligibility.....	2
Textbook Information.....	2
Continuing Education Units (CEUs).....	2
Attention: Teachers.....	3
Frequently Asked Questions.....	3
Continuing Education Scholarships	4
Continuing Education Registration Form.....	5

Courses Offered

College and Career Readiness Program	6
Human Resources Development (HRD)	7
Community Service	8
Occupational Extension	9
Computer Training	11
Cosmetology.....	12
Emergency Medical Services.....	13
Fire & Rescue Academy.....	14
Health Occupations	15
Small Business Center.....	18

More

Online Courses	Back Cover
----------------------	------------

Admission to all publicly-offered Continuing Education courses is open to adults 18 years of age and older on a first-come, space-available basis, unless special admission requirements must be met. Individuals ages 16 and 17 can be admitted if a release form for minors is completed prior to the class start date. Certain classes require background checks, placement tests, and/or a high school diploma or NC High School Equivalency certification.

Courses are listed under program area headings. Please note that some course information may have changed since publication of the schedule.

Pre-registration and payment of registration fees are required one (1) business day before the class start date for Continuing Education classes. This excludes Basic Skills, HRD, and off-campus classes. All pre-registered students will be notified in advance of any changes to classes. No walk-in registrations will be taken in the classroom (with the exception of Basic Skills, HRD, and off-campus classes).

“Register by” dates are listed for classes that require pre-registration.

Start and end dates for all Continuing Education classes are shown with each listing.

Registrations will be taken during the registration schedule as shown below. Registrations are processed immediately and are on a first-come, first-served basis.

REGISTRATION DATES

Registration will be held in building B-105

Beginning Monday, April 5 through May 7, 2021
 Monday – Thursday: 8 AM – 4:30 PM
 Friday: 8 AM – 2:30 PM

Beginning May 10, 2021
 Monday – Thursday: 8 AM – 4:30 PM
 College closed on Fridays

NOTE: Registration is open for any available class up to one (1) business day prior to the date of the first scheduled class. No registrations will be taken in the classroom. The College reserves the right to cancel a class due to insufficient registrations.

Mail-In Registration

Mail-in registrations must be received in the Continuing Education office one (1) business day prior to the date of the first scheduled class. These registrations will be processed the day following receipt. Students should mail a completed registration form with payment by check or money order made payable to Wilson Community College. Mail to:

Wilson Community College
Continuing Education Registration
PO Box 4305
Wilson, NC 27893-0305

The Continuing Education registration form can be found at: www.wilsoncc.edu/continuing-education

NOTE: Registration fees will be returned if the class is full or is canceled.

GENERAL INFORMATION

Cancellations

A course may be canceled if fewer than ten (10) students enroll. Registration fees will be returned if the class is full or is canceled.

Fees

ALL FEES ARE SUBJECT TO CHANGE BY ACT OF THE NC GENERAL ASSEMBLY.

- A. Occupational Extension fees are based on the number of contact hours as follows:
 - 1-24 hrs. = \$70
 - 25-50 hrs. = \$125
 - 51+ hrs. = \$180
- B. Occupational Extension students will be charged a \$5 technology fee per semester for courses consisting of nine (9) or more hours.
- C. Continuing Education students taking on-campus classes will be charged a \$15 security fee per semester for courses consisting of 16 or more hours.
- D. Basic Skills classes are free.
- E. Community Service/Self-Supporting Fees are based on the cost of offering the course. There are no fee exemptions. All students must pay.

F. Accident Insurance (\$2) and Malpractice Insurance (\$16) are required for EMT/EMS, Nurse Aide, Dialysis, and Phlebotomy students. Insurance is optional for all other Continuing Education students and may be purchased at the Cashier window.

Refunds

For Occupational Extension classes, a 100% refund shall be made if the student withdraws **PRIOR** to the first class meeting. A 75% refund shall be made if the student withdraws from the class **PRIOR** to the official 10% point of the class. In either case, requests for refunds must be made by completing a Continuing Education course withdrawal form, and these forms are available in the Continuing Education office (B-105). No refunds are granted for Community Service and Self-Supporting courses once the classes have started. For classes canceled by the College, a full refund shall be made. You do not have to request a refund in these cases. Please allow 3-5 weeks for processing refunds. No refunds shall be made after the 10% point of the class.

Eligibility

To be eligible to enroll in Continuing Education courses, students must be 18 years of age or secure their principal's permission if they are 16 or 17 years of age and enrolled in high school. Children and others not registered in a class are not allowed to attend.

NOTE: Some programs/courses require students to meet additional age requirements (i.e. Nurse Aide I and II, Fire Academy, EMT).

Textbook Information

Pursuant to the Higher Education Opportunity Act, colleges are required to make required textbook information available to students at the time of registration. This information includes the ISBN number and retail price. If the ISBN number is not available, the College must provide the author, title, publisher, and copyright date. Textbook information is available via a link to the bookstore on the Continuing Education schedule on the College website.

Continuing Education Units (CEUs)

The Continuing Education Unit is used as the basic unit of measurement for an individual's participation in Continuing Education classes, courses, and programs. Wilson Community College awards CEUs for successful completion of learning activities providing unified, systematic instruction in academic and/or occupational courses.

Attention: Teachers

Wilson Community College offers a variety of classes that the Wilson County Public School Administration may accept as CEU credit, depending on applicability of the course to the individual teacher's professional development. Prior to registering for a class, please submit a brief request for approval to your principal. If you teach in a county other than Wilson, please contact your Professional Development Office prior to registering for a course to request approval.

FREQUENTLY ASKED QUESTIONS

What is Continuing Education?

Continuing Education provides quality instruction in non-degree and non-diploma educational activities for area adults. Continuing Education courses do not earn academic credit. These courses are designed to provide specific knowledge and/or upgrade skills. Programs of instruction are designed to lead some students to achieve basic skills proficiencies and enable them to obtain their high school diploma or high school equivalency (HSE). A variety of courses are offered to meet vocational, avocational, cultural, intellectual, social, and recreational interests. Other programs are designed to provide occupational training for existing, new, and expanding industries and individuals at all levels of employment.

Do I have to be admitted to the College as a student?

No. You do not have to be admitted as a Wilson Community College student to take Continuing Education courses.

Does Continuing Education award any type of credit?

Continuing Education courses do not earn academic credit, however, some award continuing education units (CEUs).

What is a blended class?

A blended class is a traditional face-to-face class with an additional online portion.

What if I have questions about a class or program?

If you have questions about a specific course or program, contact the Division of Continuing Education at (252) 246-1287.

Who teaches the course or workshop?

Classes are taught by qualified experts in the area of instruction. Instructors may be Wilson Community College faculty members, professionals, or someone with advanced experience in the topic of instruction. In some cases, the College partners with regional and national training providers.

How do I register?

