Skilled Trade professions are in high demand. Check out our summer class offerings to renew, update or start something new in 2022!

www.pittcc.edu/community/continuing-education
ARTS/CREATIVE Camps
- DaVinci Arts Sampler
- Drawing Studio
- Painting Studio

COOKING Camps
- Bulldog Cooking Camp

FUTURE ASPIRATIONS
- F.L.O.W. Future Leaders of the World
- Try a Trade Camp

SPORTS Camps
- Beginners’s Kayaking
- BMX Camp

STEM Camps
- Battle Royale: Make Your First Fortnite Style Video Game
- Cartooning and Claymation
- Cybersecurity
- eSports Apprentice
- JavaScript Developer
- Minecraft Redstone Engineers
- Pokemon Masters: Designers & 3D Makers Unite!
- ROBLOX Makers
- STEAM Camp
- YouTube Content Creators

PITTCC.EDU, Search ‘EXPLORE’
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13 Law Enforcement Training
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14 Real Estate
14 Skilled Trades

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Pitt Community College Continuing Education is on Facebook! Like our page for class news and updates!

Who We Are...

Thank you for your interest in Continuing Education and Workforce Development at Pitt Community College. We provide a range of courses and programs for individuals to upgrade their job skills, pursue a new career, start a small business, or explore personal enrichment activities. PCC is committed to providing quality educational experiences at our main campus in Winterville, the Greenville Center at 3107 S. Memorial Drive, various off-campus locations in the community, local worksites, and online.

Above all, our mission is to educate and empower our students. We work to provide the residents of Pitt County with offerings that will improve their quality of life. We invite you to take a virtual tour of our campus (https://bit.ly/3eS73Xw), visit our website www.pittcc.edu, and review this course schedule. We look forward to seeing you in one of our classes soon. GO BULLDOGS!!

Dr. Lawrence L. Rouse
President, Pitt Community College

HOW TO READ THE COURSE LISTINGS

Name of Course
Description of the course. Course hours. Cost of course.
ID # Date Days Time Location

Pitt Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate degrees. Questions about the accreditation of Pitt Community College may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website (www.sacscoc.org).
Goal Setting **NEW!**

Written goals provide motivation, focus, strategies, responsibility, and direction to individuals to make the commitment to fulfill their desired result. Let us help you reach your SMART goals so that you can get the job you deserve! **4 hours. $70. Fee waiver available for those who qualify.**

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Overcoming Job Seeking Barriers and Blunders - REVISED!

This course is designed to help you realize that any barrier can be overcome. We can teach you how to overcome barriers both on and off the job. We will teach you solution tools that work. Learn some tried and true secrets of what employers are looking for in an employee. Learn to effectively answer interview questions as they relate to blemishes associated with current and previous situations. Learn how to develop transferable skills, discover your strengths and weaknesses, and set goals. **4 hours. $70. Fee waiver available for those who qualify.**

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Create a Dynamic Resume

This Class is designed to help you create a dynamic resume, define your targeted job and its requirements, highlight skills that get you noticed, populate applications effectively, and create a cover letter that opens doors for you! **8 hours. $70. Fee waiver available for those who qualify.**

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Communication Skills

This curriculum is designed to build valuable interpersonal communication skills. Effective communication skills are important in business and personal interactions. We will focus on the communication skills necessary for job hunting and interviewing. **4 hours. $70. Fee waiver available for those who qualify.**

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Job Interview Skills

This curriculum is designed to enhance your interviewing skills. We will explore personal values, work ethics, job interests, job strengths, and long-term career objectives. **12 hours. $70. Fee waiver available for those who qualify.**

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Computer Technology Awareness **NEW!**

Do you need to update your technology skills and become more familiar with computer technology? Learn the basics of how to operate a PC and become more familiar with Microsoft Word to enhance your professional skill set. **27 hours. $125. Fee waiver available for those who qualify.**

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LinkedIn for Job Seekers

This course is designed to help you develop an impressive LinkedIn profile. We will teach you how to enhance your job search and build connections that really matter. Learn how to use LinkedIn as a social media tool to expand your reach and connect with decision makers in the workplace. Learn how to use LinkedIn from beginner basics to advanced techniques. **4 hours. $70. Fee waiver available for those who qualify.**

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FDIC Money Smart

Money Smart is a comprehensive financial education curriculum designed to help low- and moderate-income individuals outside the financial mainstream enhance their financial skills and create positive banking relationships. **4 hours. $70. Fee waiver available for those who qualify.**

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Human Services Exploration: DSS Caseworker

This class provides skills and strategies designed to provide employability skills training and career exploration for the role of Income Maintenance Caseworker within Division of Social Services agencies. **45 hours. $125. Fee waiver available for those who qualify.**

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Income Maintenance Caseworker: NCFAST

This course is designed to cover a variety of skills associated with the Income Maintenance Caseworker role to determine eligibility. Specific focus will include proficiency in the utilization of the NCFAST application. Other topics will include skills in communication, interviewing, time management, data gathering/compiling, and data analysis. **48 hours. $125. Prerequisite: HRD 4000**

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Working Smart

One of the major reasons why individuals are released from employment is not because they lack the technical skills to perform the job, but because they lack the soft-skills needed to succeed in the workplace. This curriculum identifies and teaches the critical soft-skills necessary for individuals to be effective workers and strong team players in a fast-paced environment. Students will learn the importance of personal branding, dealing with stress, how to actively listen, effective workers and strong team players. **30 hours. $125. Fee waiver available for those who qualify.**

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FOR MORE INFORMATION

Karen Davis,
HRD Coordinator
kdavis@email.pittcc.edu | 252.493.7551

Kaneisha Wiggins,
HRD Administrative Support
kwiggins@email.pittcc.edu | 252.493.7845

LOCATION KEY ON PG. 33
Do You Qualify for the Fee Waiver?

A fee waiver is available if you meet one of four criteria:

- Are unemployed or underemployed
- Have received notification of pending layoff
- Are working and eligible for federal earned income tax credit
- Are working and earning wages at or below two hundred percent (200%) of the federal poverty guidelines

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PROVE TO EMPLOYERS YOU HAVE WHAT IT TAKES TO BE SUCCESSFUL

Get Your NCRC at PCC!

The National Career Readiness Certificate (NCRC) is a portable, nationally recognized credential that confirms to employers you possess the critical skills needed in the workplace. The NCRC identifies your skill level in the following competencies:

- Applied Math
- Workplace Documents
- Graphic Literacy

Over 500 employers in NC now prefer or require the NCRC for applicants!

REGISTER FOR THE NCRC

Complete the fillable Student Data Form on PCC’s website. www.pittcc.edu, search ‘NCRC’

Email your completed form to workforcedevelopment@email.pittcc.edu.

A user ID and Password will be emailed to you along with instructions.

Pay testing fee of $39 or apply for grant funds if available. Once fee is paid, you can schedule your test by emailing workforcedevelopment@email.pittcc.edu.

NCRC TESTING BY APPOINTMENT ONLY

Requirements for day of testing

- Student must show Photo ID
- Students are encouraged to maintain social distancing; masks are optional.

For more information call 252-493-7592 or visit www.pittcc.edu and search, ‘NCRC’.

TO VIEW THE LATEST JOB LISTINGS:

PCC GREENVILLE CENTER ANNEX
550 Dexter St. Greenville, NC 27834

PCCNCRC.BLOGSPOT.COM

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HRD Success Story

I started working as an Income Maintenance Caseworker I at the Pitt County Department of Health & Human Services on November 30, 2020. After I was employed for a year, I advanced to an Income Maintenance Caseworker II. I obtained this job by taking the Human Services Exploration DSS class and the Income Maintenance Caseworker through Pitt Community College’s Continuing Education Human Resources Development Program. By taking these classes, I acquired the skills necessary to adequately perform the necessary job duties of an income maintenance caseworker. I encourage anyone that wants to have knowledge of, respect for, and developmental skills for working for a social services agency to engage with this program. You must be a person of unquestionable work ethic and integrity, but in the end, it’s very fulfilling to know you have helped someone in need.

~ Jamisa Mercer
**AUTOMOTIVE**

**Auto Safety Inspection**

Pitt Community College is approved by the NC Division of Motor Vehicles to offer the Vehicle Safety Inspection course. This eight-hour course is designed to prepare auto technicians and service personnel as safety inspectors for motor vehicles. Pre-registration and pre-payment is required. Instructor: Norman Lilley. **8 hours. $75.**

148986  5/26  Th  2p-10:30p  CIT 102
148987  6/16  Th  2p-10:30p  CIT 102
148988  7/21  Th  2p-10:30p  CIT 102

**Basic Auto Repair**

This course will cover automotive repair safety, tools and shop equipment, basic inspections both under hood and under car, basic tire and wheel service, bake components both disc and drum, suspension components and basic servicing, fasteners and tightening procedures. Students finishing this course will have an understanding of servicing mechanical systems of vehicles and the tools used. They will also learn how to work safely in a shop environment. Instructor: Pete Gregory. **48 hours. $130.55.**

149721  6/15-8/4  W, Th  6p-9p  CIT 124

**Commercial Driver’s License (CDL) 5 Week Class**

This class prepares students to first obtain their CDL permit by completing and passing the online Bumper-to-Bumper class. Once the permit is obtained, the student goes on to complete the 120 hours of day and night driving. Students must be 18 years old, have a current Social Security Card, possess a valid driver’s license and pass the physical, background check and drug testing. **Cost is $3700.**

Classes start every 5 weeks. To register call 252-7625 or 252-7246 to set up an appointment. Tuition assistance may be available if you qualify.

**DMV Auto Dealer License Renewal**

This course covers information necessary for persons wanting to renew their auto dealer license. This online synchronous course requires a webcam and microphone on a computer or tablet to attend the class. Smartphones are not allowed. Instructor: Dennis Mauk. **6 hours. $75.**

148416  5/19-5/20  Th, F  9a-12p  online
148418  7/28-7/29  Th, F  5-9p  online

**OBD Emissions Control Inspections**

This eight-hour course is designed to prepare auto technicians and service personnel as OBD Emissions Inspectors. For initial certification, students must attend eight (8) hours of training. Pre-registration and pre-payment is required. The Action Form can be printed from our website under Continuing Education. The original form must be completed and taken to class. Instructor: Norman Lilley. **8 hours. $85.**

148984  5/25  W  2p-10:30p  CIT 102
148985  7/20  W  2p-10:30p  CIT 102

**COSMETOLOGY**

**Intro to Cosmetology** *

This course covers the qualifying classroom and clinical education necessary to sit for the NC Cosmetic Arts Board Licensing examination. Due to COVID, this hybrid class will have online assignments for two days of the week. Placement test is required prior to enrollment. **374 hours. Cost: $185.55 Textbook with software access code, kit, and uniform are an additional cost and are required.**

147576  4/4-6/30  M, T, Th, F  8:30a-4p  PCC HSA
W  8:30a-1:30p  PCC HSA
147577  7/11-9/30  M, T, Th, F  8:30a-4p  PCC HSA
W  8:30a-1:30p  PCC HSA
147578  10/3-12/16  M, T, Th, F  8:30a-4p  PCC HSA
W  8:30a-1:30p  PCC HSA

**Clinical Cosmetology** *

This course covers the next level of qualifying classroom and clinical education necessary to sit for the NC Cosmetic Arts Board Licensing examination. Pre-requisite: 300 hours of accredited cosmetology training. Cost: $185.55. Textbook with software access code, kit, and uniform are an additional cost and are required. **Lab Hours. $185.55. Textbook with software access code, kit, and uniform are an additional cost and are required.**

147579  4/4-4/30  M, T, Th, F  8:30a-4p  PCC HSA
W  8:30a-4p  PCC HSA

* Students interested in Cosmetology classes should complete registration information online.

To register for PCC’s Cosmetology program, please complete the online registration process on the website. Please register online for the Cosmetology Wait/Interest List (Class prefix begins with COS). This process allows students to complete the required registration information and pay for the first semester’s tuition. Students will be contacted on a first-come, first-serve basis to complete other program prerequisites and finalize the enrollment process. If students are not moved from the wait list to a specific class, they will be refunded.

If you have questions, please contact Wendy Dunbar at 252-493-7528 or wdunbar@email.pittcc.edu.

LOCATION KEY ON PG. 33
BioWork Certificate Program

Learn the foundational skills you need to begin a career as a Process Technician for a biotechnology, pharmaceutical, or chemical manufacturing company.

**JUNE 1 – AUGUST 11**

- Tuesday, Wednesday, and Thursday nights from 6-10 pm
- This class includes both the HRD portion (Working Smart and Building a Dynamic Resume-6/1-6/16) and the (BioWork Process Technician Course (BTC 3200) 6/21-8/11).

- Registration deadline is **THURSDAY, MAY 26** unless capacity is reached sooner.
- Registration fee: $180
- Required student manual: $99
- NCRC is a prerequisite and has a fee of $39.

For registration and NCRC information, call 252.493.7885 or email workforcedevelopment@email.pittcc.edu.

For more information about the BioWork Program, visit ncbionetwork.org/biowork.

**SCHOLARSHIP FUNDING** may be available!
For more information, contact Elizabeth Midyette 252.493.7266 or emidyette@email.pittcc.edu.
Emergency Medical Technician

The Emergency Medical Technician (EMT) Certification is a qualified pre-hospital program consisting of didactic course work. The following competencies include but are not limited to the recognition, assessment, and management of medical emergencies. An EMT performs skills such as CPR, artificial ventilations, oxygen administration, basic airway management, AED defibrillation, spinal immobilization, vital signs, and hemorrhage control. Successful completion of the course will allow you the opportunity to sit for the North Carolina Office of EMS certification examination. Prices are subject to change and miscellaneous items may be included or added. Course Fee: $196.55. BOOK: Approximately $130. EMT student uniform shirt: $35 + Tax. State testing fee: $68, paid by student at end of class.

HYBRID CLASS
June 6 - September 11
Face-to-Face dates 6/18, 6/25, 8/6, 8/13, 8/27, 9/9.

REGISTRATION ENDS 5/30

OTHER CLASSES BEING OFFERED:
EMS Methodology-Hybrid
June 1
Meets requirements for EMS Instructor application

Fire Prevention Level II
Town of Winterville FD
June 21, 22, 23, 24

Fire Prevention Level III
Town of Winterville FD
June 8, 9, 10

For more information:
pccems@email.pittcc.edu
HEALTH CARE

Nurse Aide I - Hybrid
The Nurse Aide I course prepares graduates to provide personal care and perform basic nursing skills. It includes classroom, lab, and clinical learning experiences. Students who desire to enroll in this class must meet admission requirements. At the end of the course, the successful graduate will receive a certificate of course completion and assistance with application process for the $140.00 Credentia/Pearson Vue Testing. 144 hours. Class cost $213. Books approximately $48. This class is a hybrid course. Lecture portion of the class will be completed online. Students will be divided into lab groups. Groups will consist of less than nine (9) per group to promote social distancing. Lab times are assigned on one of the scheduled class days.

Summer 2022
146044 4/10 - 6/6  S 8a - 5p GS 115
Clinical 7/16 - 7/30  S,Su  6:45a - 3:15p TBA
146045 5/2 - 8/9  M,T  6p - 10p GS 303
Clinical 7/19 - 8/2  M,T  2:45p - 11:15p TBA
146046 5/4 - 8/4  W,Th  6p - 10p GS 115
Clinical 7/14 - 7/28  W,Th  2:45p - 11:15p TBA

Fall 2022
149260 8/22 - 11/28  M,T  6p - 10p GS 303
Clinical 11/7 - 11/21  M,T  6:45a - 3:15p TBA
149262 8/27 - 12/10  S 8a - 5p GS 115
Clinical 11/12 - 12/3  S,Su  6:45a - 3:15p TBA
149263 8/31 - 12/8  W,Th  6p - 10p GS 115
Clinical 11/10 - 12/1  W,Th  2:45p - 11:15p TBA

Nurse Aide I - Traditional
(Face to Face)
The Nurse Aide I course prepares graduates to provide personal care and perform basic nursing skills. It includes classroom, lab, and clinical learning experiences. Students who desire to enroll in this class must meet admission requirements. At the end of the course, the successful graduate will receive a certificate of course completion and assistance with application process for the $140.00 Credentia/Pearson Vue Testing. 144 hours. Class cost $213; Books approximately $48. This class is a traditional face-to-face course.

Summer 2022
146043 4/27 - 8/4  W,Th  8a - 12p GS 115
Clinical 7/13 - 7/28  W,Th  6:45a - 3:15p TBA

Fall 2022
149261 8/24 - 12/8  W,Th  8a - 12p GS 115
Clinical 11/9 - 12/1  W,Th  6:45a - 3:15p TBA

Nurse Aide II - Hybrid
Pre-requisite: Nurse Aide I. The Nurse Aide II hybrid course prepares graduates to perform advanced nursing procedures. It includes 93 hours classroom/lab and 80 hours clinical learning experiences. Students desiring to enroll in this class must meet admission requirements, be CPR certified through an American Heart Association approved CPR course, and have a current listing as a NAI with the Division of Health Services Regulations in Raleigh. Upon successful completion, the NAI graduate will be listed with the NC Board of Nursing with employment opportunities at the hospital, Doctor’s office, and home health levels. At the end of the course, the successful graduate will submit a Board of Nursing Test Fee of $24. Cost: $215.00, 173 Hours. Class cost $215.00. Books approximately $145, NA II Supply Kit $90. Rotation Manager fee is $27.99 for Vidant Medical Center clinicals. This class is a hybrid course. Lecture portion of the class will be completed online. Students will be divided into lab groups. Groups will consist of less than nine (9) per group to promote social distancing. Lab times are assigned on one of the scheduled class days.

Summer 2022
146047 5/9 - 8/10  M,T  8a-12:30p GS 115
Clinical 7/11 - 8/9  M,T  6:45a - 3:15p VIDANT
146048 5/9 - 8/10  M,T  5:30p -10p GS 115
Clinical 7/11 - 8/9  M,T  2:45p - 11:15p VIDANT

Fall 2022
149265 9/6 - 12/6  M,T  8a-12:30p GS 115
Clinical 11/1 -12/5  M,T  6:45a -3:15p VIDANT
149266 9/6 - 12/6  M,T  5:30p -10p GS 115
Clinical 11/1 -12/5  M,T  2:45p -11:15p VIDANT

NOTE: Clinical times may change or vary due to hospital availability.

Nurse Aide II Competency Testing -Traditional
This course is designed to provide the student an opportunity to demonstrate competency skills required by the NC Board of Nursing to practice as a NA II. Students who have been off the NA II registry 24 months or less are eligible to take this test. The student must be active on the NA I registry and have been listed on the NA II registry. Students successfully demonstrating all required skills will be referred to the Board of Nursing for re-listing on the NA II registry. Note: Students are only allowed two attempts at the NA II Competency Testing course. If you are unsuccessful at the two attempts, you will be required by PCC to take the full NA II program for recertification. Each attempt must be paid separately. 8 hours. $80; NA II Supply Kit $90.

Summer 2022
144510 5/5 - 5/10  M,T  1p - 5p GS 115
144546 7/16 - 7/19  M,T  1p - 5p GS 115
144571 8/22 - 8/23  M,T  1p - 5p GS 115

Fall 2022
147458 9/19 - 9/20  M,T  1p - 5p GS 115
150016 11/14 - 11/15  M,T  1p - 5p GS 115

Medication Aide
This course is designed to meet the training requirements for becoming qualified as a Medication Aide. The course will cover the six rights of medication administration for non-licensed personnel. Topics will include medication administration via the oral, topical and instillation routes, medical asepsis, hand hygiene, terminology, and legal implications. Upon completion, students should be able to take the competency exam and demonstrate skills necessary to qualify for listing on the North Carolina Medication Aide Registry. Must be a Nursing Assistant I to work as a Medication Aide in a Skilled Nursing Facility. 24 Hours Cost: $80.00 Book approximately $35.00. Medication Aide Testing Fee: $59.00.

Summer 2022
146050 5/11 - 5/26  W,Th  1p - 5p GS 303

Fall 2022
149269 9/14 - 9/29  W,Th  1p - 5p GS 303

LOCATION KEY ON PG. 33
**OCCUPATIONAL TRAINING**

**Phlebotomy (Experience)**
This training prepares the student to draw blood specimens from patients for the purpose of testing and analyzing blood. A phlebotomist's job includes maintenance of equipment used in obtaining blood specimens; the use of appropriate communication skills when working with patients; the selection of venipuncture sites; the care of blood specimen; and the entry of the testing process into the computer, as well as clerical duties associated with record keeping of the blood tests. The course consists of theory and clinical experience in performing blood collections. The student must be a high school graduate or have equivalent GED, have or schedule Healthcare Provider CPR and meet immunization requirements. One full week of clinical from 8a-5p is required for each student. Clinical times and locations will be designated by instructor. Cost: $215.00, Book approximately $80.00, class is a hybrid course. Didactic portion will be held online on Mondays, Tuesday & Thursdays. Students will be divided into lab groups in groups less than 9 per group to promote social distancing. Lab times are assigned on one of the scheduled class days. Clinical times will vary, however all clinicals must be complete by 11/14/2022.

149450  7/18 – 11/14 M,W,Th  6p – 10p GS 404
Clinical Varies  M,T,W,Th,F  8a – 5p Various

**Cardiovascular Monitor Technician**
The EKG Monitor Technician Program focuses on Acute and Critical Care Heart monitoring and reflects the latest knowledge in the Cardiac field. It begins by covering all the basics of arrhythmia interpretation and covers cardiac anatomy and physiology and clinical interpretation of the electrocardiography and pacemaker rhythms. This program may be taken by a student with either no EKG training or by a student who previously had basic EKG training interpretation. Employment is usually at the hospital level, in an Acute or Critical Care area of the hospital setting.