Pre-registration is required for all classes with the exception of Basic Skills, HRD, and off-campus classes. You must register by the date listed with the course title. No registrations will be taken in the classroom with the exception of Basic Skills, HRD, and off-campus classes.

Is there any type of financial assistance available?

Yes. There are limited funds available for Continuing Education scholarships. Contact the Division of Continuing Education at (252) 246-1287 for information on your specific area of interest.

What is the cost to take a Continuing Education class?

<u>PROGRAM</u>	<u>COST</u>
Adult Basic Education	Free *
Adult High School	Free *
English Language Program	Free *
Occupational Extension	\$70-\$180/class *
Small Business Seminars	Free

Community Service (Self-Supporting):

Student pays a pro-rata share of the cost of instruction. Each fee is shown with course listing.

NOTE: There are no fee exemptions for self-supporting classes. A \$15.00 security fee is required for on-campus classes meeting sixteen (16) hours or more. A \$5.00 technology fee is required for on-campus classes meeting nine (9) hours or more.

FUND YOUR FUTURE: CONTINUING EDUCATION SCHOLARSHIPS

The Wilson Community College Division of Continuing Education has several scholarship opportunities available to students. The scholarships listed below are dependent on the type and length of the class and the award criteria established by the funding agency. Eligible courses are listed under each scholarship. Funding is limited and is not guaranteed.

All scholarships require the submission of an application. Applications are available online and in the Continuing Education Office, Room B-105. Incomplete and/or applications received after published due dates will not be considered for award.

Project Skill-Up

Project Skill-Up is a North Carolina Community College System (NCCCS) initiative with the goal of helping individuals in North Carolina adversely impacted by changes in the tobacco-related sector of the economy. Scholarship assistance is available for individuals to “update” their current skills and provide them with additional marketable skills reflective of fast-growing occupations and/or new industries within their local communities.

Courses eligible for funding: Biowork Process Technician, Cosmetology I, and Nurse Aide I



Governor’s Emergency Education Relief (GEER) Scholarship

Funds are for eligible community college students pursuing high-demand workforce training programs within ten workforce pathways leading to a State or industry-recognized credential. The scholarship awards will be determined by each college based on student need, local industry needs, number of eligible students, and cost of course, up to a maximum award of either \$750 per course or the cost of the course fee(s) if the fee(s) exceed \$750. The scholarships help cover the cost of tuition, fees, books, supplies, credentialing tests, transportation, childcare, and other components of the total cost of attendance.

Courses eligible for funding: Advanced Manufacturing Institute (AMI), Biowork Process Technician, Cosmetology I, EMT (Initial and Paramedic), Dialysis, Fire Academy, Nurse Aide I and II, Pharmacy Technician, Phlebotomy

<input type="checkbox"/> Check if this is a change in name, address or employer.			
Section Number:	Start Date:	Time:	Room:
Course Title:			
GENERAL INFORMATION			
Student Social Security Number: _____ - _____ - _____		Student ID: _____	
Last Name:	First Name:	Middle/Maiden:	
Address:			
City:	State:	Zip:	
County Residence:	County Code:		
Home/Work Phone:	Cell Phone:		
Email Address:			
Birthdate:	Sex: <input type="checkbox"/> Male <input type="checkbox"/> Female		
Ethnicity: <input type="checkbox"/> Hispanic/Latino <input type="checkbox"/> Not Hispanic/Latino			
Race (check one or more): <input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Asian <input type="checkbox"/> Black or African American <input type="checkbox"/> Native Hawaiian or Pacific Islander <input type="checkbox"/> White			
Employment Status: <input type="checkbox"/> Full-Time <input type="checkbox"/> Part-Time <input type="checkbox"/> Unemployed <input type="checkbox"/> Retired			
Employer:	Occupation:		
EDUCATIONAL INFORMATION			
Highest Educational Level Completed (check one): <input type="checkbox"/> 1 <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12 <input type="checkbox"/> GED <input type="checkbox"/> Adult High School Diploma <input type="checkbox"/> College Vocational Diploma <input type="checkbox"/> Associate Degree <input type="checkbox"/> Bachelor's Degree <input type="checkbox"/> Masters Degree <input type="checkbox"/> Doctorate			
<input type="checkbox"/> Yes <input type="checkbox"/> No	Are you currently suspended or have been expelled from another college or educational entity for non-academic disciplinary reasons? If yes, you will need to see the Executive Dean of Continuing Education prior to registering.		
<input type="checkbox"/> Yes <input type="checkbox"/> No	Marketing Notice: I give Wilson Community College permission to use my photo/video/voice or written statement for marketing purposes through print, electronic or social media, unless otherwise stated at the time of image collection.		
Student Signature:			Date:
College Representative Signature:			
Law/Fire/Rescue (agency name):			
Registration Fee: \$		Registration Fee Waived: <input type="checkbox"/> Yes <input type="checkbox"/> No	
Technology Fee: \$	Security Fee: \$	Total Amount Paid: \$	
REGISTRATION INFORMATION			
<p>REFUNDS For Occupational Extension classes, a 100% refund shall be made if the student withdraws prior to the first class meeting. A 75% refund shall be made if the student withdraws from the class prior to the official 10% point of the class. Requests for refunds must be made by completing a Continuing Education course withdrawal form prior to the 10% point of the class. Forms are available in the Continuing Education office (B-105). No refunds are granted for Self-Supporting courses once the class has started. For classes canceled by the College, a full refund shall be made. You do not have to request a refund in these cases. Please allow 3 - 5 weeks for processing refunds. No refunds shall be made after the 10% point of the class.</p> <p>COURSE REPEATS A student enrolling in the same Occupational Extension course more than twice within a five-year period will pay the full student cost. Details of these charges are available in the Continuing Education Office. This provision is waived if course repetition is required for certification or licensure.</p> <p>CANCELLATIONS A course may be canceled if fewer than 10 enroll.</p>			
CONSUMER INFORMATION			
<p>Consumer information is available to all students and prospective students in keeping with the requirements established by the Higher Education Opportunity Act. General information about the College including financial assistance; the annual campus crime report; retention, transfer and completion rates; and FERPA rights are available.</p> <p>This information may be accessed on the College's website under the Campus Information link. Paper copies are available upon request in the Registration Center in Building F or the Continuing Education Office in Building B during daytime business hours. Paper copies are available from the switchboard in Building B during evening hours.</p>			

COLLEGE AND CAREER READINESS PROGRAM

High School Equivalency Pathways

Coordinator: Veronica Faison
(252) 246-1295 • vfaison@wilsoncc.edu

Wilson Community College's College and Career Readiness (CCR) program provides adult students and teenagers (ages 16 and 17) with the academic knowledge and skills necessary to obtain a secondary degree credential, to become workforce ready or college ready, involved in their children's education, and/or more self-sufficient. This program prepares students for college readiness programs and/or job training opportunities by providing basic to advanced reading, math, language, writing, and communications studies in three (3) programs of study; Adult Basic Education, Adult Secondary Education (includes adult high school and HSE), and English Language Program (ELP). The learning objectives of the three (3) studies are carried out in four (4) pathways: Cooperative Pathway, Employment Pathway, Occupational Career Pathway, and Pre-College Pathway. Admission into all pathway programs are determined by an assessment of the student's academic skills. Anyone 16 years of age or older, who has been out of school at least six (6) months and meets the admissions requirement, may enroll in any pathway program.