128 Hours. Class cost is $205; book approximately $71. class is an online course on ConED Moodle.

146052 5/3 - 7/5 online online online
149270 8/2 - 10/14 online online online

**Pharmacy Technician Training**
The Pharmacy Technician Training provides the student with basic knowledge and skills required to work as a pharmacy technician under the supervision of a pharmacist in a pharmacy. This course includes basic math, compounding, drug calculations, drug classifications, drug distributions, basic terminology and an overview for the PTCB certification exam. At the end of the course the student will be prepared to sit for the PTCB certification exam. Pharmacy technicians who are certified are being employed in traditional as well as innovative practice models across the nation. Employing CPhTs allows pharmacies to expand services and enhance patient care, and gives pharmacists more time to spend with patients, providing drug information, answering questions and promoting compliance with medication regimens. Certification provides the public and pharmacists with greater confidence in their pharmacies. Students sitting for the Pharmacy Technician Certification Exam (PTCE) - must have completed high school or have an equivalent educational diploma and have no felony convictions. PTCE candidates must have never been convicted of a pharmacy or drug-related misdemeanor. 140 Hours. Class $190.00, book approximately $195.00, class is an online course on ConED Moodle.

146051 5/16 - 8/8 online online online
149272 9/12 - 11/30 online online online

**BLS Provider Course**
(Basic Life Support)
HealthCare Provider is a basic life support course including relief or foreign body airway obstruction, 1 and 2 rescuers CPR in infant, child, and adult, and use of automated external defibrillators in adult and child. 6 Hours. $80.00  Book $21.00 (AHA-Health Care Provider) & Face Mask ($13.30, plus tax) at PCC Bookstore. Please note: Book and Face Mask are required. Class size is limited to nine (9) students per class.

**Fall 2022**
149273  8/19  F  8:30a - 3:30p GS 404
149274  8/20  S  8:30a - 3:30p GS 404
149275  9/23  F  8:30a - 3:30p GS 404
149276  9/24  S  8:30a - 3:30p GS 404
149278  10/21  F  8:30a - 3:30p GS 404
149279  10/22  S  8:30a - 3:30p GS 404
149280  11/18  F  8:30a - 3:30p GS 404
149281  11/19  S  8:30a - 3:30p GS 404

NOTE: The American Heart Association strongly promotes knowledge and proficiency in all AHA courses and has developed instructional materials for this purpose. Use of these materials in an educational course does not represent course sponsorship by the AHA. Any fees charged for such a course, except for a portion of fees needed for AHA course materials, do not represent income to the AHA.

**PITCC.EDU > continuing education > health care services**
### Health Care Admission Requirements (Please read all requirements below)

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Required for N.A. I</th>
<th>Required for N.A. II</th>
<th>Required for Phlebotomy</th>
</tr>
</thead>
<tbody>
<tr>
<td>High School Graduate</td>
<td>No</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Copy of High School diploma or High School Equivalency diploma</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>NC DHSR Registry Listing for N.A. I</td>
<td>No</td>
<td>Yes</td>
<td></td>
</tr>
</tbody>
</table>

**Note 2:** Student must be listed as a Nurse Aide I on the North Carolina Division of Health Service Regulation prior to course enrollment. The Nurse Aide I Registry file must have no substantiated findings of abuse, neglect or misappropriation of property.***

<table>
<thead>
<tr>
<th>Requirement</th>
<th>Required for N.A. I</th>
<th>Required for N.A. II</th>
<th>Required for Phlebotomy</th>
</tr>
</thead>
<tbody>
<tr>
<td>Placement Testing scores for Reading and Math (within last 3 years)</td>
<td>Yes</td>
<td>Yes</td>
<td>Yes</td>
</tr>
<tr>
<td>Other options: College degree transcript, Career Readiness Certificate, or a</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Math &amp; English college course with at least a grade of “C” or better. *See Note 1</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**Note 1:** Due to COVID-19, please call the Placement Testing Center to schedule your Placement test at (252) 493-7561. All students are required to show a photo ID in order to test as well as present their student ID number.

**Note 2:** Nurse Aide I requires a criminal background check specifically from www.castlebranch.com. The cost for the criminal background check for N.C. residents is $34.75 and non-residents is $59.75. N.C. residents should use code pi06 and out of state students should use code pi06os when registering with Castle Branch. Students can complete the criminal background check on the first day of class.

**Note 3:** Nurse Aide II requires a criminal background check and drug screening specifically from www.castlebranch.com. The cost for the criminal background check for N.C. residents is $34.75 and non-residents is $59.75. N.C. residents should use code pi06 and out of state students should use code pi06os when registering with Castle Branch. The drug screening test will be paid via www.castlebranch.com at a cost of $32.00 for each student. Students should use code pi06dt for the drug screening test. Once the drug screen is paid for via the website, print collection form and take to your local LabCorp for specimen collection. The clinical dates and times will vary and will be assigned by the instructor. Rotation Manager fee is $27.99 for Vidant Medical Center clinicals. If you fail to complete the criminal background (have certain crimes and/or pending cases) or if you fail to complete the drug screening, you may be denied admission to required clinical sites and you will not receive a refund. If you have any questions regarding the criminal background and drug screen requirement, please call (252) 493-7225.

**Note 4:** Phlebotomy - The Phlebotomy course requires a criminal background check and drug screening. Criminal background checks and screening will be completed via www.castlebranch.com. The criminal background check cost for N.C. residents is $34.75 and $59.75 for out of state students. N.C. residents should use code pi06 and out of state students should use code pi06os when registering with Castle Branch. The drug screening test will be scheduled and paid via the website www.castlebranch.com at a cost of $32.00 for each student. Students should use code pi06dt for the drug screening test. Once the drug screen is paid for via the website, print collection form and take to your local LabCorp for specimen collection. A lab coat is required before you can participate in clinical. Clinical times will be 1 full week from 8am-5pm. Clinical times will be assigned by the instructor. If you fail to complete the criminal background (have certain crimes and/or pending cases) or if you fail to complete the drug screening, you may be denied admission to required clinical sites and you will not receive a refund. If you have any questions regarding the criminal background requirement, please call (252) 493-7225.

Any student with a felony and/or an open or pending charge on a Criminal Background Check could be denied a clinical rotation per the clinical facility. If the student is denied attending clinical, this would lead to immediate dismissal from the N.A. I, N.A. II, or Phlebotomy program.

Required documentation provided to PCC: Students should bring copies of all the required information and keep a copy for their own records.

Credentia/Pearson Vue State Testing (N.A. I Certification Test Fee): $140.00 payable at the end of the N.A. I course to Pearson Vue.

Board of Nursing N.A. II Fee: $24.00 payable at the end of the N.A. II course to NCBON. Students must pay fee within 30 days of course completion or student will not be listed as an N.A. II.

## Asset Scores
- **Reading** 34 – 37
- **Math** 34 – 41

## Compass Scores
- **Reading** 32 – 51
- **Math** 22 – 45

## Accuplacer
- **Reading** 30+
- **Math** 30+

## College Work in Lieu of Testing
- Completion of College English
- Completion of College Math

## Mandatory Uniform and Supply List for N.A. I & N.A. II:
- Uniform must be royal blue top with white PCC logo on the right side and royal blue pants
- White or Black shoes with enclosed front (no foam crocs)
- Face Mask

## Other Items:
- White or Black hose or socks
- Watch with a second hand
- Pocket-size notepad
- Stethoscope
- Manual blood pressure cuff
- Black ink pen
- Transfer/gait belt

## N.A. II Students: Required to purchase an N.A. II supply kit from PCC Bookstore or JA Uniforms. Approximately $65.

## Purchasing Locations:
- (call for discount info)
- J.A.’s Uniforms
  - (252) 752-2426

## Uniforms Galore
- (252) 355-0055

## Prerequisites and payment are due at registration.
INSURANCE

Accident/Health Pre-Licensing
This course is designed to prepare you for the N.C. State Accident/Health Insurance Agents Examination. There is a 20-hour study requirement by DOI. The study requirements will be met with a live instructor, five days a week based on the schedule. 20 hours. $200 (Includes material fee. Material fee is nonrefundable once registered).

N/A 4/13-4/15 M,T,W 8a-5:30p online
N/A 5/18-5/20 M,T,W 8a-5:30p online
N/A 7/20-7/22 M,T,W 8a-5:30p online
N/A 8/17-8/19 M,T,W 8a-5:30p online

Life Pre-Licensing
This course is designed to prepare you for the N.C. State Life Insurance Agents Examination. There is a 20-hour study requirement by DOI. The study requirements will be met with a live instructor, 2 ½ days a week based on the schedule. 20 hours. $200 (Includes material fee. Material fee is nonrefundable once registered).

N/A 4/11-4/13 M,T,W 8a-5:30p/8a-1p online
N/A 5/16-5/18 M,T,W 8a-5:30p/8a-1p online
N/A 8/15-8/17 M,T,W 8a-5:30p/8a-1p online

Life & Health Pre-Licensing
This course is designed to prepare you for the N.C. State Life & Health Insurance Agents Examination. There is a 40-hour study requirement by DOI, 20 hours for Property and 20 hours for Casualty. The study requirements will be met with a live instructor, five days a week based on the schedule. 40 hours. $400 (Includes material fee. Material fee is nonrefundable once registered).

N/A 5/9/5/13 M-F 8a-5:30p online
N/A 5/23/5/27 M-F 8a-5:30p online
N/A 6/6/6/10 M-F 8a-5:30p online
N/A 6/20-6/24 M-F 8a-5:30p online
N/A 7/11-7/15 M-F 8a-5:30p online
N/A 7/25-7/29 M-F 8a-5:30p online
N/A 8/8-8/12 M-F 8a-5:30p online
N/A 8/22-8/26 M-F 8a-5:30p online

Property & Casualty Pre-Licensing
This course is designed to prepare you for the N.C. State Property & Casualty Insurance Agents Examination. There is a 40-hour study requirement by DOI, 20 hours for Property and 20 hours for Casualty. The study requirements will be met with a live instructor, five days a week based on the schedule. 40 hours. $400 (Includes material fee. Material fee is nonrefundable once registered).

N/A 5/9/5/13 M-F 8a-5:30p online
N/A 5/23/5/27 M-F 8a-5:30p online
N/A 6/6/6/10 M-F 8a-5:30p online
N/A 6/20-6/24 M-F 8a-5:30p online
N/A 7/11-7/15 M-F 8a-5:30p online
N/A 7/25-7/29 M-F 8a-5:30p online
N/A 8/8-8/12 M-F 8a-5:30p online
N/A 8/22-8/26 M-F 8a-5:30p online

Property & Casualty Adjusters Pre-Licensing
This course is designed to prepare you for the N.C. State Property & Liability Adjusters Examination. There is not a pre-licensing study requirement by DOI; however, students studying this adjuster specific course will increase your probability of passing the state exam. The study requirements will be met with a live instructor, five days a week based on the schedule. 40 hours. $400 (Includes material fee. Material fee is nonrefundable once registered).