STEPS TO ENROLL:

Attend a TABE Placement Test Session. Contact Tonya Brinkley at (252) 246-1356 or tbrinkley@wilsoncc.edu to schedule a testing appointment.

1. ID is required in order to take the TABE Placement Test.
2. Your class assignment is based on your TABE scores.

Cost: Tuition and Books - FREE

Adult Secondary Education Program (ASE)

The Adult Secondary Education (ASE) Program offers two programs of study that lead to a high school credential: Adult High School Diploma Program (AHS) and the NC High School Equivalency Program (HSE). Both programs are available in the Occupational Career Pathway and the Pre-College Pathway.

Available Classes:

Math
Reading & Writing
Social Studies
Science

*Course schedules are available on the College website:
www.wilsoncc.edu/schedules

For more information, call (252) 246-1295.

Adult High School Diploma Program (AHS)

In the AHS Program, students earn units of credit to complete their high school curriculum and receive a diploma issued by the Wilson County Board of Education. Sixteen high school core courses and nine (9) elective high school courses transferred in and/or completed at WCC for a total of 25 credits are required. *Students who earn a high school credential at Wilson Community College (WCC) receive a free tuition credit for a WCC Continuing Education or curriculum course, if eligible.*

Available Classes:

Adult High School (Lab)
Adult High School - Online

Additional Fees: AHS Diploma - \$5 (required) Graduation Ceremony - \$15 (optional)

Graduation Cap and Gown - Purchased at the Wilson Community College Bookstore

NC High School Equivalency Program (HSE)

The High School Equivalency Program is designed to prepare students to complete and pass a series of high school exams to earn a NC State High School Equivalency Diploma for college or workplace readiness. Students select from a battery of high school equivalency exams offered by GED Testing Services/Pearson Vue, and Educational Testing Services HiSET. Classroom or online high school equivalency instruction preparations are recommended prior to taking the HSE exams. *Students who earn a high school credential at Wilson Community College (WCC) receive a free tuition credit for a WCC Continuing Education or curriculum course, if eligible.*

Available Classes:

**High School Equivalency – Online
GED®/HiSET Prep Now**

Battery of NC State High School Equivalency Exams:

GED Testing Services/Pearson Vue - \$80
Educational Testing Services HiSET - \$75

Graduation Ceremony - \$15 (optional)

Graduation Cap and Gown - Purchased at the Wilson Community College Bookstore

English Language Program (ELP)

English Language Program is a course of study designed to help adults of other languages improve their English speaking, listening, reading, and writing skills. Three (3) ELP levels are available: Beginning, Intermediate, and Advanced. Adults 18 and older may enroll. Sixteen and seventeen year olds who have never attended or completed high school nor attended elementary school in North Carolina may also enroll.

Available Classes:

**English for Beginners
Intermediate English
English ESL online
Rosetta Stone ESL online**

Adult Basic Education (ABE) Program

The objective of the Adult Basic Education program is to raise students' basic reading, math, and language skills to meet the daily life skills needed to function effectively in the home, workplace, and community. The ABE program of study is designed to achieve the learning objectives of the Cooperative and Employability Pathways.

*Course schedules are available on the College website:
www.wilsoncc.edu/schedules

For more information, call (252) 246-1295.

HUMAN RESOURCES DEVELOPMENT

Coordinator: Robby Taylor
(252) 246-1421 • rtaylor@wilsoncc.edu

The Human Resources Development (HRD) program provides employability skills training, skills assessments, and career exploration. Students learn essential skills that are needed for the job seeker to change over to a new career or to transition back into the workforce.

COST: Tuition for qualifying adults who are unemployed, working part-time, or working full-time and annual income is within the federal poverty guidelines may be waived.

DON'T SEE IT? If there is a course you would like to take as a job seeker, but do not see it offered, let us know! Maybe we can offer this course in the future.

Human Services Exploration

Tuesdays & Wednesdays • 5:30 – 8:30 PM
June 15 – August 3 • \$125 Fee • \$15 Security Fee
\$5 Technology Fee • Room: E-102
Instructor: Tondra Talley • Section Number: 37731
Register by: June 14

This course covers skills and strategies designed to provide employability skills training and career exploration for the role of Income Maintenance Caseworker with Division of Social Services agencies. Fee may be waived for qualifying participants.

COMMUNITY SERVICE

Coordinator: Lisa Shreve
(252) 246-1233 • lshreve@wilsoncc.edu

EARLY REGISTRATION REQUIRED: Class may be canceled if there are not enough students registered prior to the start date. Students will be notified if a class is canceled.

TEACHERS WANTED: We are always looking for new teachers and ideas for new classes to offer our community. If you are enthusiastic and knowledgeable about a particular subject and would like to teach, then let us hear from you! Send a brief description to the Continuing Education Office at Wilson Community College, PO Box 4305, Wilson, NC 27893, or call (252) 246-1287.

DON'T SEE IT? Is there something you want to take that you don't see offered? Let us know! Maybe we can offer your favorite class in the future.

DRAWING AND PAINTING

Colour it Abstract

Mondays • 9 AM – Noon • June 7 – 28
\$45 Fee (self-supporting) • Room: G-100
Instructor: Virginia Lassiter • Section Number: 37750
Register by: June 3

A no-stress class in painting using colour to create your own originals in abstract art. Discover new techniques, and mix your own colours. Paint and have fun doing it! Materials needed: canvas (boards or stretched, any size), acrylics, brushes, palette, cup for water, and an apron or smock.

Oil and Acrylic Painting

Tuesdays • 1 – 4 PM • May 18 – July 20
\$75 Fee (self-supporting) • Room: G-100
Instructor: Steve Benton • Section Number: 37753
Register by: May 17

Thursdays • 1 – 4 PM • May 20 – July 22
\$75 Fee (self-supporting) • Room: G-100
Instructor: Steve Benton • Section Number: 37754
Register by: May 17

Learn to paint with oil acrylics and develop a personal style through the use of line and color perspective. Paint with oil or acrylic while learning the principles and elements of art. Please bring the size canvas that you are comfortable with, photographs of what you want to paint or an idea of subject matter that you are interested in, paints with at least the primary colors, black and white, and brushes.

NEEDLECRAFTS AND SEWING

Carolina Indigo Dyeing: Table Linens

Mondays • 1 - 4 PM • June 7 - 21
\$40 Fee (self-supporting) • Room: G-100
Dyeing Will be Outside • 3-Day Workshop
Instructor: Carola Jones • Section Number: 37755
Register by: June 3

Indigo blue is mesmerizing and one of the oldest dyes used for textiles with an enduring history in the Carolinas. Discover the transformative process of dyeing cloth using plant-based indigo from a 4th generation native practitioner. Traditional Carolina Gullah/Geechee and Algonquin Southeastern Woodlands resist design patterns will be taught to create unique one-of-kind table linens. Bring a dozen 100% cotton white table napkins, rubber bands, twine, small rust proof safety pins, and scissors to the first class.

Knitting for Fun 101

Mondays • 6:30 - 9 PM • May 24 – August 2
\$55 Fee (self-supporting) • Room: C-101
Instructor: Kathleen Wall • Section Number: 37751
Register by: May 20

A no-stress class for the beginning knitter. Learn the very basic steps and stitches of knitting, and have fun doing it. Please bring a skein of yarn and a pair of #7 bamboo or wooden knitting needles.

OCCUPATIONAL EXTENSION

Coordinator: Robby Taylor
(252) 246-1421 • rtaylor@wilsoncc.edu

Biowork Process Technician for Pharmaceutical Manufacturing - Blended

Mondays • 6 - 10 PM Plus 4 hours of online instruction per week • May 17 – August 16 • \$180 Fee
\$5 Technology Fee • \$15 Security Fee • Room: G-236
Instructor: Katrina Williams • Section Number: 37714
Register by: May 13

Online • May 24 – August 6 • \$180 Fee
\$5 Technology Fee • Instructor: Stephanie Winstead
Section Number: 37716 • Register by: May 20

Wilson Community College, working with area pharmaceutical industries, has developed this 136-hour course to provide basic preparation for entry-level operator jobs in pharmaceutical manufacturing. Course competencies include safety, quality, solid dose tableting, coating, and packaging. Math, teamwork, time management, and problem solving are incorporated in the course. (9.6 CEU)

REQUIREMENTS: High school diploma or equivalent. Textbook required.

Industrial Welding I

Thursdays • 6 - 10 PM • May 20 – August 12
\$125 Fee • \$15 Security Fee • \$5 Technology Fee
\$2 Insurance Fee • Room: L-100
Instructor: Greg Johnson • Section Number: 37725
Register by: May 19

This 48-hour course uses the shielded metal arc welding process. Upon completion, students will be able to demonstrate SMAW welding techniques. For safety purposes, steel-toed shoes (leather boots preferred); no cuffed pants or shirts; no open-pocket shirts; no polyester; long-sleeved cotton shirts and denim jeans preferred; no jewelry. *Insurance \$2 required.* (4.8 CEU).

AUTOMOTIVE

DMV - Car Dealer Pre-License

Saturday, July 10 • 8 AM – 5 PM &
Sunday, July 11 • 8 AM - Noon • \$70 Fee
\$5 Technology Fee • Room: P-101
Instructor: Sharon Mercer • Section Number: 37701
Register by: July 8

Saturday, August 7 • 8 AM – 5 PM &
Sunday, August 8 • 8 AM - Noon • \$70 Fee
\$5 Technology Fee • Room: P-101
Instructor: Sharon Mercer • Section Number: 37702
Register by: August 5

Required for individuals seeking an initial NC vehicle dealer license. Students will be required to download class material. The instructor will provide that information during the first class. 100% attendance required. (1.2 CEU)

NOTE: Classes are held at the Coastal Plain Law Enforcement Training Center, 3997 Ward Blvd.

North Carolina Safety Inspection

Monday & Tuesday • 6 - 10 PM • May 17 & 18
\$70 Fee • Room: R-104 • Instructor: Lee Flythe
Section Number: 37717 • Register by: May 13

Monday & Tuesday • 6 - 10 PM • July 19 & 20
\$70 Fee • Room: R-104 • Instructor: Lee Flythe
Section Number: 37718 • Register by: July 15

Prepares auto technicians and service personnel as motor vehicle safety inspectors to present a standardized method of testing and evaluating the performance and knowledge of Inspector-Mechanics conducting North Carolina State Inspections. Space is limited to 12 students. 100% attendance is required. (0.8 CEU)

NOTE: Classes are held at Lee Technology Center, 4815 Ward Blvd. (next to Highway 301)

OBD Emission Inspection

Monday & Tuesday • 6 - 10 PM • June 7 & 8
\$70 Fee • Room: R-104 • Instructor: Lee Flythe
Section Number: 37719 • Register by: June 3

Monday & Tuesday • 6 - 10 PM • August 2 & 3
\$70 Fee • Room: R-104 • Instructor: Lee Flythe
Section Number: 37720 • Register by: July 29

Prepares auto technicians and service personnel as motor vehicle On Board Diagnostics (OBD) emission inspectors. Familiarizes students with the mandates and procedures required for certification as a North Carolina OBD II Inspector-Mechanic. Space is limited to 12 students. Prerequisite: North Carolina Safety Inspection class. 100% attendance is required (0.8 CEU)

NOTE: Classes are held at Lee Technology Center, 4815 Ward Blvd. (next to Highway 301)

WORKPLACE CERTIFICATIONS

Effective Teacher Training - Blended

Tuesdays • 5:30 – 8:30 PM Plus 3 hours per week online • May 18 – June 18 • \$125 Fee
\$5 Technology Fee • \$15 Security Fee
Room: A-112 • Instructor: Carola Jones
Section Number: 37752 • Register by: May 17

This course provides training in effective teaching methods for prospective substitute teachers and helps existing classroom teachers improve the learning environment for students. 100% attendance required. (3.0 CEU)

Electrical Contractor License Renewal

Changes to the 2017 Electrical Code: Articles 90-240
Saturday • 8 AM – 4:30 PM • June 5
\$70 Fee • Room: P-101 • Instructor: Kenneth Batts
Section Number: 37706 • Register by: June 3

These courses meet the annual continuing education requirement for electricians in the State of North Carolina. Topics include NEC Code review, new materials and procedures, and related code requirements (0.8 CEU). All classes are held at the Coastal Plain Law Enforcement Training Center, 3997 Ward Blvd - Room P-101. The required textbook is the most current edition of the National Electrical Code (approx. \$100). For more information, call (252) 246-1287. These 8-hour courses provide continuing education credits (CEUs) for electrical contractors as required by State Board of Examiners of Electrical Contractors.

NOTE: Classes are held at the Coastal Plain Law Enforcement Training Center, 3997 Ward Blvd.