N/A 5/9/5/13 M-F 8a-5:30p online
N/A 5/23/5/27 M-F 8a-5:30p online
N/A 6/6/6/10 M-F 8a-5:30p online
N/A 6/20-6/24 M-F 8a-5:30p online
N/A 7/11-7/15 M-F 8a-5:30p online
N/A 7/25-7/29 M-F 8a-5:30p online
N/A 8/8-8/12 M-F 8a-5:30p online
N/A 8/22-8/26 M-F 8a-5:30p online

Personal Lines Pre-Licensing
This course is designed to prepare you for the N.C. State Personal Lines Insurance Agents Examination. The minimum recommended study time is 40 hours. The difference between the Property and Casualty and this course is the Commercial section. Personal Lines does not include the Commercial section on the state exam. The study requirements will be met with a live instructor, four days a week based on the schedule. 40 hours. $400 (Includes material fee. Material fee is nonrefundable once registered).

N/A 5/9/5/13 M-F 8a-5:30p online
N/A 5/23/5/27 M-F 8a-5:30p online
N/A 6/6/6/10 M-F 8a-5:30p online
N/A 6/20-6/24 M-F 8a-5:30p online
N/A 7/11-7/15 M-F 8a-5:30p online
N/A 7/25-7/29 M-F 8a-5:30p online
N/A 8/8-8/12 M-F 8a-5:30p online
N/A 8/22-8/26 M-F 8a-5:30p online

For questions about insurance prelicensing courses and step-by-step instructions on how to register for these courses, please contact Wendy Dunbar, Coordinator Workforce Licensure by email at wdunbar@email.pittcc.edu.
LAW ENFORCEMENT
IN-SERVICE TRAINING

ALL mandatory and topics of choice will be available online for law enforcement, detention, and telecommunicators, with the exception of Firearms and Bloodborne Pathogens. Agency coordinators interested in signing up their entire agency should contact us directly to facilitate the process.

TO VIEW SCHEDULE & REGISTER:
WWW.PITTCC.EDU
> click on Continuing Education
> click on Law Enforcement Training

LAW ENFORCEMENT TRAINING

Basic Law Enforcement Training
Learn the essential skills required for entry-level employment as law enforcement officers with state, county, or municipal governments, or with a private enterprise. Areas of study include criminal law, juvenile law, civil process, traffic crash investigations, alcoholic beverage laws, investigative, patrol, custody and court procedures, emergency responses, ethics, and community relations. For more information, contact the Law Enforcement Division at 252-493-7572. 640 hours. Approximately $1600 (includes books and uniforms).

Summer 2022
Day 4/8-8/18  M-F  8a-5p  LET
Fall 2022
Day 8/5-12/15  M-F  8a-5p  LET
Night 8/5-4/13  M-F  6p-11p  LET

Telecommunicator Certification
Gain the entry level knowledge and skills needed to practice as an emergency services telecommunicator. Financial aid is available for qualified individuals. For more information, contact Kellie Harrell at PittccLETraining@gmail.com. 50 hours. Tuition: $126.25; book: $35.55.

Detention Officer Certification
Learn the basic standard operating procedures for local confinement facilities as well as the roles and responsibilities of professional detention officers. Financial aid is available for qualified individuals. For more information, contact Kellie Harrell at PittccLETraining@gmail.com. 180 hours. Tuition: $180.55; book: $55.

NOTARY PUBLIC

Notary Public
This course covers information necessary for persons wanting to apply for notary public commissions for the state of NC. Registration requires students to be able to read, write, and speak English and present a government issued photo ID. Students must possess a high school diploma or equivalency and are required to pass an exam to complete the class requirements. A textbook is required and must be purchased at the PCC Bookstore prior to class. Cost: $75 Instructor: Joyce Williams or Linda Mathis 8 hours. $75; book is required and must be purchased at the PCC Bookstore prior to class.

147549  4/27  W  8:30a - 5:30p  GS 301
147551  5/3  T  8:30a - 5:30p  GS 301
148420  5/23-5/24  M,T  5:30p - 9:30p  GS 301
148421  6/14  T  8:30a - 5:30p  GS 301
148422  7/18  M  8:30a - 5:30p  GS 301
148423  8/4  Th  8:30a - 5:30p  GS 301

Electronic Notary (E-Notary)
This course covers information necessary for persons wanting to become commissioned as an electronic notary. Topics include procedural, legal, and ethical requirements. Prior to being appointed, first-time candidates must successfully complete this course as one of the state requirements. Registration requires students to hold a valid commission as a notary public in North Carolina and present a government issued photo ID. Students are required to pass an exam to complete the class requirements. A textbook is required and must be purchased at the PCC Bookstore prior to class. Instructor: Linda Mathis. 6 hours. $75; book is required and must be purchased at the PCC Bookstore prior to class.

148419  5/24  T  8:30a - 3:30p  GS301

REAL ESTATE BROKER CLASSES

> Pre-Licensing > Post Licensing > Updates > Electives > BICUP

PAGE 14 > MORE INFO: 493-7528
Real Estate Pre-Licensing

Are you interested in becoming a provisional broker? We can help you prepare to pass the real estate license examination administered by the NC Real Estate Commission. Topics include basic real estate principles and practices, law and contracts, financing, closing valuation, fair housing and real estate laws. This hybrid class will consist of online synchronous lectures along with additional online resources for all instruction. Final exam will be held in-person in the Goess Student Center Multi-purpose Room. Students must have working webcam and microphone and a reliable internet connection. Instructor: Jim Weese or Rick Eason. **Textbook required at first class and is approximately $50 in PCC Bookstore. 80 hours. $185.**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Start Date</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>149852</td>
<td>4/19-6/21</td>
<td>TW</td>
<td>6p-10p</td>
<td>Online (synchronous)</td>
</tr>
<tr>
<td>148940</td>
<td>6/21-8/23</td>
<td>W</td>
<td>6p-10 p</td>
<td>Online (synchronous)</td>
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<tr>
<td>150318</td>
<td>6/21-8/23</td>
<td>T</td>
<td>6p-10p</td>
<td>RLH 118 (final exam)</td>
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<tr>
<td>150015</td>
<td>8/23-10/25</td>
<td>TW</td>
<td>12p-4p</td>
<td>Online (synchronous)</td>
</tr>
<tr>
<td>149316</td>
<td>9/8-11/10</td>
<td>T</td>
<td>6p-10p</td>
<td>RLH 118 (final exam)</td>
</tr>
<tr>
<td>150323</td>
<td>9/8-11/10</td>
<td>TH</td>
<td>6p-10p</td>
<td>RLH 118 (final exam)</td>
</tr>
</tbody>
</table>

Real Estate Post Licensing

Post Licensing Course 301- Broker Relationships & Responsibilities

Are you a provisional broker? This course is one of the three mandatory post licensing courses that must be completed by newly licensed NC provisional brokers within 18 months of obtaining a broker license. Topics addressed in this course include a review of agency relationships in real estate residential and commercial sales and commercial property management transactions, a real estate broker’s legal duties to clients and customers, a step-by-step review and discussion of the functions and responsibilities of a real estate broker when working with sellers and buyers, a review of issues associated with transactions in progress when a broker leaves a firm, and a review of selected license status and educational issues. Students must have required textbook at first class. Course final exam will be proctored online. Instructor: Jim Weese. **30 hours. $125.**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Start Date</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>149560</td>
<td>6/20-6/29</td>
<td>M,W,F</td>
<td>8a-2p</td>
<td>Online</td>
</tr>
</tbody>
</table>

Real Estate Continuing Education

Real Estate Update

This 4 hour mandatory course satisfies the continuing education requirement required by the NC Real Estate Commission. Instructor: Jim Weese. **4 hours. $45.**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Start Date</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>147579</td>
<td>4/12</td>
<td>T</td>
<td>8a-12p</td>
<td>Online</td>
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<tr>
<td>147580</td>
<td>5/10</td>
<td>T</td>
<td>8a-12p</td>
<td>Online</td>
</tr>
<tr>
<td>147581</td>
<td>6/7</td>
<td>T</td>
<td>8a-12p</td>
<td>Online</td>
</tr>
<tr>
<td>150122</td>
<td>5/20</td>
<td>F</td>
<td>8a-12p</td>
<td>GS 301</td>
</tr>
</tbody>
</table>

Real Estate Elective

This 4-hour mandatory course is required by all Brokers-in-Charge in order to maintain their eligibility each license year. Instructor: Jim Weese. **4 hours. $45.**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Start Date</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>147585</td>
<td>4/13</td>
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<td>8a-12p</td>
<td>Online</td>
</tr>
<tr>
<td>147586</td>
<td>5/11</td>
<td>W</td>
<td>8a-12p</td>
<td>Online</td>
</tr>
<tr>
<td>147587</td>
<td>6/7</td>
<td>T</td>
<td>8a-12p</td>
<td>Online</td>
</tr>
<tr>
<td>151023</td>
<td>5/19</td>
<td>Th</td>
<td>8a-12p</td>
<td>GS 301</td>
</tr>
</tbody>
</table>

Basic Electrical Wiring Level I

This 8-week class teaches the basic safety, application, and mechanics of electrical wiring. All students will learn basic electrical concepts and theory, application of the NEC (National Electrical Code), reading blueprints, wiring devices and methods, and proper installation. Upon completion of this class, the student should be able to safely and properly install basic electrical components and infrastructure. Instructor: William Filmore. **48 hours. $130.55.**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Start Date</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
</tr>
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<tbody>
<tr>
<td>149604</td>
<td>5/23-6/27</td>
<td>M,W</td>
<td>8a-12p</td>
<td>WMW 118</td>
</tr>
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</table>

16-Hour Electrical Renewal

This course provides the 8 or 16 hours of continuing education required by the North Carolina Electrical Board to maintain a current electrical License. Instructor: Ray Hardee. **16 hours. $75.**

<table>
<thead>
<tr>
<th>Course Code</th>
<th>Start Date</th>
<th>Days</th>
<th>Time</th>
<th>Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>147479</td>
<td>5/6-5/7</td>
<td>F,Sa</td>
<td>8a-5p</td>
<td>AydenVT</td>
</tr>
</tbody>
</table>
Basic Electrical Wiring Level II

The Electrical II class is an add-on of practical wiring methods and fundamentals taught in the Electrical I class. The Electrical II class provides the needed mix of knowledge and experience to gain employment as an entry-level position in both residential and commercial electrical industries. The training, which is mainly hands on will include topics including Safety, Basic Electricity, National Electrical Code, Circuit Design, Wiring Methods. Students completing both courses are proficient in the following: Basic AC/DC theory including safety, Circuit design, sizing and wiring various circuit including three and four way lighting circuits, Minimum code requirement for course related installations, Formulas needed and hands on experience bending and installing electrical conduit, main “EMT” and other wiring methods, Requirements and practical guide to installing electrical services. Instructor: William Filmore. 48 hours. $130.55.

Building Construction Blueprint Reading

This course covers the interpretation of Residential plans and specifications that are associated with design and construction projects. Topics include interpretation of documents for foundations, floor plans, elevations, and related topics. Upon completion, students should be able to read and interpret Residential construction prints and documents. Instructor: Charles Payne. 48 Hours. $130.55.

Cabinet Making Fundamentals II

This level II Cabinet making class to help students gain a general knowledge of the processes and tools necessary for woodworking and construction. Things discussed in class will include safety, tool setup, tool operation, wood description and assembly processes. Students should be familiar with shop tools such as table saw, radial saw and band saw among others. Students will use these tools to complete a woodworking project in the shop. Cabinet Making I is a prerequisite. Instructor: Lee Warren 24 hours. $75.55. Material fee for the level II project is $50.

Framing & Carpentry

Come learn the basics of Framing and Carpentry. You will learn how to use the basic carpenter hand tools and power tools in a safe practice with an overview of the building construction trade. Improve your knowledge of construction with hands on experience as we build a variety of projects. Instructor: Steve Jordan. 48 hours. $130.55.

CFC Refrigerant Certification

This course covers the requirements for the EPA certification examinations. Topics include small appliances, high pressure systems, and low pressure systems. Upon completion, students should be able to demonstrate knowledge of refrigerants and be prepared for the EPA certification examinations. EXAM carries an additional fee. Instructor: John Mulder. 20 hours. $75.

HVAC Preventative Maintenance

This 48 hour class will provide education on refrigeration concepts. The class will also provide hands-on training in basic diagnostics and preventative maintenance for residential HVAC systems. Students will need to wear closed toe boots and long pants. Also required are safety glasses and mechanic gloves. Instructor: John Mulder. 48 hours. $130.55.

Shielded Metal Arc Welding (STK)

Learn more about the SMAW (Shielded Metal Arc Welding) process. Emphasis is placed on padding, fillet, and groove welds in various positions with SMAW electrodes. Upon completion you will be able to perform SMAW fillet welds on carbon plate with prescribed electrodes. Offered in English and Spanish. Instructor: Bradley Mills. 64 hours. $185.55. This course serves as a prerequisite for taking the AWS D1.1 Certification. (This test carries an additional charge).

BluePrint Reading for Welding

The BluePrint course covers the welding symbols and the elements of the welding symbols. It will cover different welding processes. This course will also cover visualization of objects and shapes, reading the blueprint for finding size and location dimensions, symbols, mathematics notes and related welding and assembly information shown on the print. It develops the student’s understanding of how to read welding blueprints and develops the range of thinking required to assemble simple components and assemblies from welding prints. Instructor: William Fillmore. 32 hours. $130.55.

GMAW Plate Welding (MIG) and Blueprint Reading for Welding

This course introduces gas metal arc welding processes. Topics include equipment setup, fillet, and groove welds with emphasis on application of GMAW on carbon steel plate. Upon completion, students The Blueprint portion covers the welding symbols and the elements of the welding symbols. It will cover different welding processes. This course will also cover visualization of objects and shapes, reading the blueprint for finding size and location dimensions, symbols, mathematics notes and related welding and assembly information shown on the print. It develops the student’s understanding of how to read welding blueprints and develops the range of thinking required to assemble simple components and assemblies from welding prints should be able to perform fillet welds on carbon steel in the flat, horizontal, vertical, overhead positions. Offered in English and Spanish. Instructor: William Filmore. 96 hours. $185.55. This course serves as a pre-requisite for taking the AWS D1.1 Certification. (This test carries an additional charge).

Pitt Community College will offer the American Welding Society Certification testing. This program tests welders on procedures used in the structural steel, petroleum pipelines, sheet metal, and chemical refinery welding industries. If interested please contact Charles Newkirk at cnewkirk@email.pitcctc.edu or Gail Nichols at gnichols@email.pitcctc.edu.
Machining Fundamentals
One of the best ways to expand your hobby or refine your skills in Gunsmithing is to have the tools needed to care for your firearms. In this course, you will manufacture tools necessary for the gunsmithing trade and will perform basic operations of measuring, layout, drilling, sawing, barrel threading, turning and milling as well as learning to follow safe practices in these manufacturing processes. Students will learn of machine safety, measuring tools, blueprint reading, lathes, saws, milling machines, bench grinders, and layout instruments. Students will make: a brass hammer-used to remove stuck mechanisms and various other purposes, punches-used to remove pins, armorer’s wrench-used as a wrench for a few of the most common bolt sizes, and a bench block. Instructor: Paul Hill. 96 hours. $185.55. Upon completion of this class, students may opt to take the National Institute of Metal Working Test for an additional $125.

149642  5/16-8/10  T, Th  5:30p-9:30p  ABW 130

LOCATION KEY ON PG. 33
Watercolor Basics
This is an introductory class in the art of watercolor painting. You will be introduced to the basics of working with watercolors and applying various techniques to create your own painting. The class is an excellent opportunity to explore your artistic interests. Instructor: Judy Dye. 15 hours. $59.
149597 4/12-5/31 T 6:30-9p COA

Watercolor Painting
These classes are designed for students at all levels in their watercolor interest and levels of knowledge of the medium. Basic skills will be introduced to new students. The more intermediate students will focus on independent study to help develop their own painting style and encourage them to participate in local art events/art organizations. Individual guidance will be given to all students. Instructor: Judy Dye. 15 hours. $49.
149598 4/13-6/1 W 9:30a-12p GCC
149599 4/13-6/1 W 1:30p-4p GCC

Family Stories Workshop
Every family has stories to tell, but many are lost before they’re recorded. In this workshop, students will receive guidance in how to write and structure these stories and their own. Through a balance of lecture, stimulating memory exercises, discussion, and class feedback they will be able to create a permanent record of these stories for posterity. Instructor: Christina Ruotolo. 36 hours. Cost: $79.
150159 4/11-7/11 M 5:30-8:30p COA

Sewing: Making a Bag
Students will take what they learned in the B4USew class and possibly the Master Your Sewing Machine and create a bag. This class will be enjoyable and ...well...FUN! Supply list: Simple tote/bag pattern, fabric, interfacing for handles thread, basic wewing kit, sheers and sewing machine. Instructor: Elizabeth Weidner. 6 hours. Cost: $49.
150215 7/24-8/10 W 6p-8p COA

Computer/Technology

Basic Computer Skills
The objective of the Basic Computer Skills class is to provide students with basic knowledge of Microsoft Office applications such as Microsoft Word, Excel, and PowerPoint. There will also be opportunities to provide other computer skills based on the needs of the students. Instructor: Les Jackson. 10 hours. $49.
149831 5/25-6/22 M 6p-8p FV
149832 7/11-8/8 W 6p-8p CER 142

DANCE

Line Dance
Come on out and learn line dances to all types of music from Southern Soul and R&B to Country! This course starts with the basic steps of line dancing. Bring/your sneakers and comfortable clothing. Instructor: Laura Daniels. 8 hours. $39.55.
149837 6/1-6/22 T 6p-8p Ayden Comm
149839 6/8-6/29 W 2p-4p FV
149838 7/13-8/3 T 6p-8p Ayden Comm

IN THE KITCHEN

Summer Cold Treats
Join us to cool down for summer cold treats! These recipes will be sure to cool you off but possibly sweeten you up! Cost: $39.55.
150161 7/12-7/21 T, Th 6p-8p CFG 142

Tailgate Treats
Football will be around the corner so join us for your tailgate traditions, whether you are at home or at the game! This class will be sure to make your tailgate a success! 4 hours. Cost: $39.55.
150162 8/2-8/11 T, Th 6p-8p CFG 142

LEADERSHIP

Level Up Your Leadership
Individuals have a unique opportunity to work with a Certified Life coach and NLP Practitioner who has achieved elite status in her company. She has extracted proven strategies that work in the business world and adapted them into a format that is compatible and enjoyable for adults at any stage of life. This class is ideal for entrepreneurs, managers, corporate leaders as well as parents who feel out of control and want to calm the chaos. Topics include: How to deal with fear and anxiety, How to be a confident leader, Communication skills, Effective time management, and more. Instructor: Rhonda Cimorelli. 12 hours. $149.
149969 6/13-6/16 M, T, W, Th 5:30-8:30p CER 201
149970 7/18-7/21 M, T, W, Th 5:30-8:30p CER 201
Vacation on a Dime NEW!
Emily would love to share tips and tricks that she has learned along the way to get around the state, country, continent, and the world on a shoestring budget. Topics included, but not limited to, deciding where to travel to stretch your budget, how to find the best lodging for your needs and wallet, free travel apps/websites that are essential to help stretch your budget AND allow for a more “local” experience, travel insurance (when you need it and how to avoid scams), all inclusive resorts and cruising. Instructor: E. Reid. 2 hours. Cost: $29.
150055 06/27 M 6p-8p TBA
150056 07/14 Th 6p-8p TBA

Herb Gardening 101 NEW!
Participants will learn about the differences between warm and cold weather herbs, raised beds and container gardening, tips on how to grow from seed, pruning, harvesting, propagation, growing indoors to extend your growing season, and pest control. Participants will go home with a planter box with plants and some seed starters. Instructor: J. Carlson. Cost: $59.
150363 06/22 W 5:30-7p T25

Building Your Own Vegie Garden NEW!
Topics will include but not limited to: learning the differences between warm weather/cool weather veggies, growing in ground, in containers, and in raised beds. More topics include companion planting, vertical gardening, starting from seed vs. buying transplants, pruning, attracting bees and pest control. Instructor: J. Carlson. Cost: $19.
150364 7/14 Th 5:30p-7p T25

Location Key on Pg. 33
Motorcycle Safety Foundation: Basic Rider’s Course

This 22-hour course is part of the NC Motorcycle Safety Program. In this class, riders will learn the basics of operating a motorcycle. The course is held on Friday evening, all day Saturday and all day Sunday. 100% attendance of all scheduled class hours is mandatory. NO EXCEPTIONS! Participants must wear long pants, long-sleeved shirts, boots over the ankle, full fingered gloves and eye protection (sunglasses or prescription eyewear is permissible). Helmets are available, but individuals are encouraged to bring their own if they have them. Motorcycles are furnished by PCC. Participants must be 16 years of age, but are not required to hold a driver’s license to participate in the class. Upon successful completion of the course, participants will be able to forego the driving portion of the NC DMV test for gaining their motorcycle endorsement. Pre-registration, at least 3 days prior to the beginning of the class is required. 22 hours. $145.55.

148989  5/20-5/22  F  6p-10p  GHL126
148990  6/3-6/5  F  6p-10p  GHL126
148991  6/10-6/12 F  6p-10p  GHL126
148992  6/24-6/26 F  6p-10p  GHL126
148993  7/15-7/17 F  6p-10p  GHL126
148994  7/29-7/31 F  6p-10p  GHL126
148995  8/12-8/14 F  6p-10p  GHL126

INTRODUCTION TO JEWELRY MAKING...
in partnership with Greenville Museum of Art

Tuesday, Wednesday
5:30-7:30 pm
4 hours, 2 classes | $29

• May 24 & 25
• June 14 & 15
• July 12 & 13

CHECK OUR OUR New Gardening Classes!