Forklift Operation Training

Wednesday • 8 AM - 2 PM • May 19
\$70 Fee • \$2 Accident Insurance • Room: W-110
Instructor: Kim Barnes • Section Number: 37721
Register by: May 18

Wednesday • 8 AM - 2 PM • June 2
\$70 Fee • \$2 Accident Insurance • Room: W-110
Instructor: Kim Barnes • Section Number: 37722
Register by: June 1

Wednesday • 8 AM - 2 PM • July 14
\$70 Fee • \$2 Accident Insurance • Room: W-110
Instructor: Kim Barnes • Section Number: 37723
Register by: July 13

Wednesday • 8 AM - 2 PM • August 11
\$70 Fee • \$2 Accident Insurance • Room: W-110
Instructor: Kim Barnes • Section Number: 37724
Register by: August 10

Course topics include effective operation of a propane-powered industrial fork truck, safe operating procedures, and the understanding of plant regulations as they apply to fork truck operation. Student accident insurance (\$2) can be purchased through the College at the time of registration. Steel-toed boots or shoes required. No tennis shoes. (0.6 CEU)

NOTE: Classes are held at Lee Technology Center, 4801 Ward Blvd. (next to Longleaf)

Notary Public Training

Tuesday • 8 AM - 4 PM • May 25 • \$70 Fee
Room: E-101 • Instructor: LaWanda Neal
Section Number: 37707 • Register by: May 24

Tuesday • 8 AM - 4 PM • June 15 • \$70 Fee
Room: E-101 • Instructor: LaWanda Neal
Section Number: 37708 • Register by: June 14

Tuesday • 8 AM - 4 PM • July 20 • \$70 Fee
Room: E-101 • Instructor: LaWanda Neal
Section Number: 37709 • Register by: July 19

Tuesday • 8 AM - 4 PM • August 10 • \$70 Fee
Room: E-101 • Instructor: LaWanda Neal
Section Number: 37710 • Register by: August 9

STUDENT REQUIREMENTS: Purchase current Notary Public Guidebook, to be read in advance and brought to class. Student must show valid NC picture ID for class entry. Must score 80% or better to pass. This course can also be used for an update and re-commission. \$70 Fee plus textbook. 100% attendance required. (0.7 CEU)

IMPORTANT: To become a notary, one must meet qualifications established by the North Carolina Secretary of State. For more information, go to <http://www.secretary.state.nc.us/notary/qualifications.aspx> to determine if you qualify to become a Notary Public.

Notary Public Training - Evening

Monday & Tuesday • 6 - 9:30 PM • June 21 & 22
\$70 Fee • Room: E-101 • Instructor: LaWanda Neal
Section Number: 37819 • Register by: June 17

Monday & Tuesday • 6 - 9:30 PM • July 19 & 20
\$70 Fee • Room: E-101 • Instructor: LaWanda Neal
Section Number: 37820 • Register by: July 15

STUDENT REQUIREMENTS: Purchase current Notary Public Guidebook, to be read in advance and brought to class. Student must show valid NC picture ID for class entry. Must score 80% or better to pass. This course can also be used for an update and re-commission. \$70 Fee plus textbook. 100% attendance required. (0.7 CEU)

IMPORTANT: To become a notary, one must meet qualifications established by the North Carolina Secretary of State. For more information, go to <http://www.secretary.state.nc.us/notary/qualifications.aspx> to determine if you qualify to become a Notary Public.

ServSafe Food Service

Saturdays, June 5 & 12 • 9 AM - 5 PM
\$70 Fee • \$5 Technology Fee • Room: E-101
Instructor: Robbie Carver • Section Number: 37703
Register by: June 3

Saturdays, July 10 & 17 • 9 AM - 5 PM
\$70 Fee • \$5 Technology Fee • Room: E-101
Instructor: Robbie Carver • Section Number: 37704
Register by: July 8

Saturdays, August 7 & 14 • 9 AM - 5 PM
\$70 Fee • \$5 Technology Fee • Room: E-101
Instructor: Robbie Carver • Section Number: 37705
Register by: August 5

This 14-hour course is designed to give food handlers an understanding of proper sanitation precautions and cover the expected outcomes, should these practices not be followed. Students will study infections and illnesses, proper food-handling techniques, personal hygiene, personal safety, and information on the OSHA regulations. (1.4 CEU)

REQUIRED TEXTBOOK: Food Safety Management Principles (7th edition) and answer sheet should be purchased from the College Bookstore and begin reading prior to class.

COMPUTER TRAINING

Coordinator: Robby Taylor
(252) 246-1421 • rtaylor@wilsoncc.edu

MICROSOFT APPLICATIONS

Introduction to Personal Computers

Tuesdays • 10 AM – Noon • May 18 – August 3
\$70 Fee • \$15 Security Fee • \$5 Technology Fee
Room: A-112 • Instructor: Gretchen McKeithan
Section Number: 37726 • Register by: May 17

This course offers basic computer concepts and vocabulary to help you become familiar with your PC. This course is designed for the beginner computer user to gain knowledge in computers and the Windows environment. Included will be basic file management, an overview of Microsoft Office software, and exploration of the Internet.

Introduction to MS Excel

Thursdays • 6 – 8 PM • May 27 – August 12
\$70 Fee • \$15 Security Fee • \$5 Technology Fee
Room: A-112 • Instructor: Gretchen McKeithan
Section Number: 37730 • Register by: May 26

Using both Excel 2016, as well as the changes in the 2019 version, students will learn to create, modify, and format Excel worksheets, perform calculations, manipulate data, and print Excel workbooks. Class will focus on using advanced formulas, working with lists, as well as illustrations and charts.

DIGITAL PHOTOGRAPHY

Digital Photography – Adobe Lightroom

Wednesdays • 5:30 – 7:30 PM • May 19 – August 4
\$70 Fee • \$15 Security Fee • \$5 Technology Fee
Room: A-112 • Instructor: Chris Barnes*
Section Number: 37711 • Register by: May 18

A beginning photography course to introduce students to basic aesthetic issues in image making, as well as photographic techniques utilizing digital cameras, electronic image processing, and printing using Adobe Lightroom. (2.4 CEU)

Digital Photography – Adobe Photoshop

Wednesdays • 7:30 – 9:30 PM • May 19 – August 4
\$70 Fee • \$15 Security Fee • \$5 Technology Fee
Room: A-112 • Instructor: Chris Barnes*
Section Number: 37712 • Register by: May 18

Teaches every tool in the toolbox and gives a firm understanding of Layers – Photoshop's most powerful feature! Learn the tips and tricks that make using Layers a breeze. (2.4 CEU)

**Professional Photographer, Adobe Certified Instructor, and Certified Internet Webmaster*

COSMETOLOGY

Coordinator: Robby Taylor
(252) 246-1421 • rtaylor@wilsoncc.edu

These courses are designed to provide students with the appropriate training and number of contact hours needed to fulfill licensure requirements in accordance with the NC State Board of Cosmetic Art Examiners. Topics may include, but are not limited to, cosmetology theory and practical training, finger waving, hairstyling, hair cutting, shampooing, skin, nails, hair coloring, wigs, bacteriology, sanitation, chemistry, and salon management.

Upon successful completion of Cosmetology, I, II, and III, students are qualified to take the State Board of Cosmetic Art Examination. Classes are located off campus at Mitchell's Academy, 2616 Forest Hills Road.