Herb Gardening 101
Gardening DIY
Building Your Own Veggie Garden

TRANSITIONAL STUDIES

HSE/GED BOOT CAMP!

Finish your high school equivalency diploma in 5 WEEKS or less!

5 WEEK Sessions Begin:
April 25, 2022
May 31, 2022
July 11, 2022

MON - THUR
10:30 am - 1:30 pm
M,W - Face-to-Face on campus
T,Th - ONLINE WebEx delivered classes

All instruction is offered FREE of charge!

Participants must take a TABE assessment and score a level 3 or higher prior to class start in order to qualify. Class attendance is required.

Call 252.493.7377 for more information or visit pittcc.edu and Search ‘Transitional Studies’.

PERSOINAL ENRICHMENT
How to Start a Small Business
Join us to learn the key basics to bring your business idea to life! We will discuss the startup process, financing, legal issues, licensing, and more. We will also introduce you to the resources available to help you successfully start your business. Presenter: Jim Ensor. 3 hours. FREE.

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Writing a Business Plan
Business Plans are not just for financing purposes; they are working documents to guide the future of your business. By committing your ideas to paper, you have the opportunity to prove to yourself and others the viability of your business. Presenter: Jim Ensor. 3 hours. FREE.

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Funding Your Business -Online
This seminar will explore finding and securing funding for small businesses including: loans, venture and angel capital, grants, and crowdfunding. Students will learn which sources of funding are the best fit for their business and the next steps to secure funding. Presenter: David Mayo. 2 hours. FREE.

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Creating Your Brand
Your brand is not just a logo. It’s the customer’s overall perception of your business. Small businesses often are competing against big brands with devoted customers and unlimited marketing budgets. It’s important to find ways to stand out with a solid brand-building process of your own. In this seminar, you will learn how to create a successful brand that is consistent in communication and experience across many applications. Presenter: Melanie Diehl. 2 hours. FREE.

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Keys to Create a Winning Website for Your Business
We will cover the basic questions you need to ask yourself when building a website. What platform do I use? Where will the site be hosted? Who controls my content and access to it? including setup, launch, and maintenance. You will also be introduced to popular tools for helping you build a great-looking website. Presenter: Jeanne Eury 2 hours. FREE.

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Creating Your Online Marketing Strategy
Web sites, email, and social media sites are all part of our e-commerce world. How do we maximize our use of these marketing tools? Join us to learn how to streamline your efforts for the best return. Use your on-line tools to work smarter not harder. Presenter: Rai Reed. 2 hours. FREE.

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Facebook Marketing for Your Small Business
Learn the latest strategies for using Facebook to market your business: what’s new and why it’s important; the difference between a Facebook profile, a page, business manager and ads manager. Learn the difference
between Facebook ads and boosted posts, and about groups and bots. Pre-req: Facebook personal profile AND Facebook business page. Presenter: Melanie Diehl. 2 hours. FREE.

2022-35 6/28  T  6p-8p  Online

Get Your Business Online with Google

Only 37% of businesses have claimed a local business listing on a search engine—that’s a lot of missing information. And with 4 out of 5 people using search engines to find local info like business hours and directions, it also means a lot of missed opportunities for local businesses. Businesses want to be found by their customers. Customers want to find updated information about local businesses. Let’s Put Our Cities on the Map was designed to help strengthen our communities by connecting local businesses and customers so they can easily support each other. In this workshop, we will help you verify your business, make sure your information is complete and accurate, and review other free tools Google has available for increased visibility. Presenter: Jeanee Eury. 2 hours. FREE.

2022-36 6/21  T  6p-8p  Online

Maximize Your Website! – Online

Search Engine Optimization (SEO) is the strategy to improve your business view in search engines (Google, Yahoo, Ask.com). While there are many detailed and intricate things that can be done to improve website views, the many pieces of the Google algorithm all center around valuable content and consistent activity. We will discuss simple strategies to increase your organic ranking and make sure you’re making the best use of your website real estate. Presenter: Jeanne Eury. 2 hours. FREE.

2022-37 6/23  T  6p-8p  Online

ACCOUNTING & TAXES

Introduction to Quickbooks Cloud Accounting – Online

Interested in using Quickbooks software to help manage your business finances? Before you buy come to this free seminar to learn if Quickbooks is the right software for you! This seminar will walk you through the setup of a Quickbooks Online account and prepare you for additional training in the day to day use of Quickbooks. Learn tips and tricks to make bookkeeping easy! Presenter: Anne Dorsey. 2 hours. FREE.

2022-38 7/21  Th  6p-8p  Online

Tax Essentials for Small Businesses – Online Seminar

This seminar will provide an overview of important topics that new business owners should consider including choosing the correct business entity, employee vs. independent contractor, and basic record keeping requirements. Presenter: Karen Spruill. 2 hours. FREE.

2022-39 6/30  Th  6p-8p  Online

Sales Tax – Tips for Compliance – Online Seminar

We will examine key aspects of the NC sales tax laws including which businesses must collect taxes, how much to collect, how to remit the funds to the State, nonprofits, and out of state sales. Presenter: Karen Spruill. 2 hours. FREE.

2022-40 7/26  Th  6p-8p  Online
PERSONAL ENRICHMENT
ARTS/CREATIVE Camps

Explore: DaVinci Arts Sampler
The arts studio for the artist and inventor. Explore the art and science of ink printmaking monoprints, collage and eco-friendly dyes on cloth. Campers will build a sketchbook to use daily. A new and different project each day! **Cost:** $99.55.
**July 11 - 14** • **9am - 12pm** • Ages 7-10 | **1pm - 4pm** • Ages 11-14

Explore: Drawing Studio
Learning to draw and to draw better. This studio introduces the student to drawing techniques on various kinds of drawing papers for effect and using different drawing tools, graphite pencils, charcoal and ink. Rendering, shading, 2-D and 3-D composition, texture, contour and form/shape drawing skills are explored. Campers will make a portfolio to store their drawings. **Cost:** $99.55.
**July 18 - 21** • **9am - 12pm** • Ages 7-10 | **1pm - 4pm** • Ages 11-14

Explore: Painting Studio
Explore color mixing, brushwork and the fundamentals of composition through painting mediums and techniques on canvas and watercolor paper. Subjects will include pets/animals/wildlife, landscapes, abstract, imaginary and still-life. **Cost:** $99.55.
**June 27 - 30** • **9am - 12pm** • Ages 7-10 | **1pm - 4pm** • Ages 11-14

Cooking Camps

Explore: Bulldog Cooking Camp
There’s nothing quite like the smell of fresh baked bread and the taste of homemade foods! This week we will make lots of recipes from scratch…no short cuts for us! Come join Joann Duncan, who has 14 years of experience, help you make homemade pasta, pancakes with homemade maple syrup, s’mores with homemade marshmallows and much more! **Cost** $99.55. *Limited space.*
**June 20 - 23** • **9am - 12pm** | **July 11 - 14** • **1pm-4pm** • Ages 10-15

SPORTS Camps

Explore: Beginner’s Kayaking
Campers will learn the basic techniques of kayaking, including water safety, paddle strokes, parts of the vessel, boat orientation, and water recovery skills. **Cost:** $120.55
**June 15 - 17, June 22 - 24, July 13 - 15, July 20 - 22, August 3 - 5, or August 10 - 12** • **2pm - 5pm** • Ages 10-15

STEM Camps

Explore: Battle Royale: Make Your First Fortnite Style Video Game
Fans of Fortnite we need you! Instead of playing the game, design your own. Using a professional 3D game development software, build levels and assets inspired by popular battle royale games like Fortnite. Students can participate in eSports League matches against other schools across the country with a chance to have their levels featured in the Black Rocket master build of the game! This course includes cartoonish action and battle sequences. Student-created games will be available on a password protected Black Rocket website to share with friends and family. **Cost** $149.55
**July 18 - 21** • **9am - 12pm** • Ages 7-10 | **1pm - 4pm** • Ages 11-14

Explore: Cartooning and Claymation
Campers will create original characters in 2-D and in 3-D form using plasticine clay, create a character storyboard script and build a backdrop set to create a stop-motion video. Skills in drawing, clay building, vocabulary, narrative writing, motion, timing and special effects. **Cost:** $99.55
**June 20 - 23** • **9am - 12pm** • Ages 7-10 | **1pm - 4pm** • Ages 11-14

Explore: Cybersecurity
The AFA CyberCamp program is designed to excite students new to cybersecurity about STEM career opportunities and teach them important cyber defense skills through hands-on instruction and activities. Through the camp, students will learn how to protect their personal devices and information from outside threats, as well as how to harden entire networks running Windows 10 and Ubuntu operating systems. The AFA CyberCamp will culminate in an exciting final team competition that simulates real cybersecurity situations faced by industry professionals and mimics AFA’s CyberPatriot National Youth Cyber Defense Competition. **Cost:** $131.55
**July 13 - 17** • **1pm - 5pm** • Rising 8th-12th graders
Explore: eSports Apprentice
Whether you want to be the next pro gamer, streamer, or gamecaster this course will teach you the basics to get started! No longer just a hobby, eSports is the fastest-growing career for the next generation. Over 400 million people watched YouTube videos and Twitch streams of video game competitions this year alone! In this course, students will develop game-play skills and compete using Black Rocket's eSports games and apps, learn how to produce commentary for live tournaments, use professional streaming software, and most importantly practice online safety. Student recordings will be available on a password protected website to share with friends and family. Videos will not be broadcast publicly but will be shared with all students in the class.
Ages 7-10  Cost $149.55
June 11 - 14  •  9am - 12pm  •  Ages 7-10  •  1pm - 4pm  •  Ages 11-14

Explore: JavaScript Developer
Learn programming tools so powerful they seem like magic! Start off by learning an array of core programming concepts with JavaScript by experimenting in a series of digital challenges. Start with programming your first animated memes, then tackle more advanced skills such as interactive 3D experiences and game creation. Projects will be available on a password protected Black Rocket website to share with friends and family.  Cost $149.55
June 13 - 16  •  9am - 12pm  •  Ages 7-10  •  1pm - 4pm  •  Ages 11-14

Explore: Minecraft Redstone Engineers
Take the next step beyond simply "playing" Minecraft and become a true Redstone engineer. Expand your Redstone knowledge by constructing your own carnival with a variety of mini-games, roller coasters, and attractions powered by Redstone. Learn how to use Command and Structure blocks to incorporate them into your builds. Activate your skills and take your Minecraft structures to the next level!  Ages 7-10.  Cost $149.55
June 20 - 23  •  9am - 12pm  •  Ages 7-10  •  1pm - 4pm  •  Ages 11-14

Explore: Pokémon Masters: Designers & 3D Makers Unite!
Calling all PokeMasters who want to be the designers of the future! Use your Pokémon imagination and bring your ideas to life. Begin by creating your own digital Pokemon-style custom playing card game. Progress onto designing action figures, jewelry, and toys in professional-level modeling software. Learn how to prepare a model for 3D printing and create a design portfolio to showcase your work! No prior experience is necessary and 3D designs will be available on a password protected Black Rocket website to share with friends and family.  Cost: $149.55
July 25 - 28  •  9am - 12pm  •  Ages 7-10  •  1pm - 4pm  •  Ages 11-14

Explore: ROBLOX Makers
Unlock the power of ROBLOX® Studio, the world creation tool used by real-world ROBLOX® developers! Learn how to build 3D models and create an adventure in your ROBLOX® world. Bring characters to life with unique animations you design. Student-created projects will be available on a password protected Black Rocket website to share with friends and family.  Cost: $149.55
August 8 - 11  •  9am - 12pm  •  Ages 7-10  •  1pm - 4pm  •  Ages 11-14

Explore: STEAM Camp
This camp will introduce rising 4th-8th graders to STEAM (Science, Technology, Engineering, Art, and Math) based careers here on PCC campus. They will learn a variety of skills as they complete hands on activities throughout our CIT division throughout the week. We plan to introduce them to approximately 2 different programs a day, possibly more with time permitting. Each activity will be used to show the students the importance of STEAM and how it is constantly used in the everyday workplace.
Cost: $149.55
June 20 - 23  •  1pm - 4:30pm  •  Rising 4th - 8th graders

Explore: YouTube Content Creators
Find your voice and leave your mark on the world! Whether you are six or sixteen, it's time to start a career as the next YouTube star. Explore the variety of content and personalities that exist on YouTube and how to find your own niche. Learn the Dos and Don'ts of the platform and how to practice good digital citizenship. Develop your on-camera presence, your own channel branding, and professional editing skills. Take home a plan for launching your own channel with the content created in class! Student projects will be available on a password protected Black Rocket website to share with friends and family.  Cost: $149.55
August 1 - 4  •  9am - 12pm  •  Ages 7-10  •  1pm - 4pm  •  Ages 11-14

Future Aspirations
Explore: F.L.O.W Future Leaders of the World
Students have a unique opportunity to work with a Certified Life coach and NLP Practitioner who has achieved elite status in her company. She has extracted proven strategies that work in the business world and adapted them into a format that is compatible and enjoyable for youth in order to set them up for success early in life. Topics include: how to deal with anxiety/depression, how to have more self-confidence, how to make and maintain quality relationships, setting and achieving goals, etc. They will learn interpersonal and intrapersonal skills that will enhance their success at every stage of their life!  Cost $120.55
June 13 - 16 or July 18 - 21  •  9am - 12pm  •  Ages 8-12
June 13 - 16 or July 18 - 21  •  1pm - 4pm  •  Ages 13-17

Explore: Try a Trade Camp
This camp teaches rising 7th - 10th grade boys and girls about trade skills. We will be highlighting the programs in our PCC Technical Academy to make students aware of what PCC has to offer them. Students will spend a day in one of five areas (Architectural Technology, Computer Integrated Machining, Electrical System Technology, HVAC, and Industrial Systems Technology) and learn that particular trade skill. We are hoping to inspire an interest in these programs to make students want to be a part of our Technical Academy their junior and senior years of high school. As our Technical Academy grows, we will offer other trade skill areas.  Cost $149.55
June 27 - 30  •  8:30am - 12pm  •  Rising 7th - 10th graders
Admission
All camps are open on a first come, first served basis; camp sizes are limited. Call 493-7317 for availability.

Fees
Registration fees are NON-REFUNDABLE unless cancelled by the college. Fees may be paid by check, money order, or Debit/Credit Card. When paying by check, a separate check must be written for each child enrolled. T-shirt is included in registration fee.

Registration Procedures
1. Complete the registration form in its entirety. A separate form must be completed for each child attending. Make check(s) payable to Pitt Community College.
2. Take completed form(s) along with payment to Pitt Community College’s Greenville Center located at 3107 S. Memorial Drive.
3. Complete additional paperwork required at the time of payment.

Cancelled Camps and Changes
Pitt Community College reserves the right to cancel any camp prior to the first meeting due to limited enrollment. In such a case, you will be notified and your fee will be refunded. We also reserve the right to change instructors.

Insurance
Student Accident Insurance is available for purchase, but is not mandatory, for the term of your child’s enrollment.

Transportation
The parent or guardian is responsible for transportation to and from camps, regardless of camp location. The camper is expected to arrive 15-20 minutes before the camp start time. All campers should be picked up promptly when camp is over.

Breaks/Lunch
There will be a scheduled break time for each camp. During this time, campers may eat snacks brought from home or purchased from campus drink/snack machines. If your child wants to purchase snacks, you must provide correct change. PCC is not responsible for money lost in machines. Campers must provide their own lunch. Campers may not leave campus for lunch unless accompanied by a parent or guardian.

Pictures and Video
During camps, pictures and videos may be taken by camp staff. If you do not wish for your child’s pictures or videos to be used in future promotional materials or posted on our PCC Explore Camp Facebook page, please contact us.

Additional Information
For questions, contact Lisa Webb, Explore! Camp Coordinator, at 252-493-7317 or lwebb@email.pittcc.edu.
Indicate your camp choice(s) by checking the appropriate box or boxes. If the camp runs 2 different dates/times, please circle your choice.

- Battle Royale Make Your First Fortnite Style Video Game
  - July 18-21 · 9am-12pm · Ages 7-10
  - July 18-21 · 1pm-4pm · Ages 11-14
- Beginner’s Kayaking
  - June 15-17 · 2pm-5pm · Ages 10-15
  - June 22-24 · 2pm-5pm · Ages 10-15
  - July 13-15 · 2pm-5pm · Ages 10-15
  - July 20-22 · 2pm-5pm · Ages 10-15
  - August 3-5 · 2pm-5pm · Ages 10-15
  - August 10-12 · 2pm-5pm · Ages 10-15
- BMX Camp
  - June 13-17 · 9am-12pm · Ages 6-18
  - June 20-24 · 9am-12pm · Ages 6-18
  - August 15-19 · 9am-12pm · Ages 6-18
  - August 22-26 · 9am-12pm · Ages 6-18
- Bulldog Cooking Camp
  - June 20-23 · 9am-12pm · Ages 10-15
  - July 11-14 · 1pm-4pm · Ages 10-15
- Cartooning and Claymation
  - June 20-23 · 9am-12pm · Ages 7-10
  - June 20-23 · 1pm-4pm · Ages 11-14
- JavaScript Developer
  - June 13-17 · 1pm-5pm · Rising 8-12th graders
  - 20 Hours | Cost: $131.55
- DaVinci Arts Sampler
  - July 11-14 · 9am-12pm · Ages 7-10
  - July 11-14 · 1pm-4pm · Ages 11-14
  - 12 Hours | Cost: $99.55
- Drawing Studio
  - July 18-21 · 9am-12pm · Ages 7-10
  - July 18-21 · 1pm-4pm · Ages 11-14
  - 12 Hours | Cost: $99.55
- eSports Apprentice
  - July 11-14 · 9am-12pm · Ages 7-10
  - July 11-14 · 1pm-4pm · Ages 11-14
  - 12 Hours | Cost: $99.55
- F.L.O.W Future Leaders of the World
  - June 13-16 · 9am-12pm · Ages 8-12
  - July 18-21 · 9am-12pm · Ages 8-12
  - July 13-16 · 1pm-4pm · Ages 13-17
  - July 18-21 · 1pm-4pm · Ages 13-17
  - 12 Hours | Cost: $149.55
- Minecraft Redstone Engineers
  - June 20-23 · 9am-12pm · Ages 7-10
  - June 20-23 · 1pm-4pm · Ages 11-14
  - 12 Hours | Cost: $149.55
- Painting Studio
  - June 27-30 · 9am-12pm · Ages 7-10
  - June 27-30 · 1pm-4pm · Ages 11-14
  - 12 Hours | Cost: $99.55
- Pokemon Masters: Designers & 3D Makers Unite!
  - July 25-28 · 9am-12pm · Ages 7-10
  - July 25-28 · 1pm-4pm · Ages 11-14
  - 12 Hours | Cost: $149.55
- ROBLOX Makers
  - August 8-11 · 9am-12pm · Ages 7-10
  - August 8-11 · 1pm-4pm · Ages 11-14
  - 12 Hours | Cost: $149.55
- STEAM Camp
  - June 20-23 · 9am-4:30pm · Rising 4-8th grade
  - 14 Hours | Cost: $149.55
- Try a Trade
  - June 27-30 · 8:30am-12pm · Rising 7-10th grade
  - 14 Hours | Cost: $149.55
- YouTube Content Creators
  - August 1-4 · 9am-12pm · Ages 7-10
  - August 1-4 · 1pm-4pm · Ages 11-14
  - 12 Hours | Cost: $149.55

REGISTRATION DEADLINE for each camp is 1 WEEK before START DATE.
Customized Training Program (CTP)

- Customized training services to local businesses and industries
- Professional development for existing employees
- Services to help identify and/or train potential employees
- Tailored to YOUR needs and YOUR schedule
- Classes at NO cost or LOW cost

For more information, contact Workforce Development at 252.493.7885.
For more information, call (252) 902-1392 or Curshenia Wilson at (252) 493-7904. The FNS E&T program will continue to provide tuition support and serve the many people affected by the COVID-19 Pandemic.

BENEFITS OF THE PROGRAM:
>
> Tuition assistance
> FNS E&T can pay for: required textbooks, equipment, supplies and professional licensure exams
> Career and Education planning
> One-on-one Education Navigator support
> Support and retention services
> Job search assistance and support

Pitt Community College is offering the opportunity to earn a certificate or job-specific training in desired fields. The Food and Nutrition Services Employment and Training (FNS E&T) program provides tuition assistance for students receiving Food Stamps benefits. The program can also help you pay for training, textbooks, supplies, and provide you with support services to help you face barriers head-on.

For more information, call (252) 902-1392 or Curshenia Wilson at (252) 493-7904. The FNS E&T program will continue to provide tuition support and serve the many people affected by the COVID-19 Pandemic.
WELCOME! Our courses are informative, fun, convenient, and highly interactive. These courses, developed by industry experts, offer engaging student discussion with access to instructor feedback throughout the class.

New sessions of our instructor-led courses begin each month and last six weeks. Course lessons are released twice a week and can be accessed from any computer with an internet connection 24 hours a day, seven days a week. For the independent learner, our self-paced courses provide access to all lessons immediately with up to three months to complete. Visit www.ed2go.com/pittcc to see a full list of classes and prices, and get started today!

How to Get Started:
1. Visit our Online Instruction Center: www.ed2go.com/pittcc
2. Please click on a course category you’re interested in or type your interest in the search box. Click on a course title. Scroll down past the course descriptions and click on the “Add To Cart” button. Type in the requested information and you will receive an e-mail with further instructions.
3. When your course starts, return to our Online Instruction Center and click the Classroom link. Log in with your email and the password you selected during enrollment.