Students must provide a copy of their high school diploma, equivalent or transcript, Social Security card, and driver's license. Interested students should contact Tonya Brinkley at (252) 246-1356 or email tbrinkley@wilsoncc.edu to schedule the Mitchell's Academy placement test. There is no charge to take the placement test. Upon successful completion of placement testing, students will be notified of enrollment procedures.

COSMETOLOGY I

Tuesday - Friday • 8:30 AM - 4 PM &
Saturdays • 8 AM - 4:30 PM • May 18 - September 11
\$180 Fee • \$5 Technology Fee • Location:
Mitchell's Academy, 2616 Forest Hills Road, Wilson
Section Number: 37727 • Register by: May 17

COSMETOLOGY III

Tuesday - Friday • 8:30 AM - 4 PM &
Saturdays • 8 AM - 4:30 PM • May 18 - September 11
\$180 Fee • \$5 Technology Fee • Location:
Mitchell's Academy, 2616 Forest Hills Road, Wilson
Section Number: 37729 • Register by: May 17

COSMETOLOGY II

Tuesday - Friday • 8:30 AM - 4 PM &
Saturdays • 8 AM - 4:30 PM • May 18 - September 11
\$180 Fee • \$5 Technology Fee • Location:
Mitchell's Academy, 2616 Forest Hills Road, Wilson
Section Number: 37728 • Register by: May 17

EMERGENCY MEDICAL SERVICES

Coordinator: Kyle Willis • (252) 246-1296 • twillis@wilsoncc.edu

These courses qualify for Wilson Community College's Continuing Education Student Scholarship Fund. Classes meet the criteria for the North Carolina Office of Emergency Medical Services curriculum. The Wilson Community College Paramedic program has been issued a Letter of Review by the Committee on Accreditation of Educational Programs for the Emergency Medical Services Professions (CoAEMSP). This letter is NOT a CAAHEP accreditation status, but it is a status signifying that a program seeking initial accreditation has demonstrated sufficient compliance with the accreditation Standards through the Letter of Review Self Study Report (LSSR) and other documentation. Letter of Review is recognized by the National Registry of Emergency Medical Technicians (NREMT) for eligibility to take the NREMT's Paramedic credentialing examination(s). However, it is NOT a guarantee of eventual accreditation.

To contact CoAEMSP: 8301 Lakeview Parkway Suite 111-312, Rowlett, TX 75088
Phone: 214-703-8445 • Fax: 214-703-8992 • www.coaemsp.org

NOTE: Students must bring a letter of affiliation from their department chief to be fee-waived.

PARAMEDIC PROGRAM

This class will be approximately 1,000 hours over 3 semesters in addition to the first semester of pre-class requirements. Classes will be held one day a week between 8 AM - 5 PM, and online work will be required. Labs will be scheduled various times of the week to accommodate students scheduled. All field and clinicals will be scheduled during those semesters.

Cost will be approximately \$2,500, all inclusive of textbooks, tuition, online resources, criminal background checks, drug screens, immunization tracker, and uniforms. THIS IS ONLY AN ESTIMATE and can be more or less.

This program will meet or exceed NCOEMS, COAEMSP standards.

Paramedic Initial Hybrid – Semester A Class

Wednesdays & some Saturdays • 8 AM – 4 PM
May 17 – August 22 • \$180 Fee
Section Number: 37776 • Register by: May 13

Pre-requisites:

1. Complete college entrance exams (or completed within the last 12 months). Contact Wilson Community College Student Development office to schedule any testing required. Math and English "Post-Secondary". If you do not meet this level, you must enroll in appropriate Math or English classes to obtain that level requirement. Math and English requirements **MUST BE** achieved before the end of the final semester of your cohort.
2. Enroll in Bio 163 (Anatomy & Physiology) or show completion of BIO 163, 165 & 166, or BIO 168 & 169.
3. Have all registration requirements submitted by Thursday, May 13, 2021.

NOTE: You may be eligible for fee exemption if you are affiliated with an approved NC agency. A letter of affiliation is required to register using "Fee Exemption."

Fall Semester 2021:

Paramedic Semester B (Classroom, Labs, and Hospital Clinical)

Spring 2022:

Paramedic Semester C (Classroom, Labs, Hospital, Field Internships)

EMS Continuing Education Training

Wilson Community College offers monthly Continuing Education Training at various locations in Wilson County. All training materials will be provided by the instructor at registration. All classes are open to those needing to obtain continuing education for their EMS credential.

NOTE: Students must bring a letter of affiliation from their department chief to have fee-waived.

- Crossroads Fire Department: 3rd Thursday of each month
- Rock Ridge Fire Department: 4th Monday of each month
- Bakertown Fire Department: 4th Monday of each month
- Wilson County Rescue: 4th Tuesday of each month
- Stantonsburg EMS & Fire: 4th Wednesday of each month
- Wilson County EMS: Dates TBA
- East Nash Fire Dept: Dates TBA
- Wilson Fire/Rescue Service: Dates TBA

Time is 7-10 PM • *Registration is on site.*
Registration fee is \$70 per class unless fee is waived.

FIRE & RESCUE ACADEMY

Wilson Community College Fire & Rescue Training offers: Firefighter, TIMS, RIC, HAZMAT, Technical Rescuer, Confined Space, Trench Rescue, Driver Operator, Fire Officer, Fire Instructor, Wildland Fire Suppression, Chief 101, ICS and more.

**WILSON
COMMUNITY
COLLEGE**

To request an application package or for more information about the **Fire & Rescue Academy**, contact:

Ben Smith,
Director of Health & Emergency Services
252-246-1372 • bsmith@wilsoncc.edu



 **@WCC.FIRERESCUEACADEMY**

 **@WCCWILSONNC**

 **@WILSONCOMM COLLEGE**

 **@WCCWILSONNC**

 **WILSONCC.EDU**

 **252-291-1195**

 **902 HERRING AVE • WILSON, NC**

HEALTH OCCUPATIONS

Coordinator: Mary Killette • (252) 246-1325 • mkillette@wilsoncc.edu

Health Occupations Important Information

APPLICATIONS REQUIRED

For applications, go to www.wilsoncc.edu/continuing-education/health-occupations. Early registration for Summer semester Continuing Education classes begins on Monday, April 5, 2021. Pre-approval is required to determine program eligibility. As part of the approval process, copies of specific materials are necessary. Please note, once submitted, copies of the originals **will not** be returned to students. Students are advised to keep the originals and provide COPIES of all requested materials.

Classes requiring pre-approval are Nurse Aide I, Nurse Aide II, and Phlebotomy. Pharmacy Technician Training does not require pre-approval, but a copy of the student's high school diploma or GED is required. The Health Program Coordinator will review applications for students who wish to pre-register. Students may call (252) 246-1325 or email mkillette@wilsoncc.edu for any questions regarding the approval or registration process. Classes fill up quickly, so pre-registration is required. Applications are accepted and approved until the class is closed.

Applications will be available on March 22, 2021 at the College in building B, room 105, and/or online at www.wilsoncc.edu/continuing-education/health-occupations. Each application will list the required information that is part of the application packet and must be attached when submitted. Completed applications with required information may be emailed to mkillette@wilsoncc.edu, or faxed to (252) 243-7148.

MALPRACTICE INSURANCE & ACCIDENT INSURANCE

Dialysis, Nurse Aide (Levels I and II), and Phlebotomy courses require malpractice insurance (\$16), accident insurance (approximately \$2), and CPR eCard (\$6). Payment is included with registration.

REQUIRED EDUCATION

All Health Occupations courses require proof of a High School Diploma, NC High School Equivalency, or College Transcript. Nursing Aide I students must provide a current email address on their application.

ADDITIONAL REQUIRED COSTS

Students are responsible and will be notified during the course of additional information.

Required textbooks are available at WCC Bookstore.

FOR NURSE AIDE LEVEL I and NURSE AIDE REFRESHER ONLY: Cost of NC NNAAP testing is \$140 at the end of the course.

Nurse Aide I students will need to sign up with Pearson Vue for state testing via the WCC email address given at registration. Students need to become familiar with WCC email.

STUDENT FEES AND REQUIREMENTS

Fees listed include registration (\$180), student technology (\$5), and security (\$15). There are NO fee waivers for student technology and student security fees. **All** Nurse Aide I and Phlebotomy students will pay an additional \$6 for a CPR eCard (Electronic CPR card).

- \$2 accident insurance
- \$16 malpractice insurance
- \$6 eCard for CPR

All Nurse Aide I students are required to bring **two (2) forms of current, not expired, official, signature-bearing identification** (one of which must be photo bearing), and the other must be a US government issued **social security card, signed, and non-laminated**. An example of photo bearing would be an unexpired driver's license.

NURSE AIDE TRAINING

Nurse Aide Level I

Wednesdays & Thursdays • 8 AM – 4 PM
May 19 – August 5 • Clinical hours 7 AM – 3 PM
\$180 Fee • \$15 Security Fee • \$5 Technology Fee
\$6 CPR eCard • \$2 Accident Insurance
\$16 Malpractice Insurance • (19.2 CEU)
Room: G-115 • Instructor: Pamela Barnes, RN
Section Number: 37742 • Register by: May 18

Nurse Aide Level I

Mondays, Tuesdays & Wednesdays • 5 – 10 PM
May 17 – August 11 • One Saturday Class: 8/7
\$180 Fee • \$15 Security Fee • \$5 Technology Fee
\$6 CPR eCard • \$2 Accident Insurance
\$16 Malpractice Insurance • Room: G-115
Instructor: Donna Clodfelter • Section Number: 37743
Register by: May 13

Prepares students to perform basic nursing skills for patients or residents in a health care related setting. Course includes class, laboratory, and clinical learning experiences. Upon successful completion of the course and the state-administered skills evaluation, the student will be eligible for listing with the Division of Health Service Regulations on the Nurse Aide Level I Registry in North Carolina as a Nurse Aide Level I. The Nurse Aide will always work under the supervision and direction of a licensed nurse. Initial listing with the Nurse Aide Registry Certification as Nurse Aide I will be in effect for two years following completion of written and skills evaluation. Schedule may vary to meet certification requirements. Uniforms are required for class and clinical rotations. NAI students are required to use the WCC email assigned to them at registration to sign up for the NNAAP. Cost of this exam is \$140. Uniforms are required on the first day of class and must be worn each day throughout the class. Uniforms: navy blue scrub top and scrub pants and white leather shoes. Analog watch also required for this class. Attendance at CPR class is mandatory for all students. (19.2 CEU)

TEXTBOOKS:

- North Carolina Nurse Aide I Curriculum (2019) - (Approximately \$80)
- American Heart Association Textbook for CPR - (Approximately \$21)

APPLICATION REQUIREMENTS: (copies required)

- Completed Nurse Aide I application
- High School Diploma, High School Equivalency, or Transcript
- Valid government issued (non-expired) photo ID required per NCNA Registry
- Social Security Card (must be signed, non-laminated)

PROOF OF THE FOLLOWING IMMUNIZATIONS:

- Two TB skin tests within twelve (12) months of May 17, 2021
- Two MMR (Mumps, Measles, Rubella) injections or Titer
- Three Hepatitis B (at least the first injection prior to May 17, 2021 is required) or two Heplisav-B injections
- Varicella injection or Titer (blood test to prove immunity to chicken pox)
- Tdap (within the past 10 years)

It is the student's responsibility to obtain copies of the required immunization records. Keep the original record and **BRING COPIES ONLY.**

**Drug and criminal background check with Castle Branch may be required.*

Nurse Aide Level II

Mondays, Tuesdays & Wednesdays • 5 - 9 PM
May 18 – August 11 • Clinical each session is 5 hours
\$180 Fee • \$15 Security Fee • \$5 Technology Fee
\$2 Accident Insurance • \$16 Malpractice Insurance
Room: G-109 • Instructor: Tanyual Barnes
Section Number: 37744 • Register by: May 17

This 160-hour course prepares students to perform more complex nursing skills for patients or residents, regardless of setting. Course includes class, laboratory, and clinical learning experiences in the health care setting. Required textbook is available at the Wilson Community College Bookstore. Proof of AHA CPR required prior to clinical experience. (16.0 CEU)

TEXTBOOK:

- Advanced Skills for the Healthcare Providers, 2nd Edition, (Approximately \$120)

APPLICATION REQUIREMENTS: (copies required)

- Completed Nurse Aide II application
- Must be listed on the NC Nurse Aide registry (proof of non-expired listing required) in good standing
- High School Diploma, High School Equivalency, or Transcript
- Valid Picture ID (example: unexpired driver's license)
- Proof of Current CPR certification (AHA)

PROOF OF THE FOLLOWING IMMUNIZATIONS:

- One TB skin test (within twelve (12) months of May 18, 2021)
- Two MMR (Mumps, Measles, Rubella) injections or Titer
- Three Hepatitis B (at least the first injection prior to May 18, 2021 is required) or two Heplisav-B injections
- Varicella injections or Titer (blood test to prove immunity to chicken pox)
- Tdap (within the past ten (10) years)

It is the student's responsibility to obtain copies of the required immunization records. Keep the original record and **BRING COPIES ONLY.**

**Drug and criminal background check with Castle Branch may be required.*

Phlebotomy Training and Clinical Education

Mondays & Wednesdays • 5 - 9 PM

May 17 – August 11 • Clinical rotation required during daytime hours for 40 hours off campus, scheduled

Monday - Friday 8 AM – 5 PM • *Class will meet from 5:30 - 9:30 PM during clinical rotation

Class meets 3 Tuesdays: 5/25, 6/8, and 6/22

\$180 Fee • \$15 Security Fee • \$5 Technology Fee

\$6 CPR eCard • \$2 Accident Insurance

\$16 Malpractice Insurance • Room: G-119

Instructor: Andrea Ezzell • Section Number: 37741

Register by: May 13

This 148-hour course prepares students to draw blood specimens from patients for testing and analyzing. A phlebotomy trainee maintains equipment used in obtaining blood specimens, masters the use of appropriate communication skills when working with patients, selection of venipuncture sites, care of blood specimen, entry of the testing process into the computer, as well as clerical duties associated with record keeping of the blood tests. Each student must complete 100 successful venipunctures. Uniforms are required for clinical rotation. Attendance at CPR class is required. (14.8 CEU)

The Division of Continuing Education of Wilson Community College recognizes and is fully supportive of clinical agencies that require a drug screen, background check, or fingerprinting on students. Costs of these tests are the responsibility of the student. The College has partnered with Castle Branch for these tests. No other provider will be accepted. The cost is \$90. Students are required to sign up with Castle Branch at the following web address: www.castlebranch.com: package code WD71 (bgdt). The Phlebotomy program requires a drug screen and background check. Students have ten (10) days after the class begins to sign up with castlebranch.com and to complete the required tasks. Failure to do so will result in the student not being able to continue in the phlebotomy training and clinical experience.

TEXTBOOKS:

- The Phlebotomy Textbook, 4th Edition (Approximately \$85)
- The American Heart Association BLS Healthcare Provider 2016 Standards Book (Approximately \$21)

APPLICATION REQUIREMENTS: (copies required)

- Completed Phlebotomy Training application
- High School Diploma, High School Equivalency, or Transcript
- Valid Picture ID (example: unexpired driver's license)

PROOF OF THE FOLLOWING IMMUNIZATIONS:

- Two TB skin tests (within twelve (12) months of May 17, 2021)
- Two MMR (Mumps, Measles, Rubella) injections or Titer
- Three Hepatitis B (at least the first injection prior to May 17, 2021 is required) or two Heplisav-B injections
- Varicella injection or Titer (blood test to prove immunity to chicken pox)
- Tdap (within the past 10 years)

It is the student's responsibility to obtain copies of the required immunization records. Keep the original record and **BRING COPIES ONLY**.

**Drug and criminal background check with Castle Branch will be required.*

Pharmacy Technician Training

Mondays & Wednesdays • 5 – 9 PM

May 17 – August 11 • \$180 Fee

\$15 Security Fee • \$5 Technology Fee

Room: G-227a • Instructor: Cynthia Galloway

Section Number: 37745 • Register by: May 13

This 96-hour course prepares students to work in a pharmacy to assist with day-to-day activities under the supervision of a registered pharmacist. At registration, students must provide a copy of a high school diploma or equivalent. Upon successful course completion, students are eligible to take the National Certification Exam through PTCB.org (approx. \$125). Textbooks required (approx. \$135). (9.6 CEU includes 2.0 CEU of Law)

TEXTBOOKS:

- Pharmacy Technician, 7th Edition
- Pharmacy Technician Workbook & Certification Review, 7th Edition, Morion Publishing

REQUIREMENTS: (copies required)

- High School Diploma or equivalent

SMALL BUSINESS CENTER

Located at Lee Technology Center, 4815 Ward Blvd.

Director: Melissa Evans • (252) 246-1232

Administrative Assistant: Jay Burbage • (252) 246-1209

SERVICES PROVIDED BY THE SMALL BUSINESS CENTER

- Free webinars related to small business topics
- Small Business Resource Center located within the college library on the main campus.
- No-cost, one-on-one, confidential counseling for potential and current business owners currently offered Online in virtual sessions.
- SBC client resource room equipped with a computer and dual monitors for business planning. Room can be reserved.
- SBC free services can be used by anyone interested in starting a business or currently operating one.
- Enrollment at WCC is not required.

Like us on Facebook at: www.facebook.com/wcc.sbc

- To register for seminars, webinars, or confidential counseling, visit us on the web at: www.wilsoncc.edu/sbc
- Pre-registration for events is required 2 hours before the start time. A link for online events will be provided with the confirmation email shortly after registration.

**All seminars & classes are held at Lee Technology Center unless otherwise indicated.*

FREE WEBINARS - PREPAID WITH YOUR TAX DOLLARS!

NEW: Is My Small Biz Website Working, Really? – Turn Your Website Into a Lead Generating Machine – Online

This webinar covers the importance of creating a purposeful web experience for your web visitors with a focus on user experience and conversion. Topics include the two critical questions for every website build, five industry secrets to maximize conversion, how to keep visitors engaged on your site, and how to get them back when they leave. Too often, website developers and small business owners focus on the aesthetics of their site rather than the conversion metrics. Attendees of this webinar will learn why that is a fatal flaw and how they can overcome it.

Thursday • May 20 • 6 – 7:30 PM • Room: Online
Instructor: Bonnie Minor • Event Number: 580-2021-28
Register by: 4 PM May 20

NEW: The Art & Science of Blogging for Entrepreneurs - Online

Octavia Spencer once wrote, "The hardest thing about writing, for me, is facing the blank page." Nowhere is that quote more relevant in the world of online marketing than when it comes to blogging - which remains one of the most powerful tools available in a small business owner's digital toolkit. This webinar will cover both the science and art of blogging - why it is important, how and when to blog, how to get the most bang out of each blog, and how to get started when staring at a blank page.

Tuesday • May 25 • 6 – 7:30 PM • Room: Online
Instructor: Bonnie Minor • Event Number: 580-2021-29
Register by: 4 PM May 25

NEW: Social Media for Small Business Owners – Online

This webinar will look into the tactical aspects of social marketing for entrepreneurs, including the when, where, and how to post for maximum effect and result. We'll also answer that age-old question "to respond, or not to respond" to online comments. Attendees will leave the session ready to expand their social power and presence in this increasingly social world.

Thursday • June 3 • 6 – 7:30 PM • Room: Online
Instructor: Bonnie Minor • Event Number: 580-2021-30
Register by: 4 PM June 3

ONLINE COURSES

Continuing Education Registrar • (252) 246-1317 • kmedlin@wilsoncc.edu

www.ed2go.com/wilson • \$75/class • 24-Hour Access • 6-Week Format

Register By:

June 14, 2021
July 12, 2021

Start Date:

June 16, 2021
July 14, 2021

End Date

August 16, 2021
September 13, 2021

Courses available in:

- Accounting & Finance
- Design & Composition
- Personal Development
- Business
- Healthcare & Medical
- Teaching & Education
- College Readiness
- Language & Arts
- Technology
- Computer Applications
- Law & Legal
- Writing & Publishing

Visit wilsoncc.edu for more information about registering for classes or contact us at (252) 291-1195.