Start Dates:
New course sessions begin each month. Our upcoming sessions begin:
5/18, 6/15, 7/13, 8/17, 9/14

Roslyn Bethea · rbethea@email.pittcc.edu

Introduction to Photoshop CC
This hands-on, project-oriented course is filled with easy-to-follow, detailed step-by-step instructions that teach you how to edit and manipulate images and create elemental compositions using Photoshop in the Creative Cloud. Discover how to improve photographs by editing out flaws, correcting poor exposure, or creating a composite image using the newest techniques.

Introduction to InDesign CC
Learn how to use Adobe InDesign CC software to create professional-quality letterhead, brochures, forms, eBooks, business materials, and more.

For a full list of classes offered,

Introduction to Interior Design
Explore a career in interior design as you learn how to transform any room into a beautiful and functional space.

BUSINESS

Administrative Assistant Fundamentals
This course will help you discover and master the essentials of managerial and staff support, information and records management, communications technology, travel and meeting coordination, space planning, and office ergonomics.

Effective Business Writing
Improve your career prospects by learning how to develop powerful written documents that draw readers in and keep them motivated to continue to the end.

Fundamentals of Supervision and Management
Learn the people skills required to motivate and delegate, and learn tools for solving problems and resolving conflicts.

Keys to Effective Communication
Lost for words? Don’t be! Learn to build rapport, trust, warmth, and respect through conversation.

Leadership
Gain the respect and admiration of others, exert more control over your destiny, and enjoy success in your professional and personal life.

Marketing Your Business on the Internet
Develop an Internet marketing plan for your business that incorporates SEO, advertising, email, social media, and more.

Project Management Fundamentals
Gain the skills you’ll need to succeed in the fast-growing field of project management.

Using Social Media in Business
Learn how to use the five most popular social media platforms—Facebook, Twitter, LinkedIn, Pinterest, and Instagram—to grow and promote your business.

ARTS & DESIGN

Drawing for the Absolute Beginner
Gain a solid foundation in drawing and become the artist you’ve always dreamed you could be!

Mastering Your Digital SLR Camera
Take your photography to the next level by learning how to master lenses, apertures, shutter speed, exposure settings, and more on your digital SLR camera.

Secrets of Better Photography
Learn how to take better pictures by understanding your camera and how to use it in a variety of situations.
visit www.ed2go.com/pittcc.

ONLINE COURSES

COMPUTER

Creating Web Pages
Learn the basics of HTML so you can design, create, and post your very own site on the web.

Computer Skills for the Workplace
Gain a working knowledge of the computer skills you’ll need to succeed in today’s job market.

Keyboarding
Learn how to touch-type or improve your existing typing skills using Keyboarding Pro 5.

Intermediate Microsoft Excel 2019/Office 365
If you use Microsoft Excel, this intermediate course will bring your Excel skills to the next level. You will learn how to use a number of powerful features in the 2019 version of Microsoft’s longstanding Excel software.

Intermediate SQL
Advance your knowledge of SQL in this flexible online course. You will learn how to write, design, and test complex SQL queries.

Introduction to Microsoft Excel 2016
Become proficient in Microsoft Excel 2016 and discover how to create worksheets, workbooks, charts, and graphs quickly and efficiently.

Introduction to Microsoft Excel 2019/Office 365
If you work with data of any kind, knowing how to create a spreadsheet is key to effectively managing and organizing information. This course will introduce you to Microsoft Excel 2019 and teach you how to use this powerful software.

Introduction to Microsoft PowerPoint 2019/Office 365
As technology transforms business practices, Microsoft PowerPoint remains one of the most commonly used tools for presentations. This course is perfect for beginners wanting to learn how to effectively use Microsoft PowerPoint 2019 to create professional presentations.

Introduction to Microsoft Word 2019/Office 365
Learn how the foundational skills needed to utilize Microsoft Word 2019 in Office 365. This course will teach you how to create professional-looking letters, reports, and documents.

Introduction to Python 3 Programming
Enhance your professional profile by adding Python to your programming skills.

FINANCIAL

Accounting Fundamentals
Gain a marketable new skill by learning the basics of double-entry bookkeeping, financial reporting, and more.

Introduction to QuickBooks Online
Learn to use QuickBooks Online to record income and expenses; enter checks and credit card payments; track your payables, inventory, and receivables; and much more.

Real Estate Investing
Build and protect your wealth by investing in real estate.

Stocks, Bonds, and Investing: Oh, My!
Learn how to make wise investment decisions so that you have enough money to live comfortably through your retirement.

HEALTH

Certificate in Food, Nutrition, and Health
In this informative course, you will gain a holistic view of current food and nutrition issues and their impact on physical, social, emotional, and spiritual health.

Certificate in Stress Management
(14 contact hours) Explore the physiological, social, and psychological impacts of stress and study modalities to get stress under control.

Genealogy Basics
Learn where to look, who to contact, and how to use research tools to begin an exciting and fascinating exploration of your roots.

LANGUAGE

Speed Spanish
Learn six easy recipes to glue Spanish words together into sentences and engage in conversational Spanish.

Speed Spanish II
Follow-up to the popular Speed Spanish course with several new ways to help you build fluency.

Discover Sign Language
Discover the fun of learning sign language and using your hands to communicate with deaf people.

Instant Italian
Learn how to express yourself comfortably in Italian. You’ll read, hear, and practice dialogues of everyday words which will teach you to communicate in a wide variety of settings.

Grammar for ESL
If English is your second language and you’re headed to college, this course will teach you the principles of grammar and structure you’ll need to succeed.

Grammar Refresher
Develop your English grammar skills and take your writing and speaking to the next level of excellence in this course.

Conversational Japanese
An easy and enjoyable for beginners to master the essentials of the Japanese language.

Beginning Conversational French
Discover how easy it can be to learn common words and phrases for both leisure and business.

Medical Terminology: A Word Association Approach
Prepare for a career in the health services industry by learning medical terminology in a memorable and enjoyable fashion.

Spanish for Medical Professionals
Learn medical Spanish quickly and easily, honing your basic conversational skills and mastering key healthcare words and phrases.
ONLINE COURSES

**TEACHER PROFESSIONAL DEVELOPMENT**

- **Solving Classroom Discipline Problems**  
  Veteran teacher reveals the secrets to an orderly classroom. A step-by-step approach to effective, positive discipline.

- **Teaching Smarter with SMART Boards**  
  Master the use of SMART Board and SMART Notebook technology so you can create powerful interactive lessons that capture your students’ attention.

- **Creating Classroom Centers**  
  Learn how to create engaging, easy-to-maintain classroom center activities that boost independent learning while increasing small-group instruction time.

- **Understanding Adolescents**  
  Uncover the secrets of the adolescent mind. Gain valuable information on how they feel, how their identities develop, and how you can best meet their needs.

- **Integrating Technology in the Classroom**  
  Learn the secrets of technology integration in the classroom and across the curriculum, gaining the skills educators need to use tools such as apps, assistive technology, wikis, podcasts, and blogs effectively.

- **Spanish in the Classroom**  
  Learn the essential Spanish for teachers so you can communicate effectively with your Spanish-speaking students and parents.

- **Response to Intervention: Reading Strategies That Work**  
  Learn response to intervention (RTI) strategies that ensure the struggling readers in your classroom get the help and education they need.

- **Teaching Students With ADHD**  
  Learn practical strategies for helping children with attention deficit hyperactivity disorder (ADHD) succeed in school.

- **Enhancing Language Development in Childhood**  
  Enrich the lives of your children by learning fun and natural ways to help them become proficient speakers and thinkers.

- **Content Literacy: Grades 6-12**  
  Learn practical strategies for incorporating reading, writing, and the other literacy skills outlined in the Common Core State Standards into your content area for adolescent students.

- **Creating the Inclusive Classroom: Strategies for Success**  
  Get the training you need to reach the diverse mix of students you face every day - learning proven strategies that turn diversity into opportunity.

- **Empowering Students with Disabilities**  
  Explore common disabilities you’ll encounter in the classroom and master techniques for promoting academic, behavioral, and social skills in students with special needs.

**TEST PREP**

- **GMAT Preparation**  
  Discover powerful test-taking techniques and methods for improving your score on the GMAT.

- **GRE® Preparation**  
  Discover powerful strategies for success in the verbal reasoning and analytical writing sections of the GRE® revised General Test (course 1 of 2).

- **LSAT Preparation**  
  Learn about law school entrance procedures, developing analytical reasoning skills, and improving your test-taking skills.

- **SAT/ACT Prep Course - Part 1**  
  Master the reading, writing, English, and science questions on the ACT and new SAT.

**WRITING**

- **A to Z Grant Writing**  
  This course provides students with the hands-on experience and knowledge they need to successfully begin writing grant proposals, including real-world scenarios, and the opportunity to improve their work by reviewing previous grant proposals completed by peers.

- **Beginning Writer’s Workshop**  
  If you have a story that needs to be written, an online writing workshop is a great place to start. This course will help improve your writing skills and discover new ways to stretch your creative muscles.

- **Fundamentals of Technical Writing**  
  Learn the skills you need to succeed in the well-paying field of technical writing.

- **Publish and Sell Your E-Books**  
  Learn how to use free tools to publish an e-book, and then list and sell your e-books in the world’s largest online bookstores.

- **The Keys to Effective Editing**  
  If you aspire to be an editor, this course will teach you the fundamentals of top-notch editing for both fiction and nonfiction.

- **Write Like a Pro**  
  A published author teaches you how professional writers use story outlines to structure any type of story.

- **Writing Essentials**  
  Master the essentials of writing so you can excel at business communications, express yourself clearly online, and take your creative literary talents to a new level.

Check out all our courses!  
Visit our Online Instruction Center:  
www.ed2go.com/pittcc
Our instructor-led online courses are informative, fun, convenient, and highly interactive. We focus on creating warm, supportive communities for our learners. New course sessions begin monthly. Visit our website to view start dates for the courses that interest you.

Below are just a few of our most popular continuing education courses:

- Enhancing Language Development in Childhood
- Teaching Students With Autism: Strategies for Success
- Differentiated Instruction in the Classroom
- Creating K-12 Learning Materials
- Survival Kit for New Teachers
- Spanish in the Classroom

Complete all courses to receive your certificate and GAIN valuable skills to ADVANCE in your career!
REGISTRATION

REGISTRATION

• Registration is on a FIRST COME, FIRST SERVED basis.
• Any adult 18 years of age or older (and out of high school) may register for a course.
• Individuals 16-18 years old may register only with written permission from their high school official.
• Pitt Community College reserves the right to change schedules at any time and to add or withdraw courses.
• No walk-in registration on the first day of class.
• You must register three days before the class start date.
• Payments accepted include check, money order, and credit card.
• NO CASH!
• First time students must complete and turn in the student data form.

REFUND POLICY

• No refunds or transfers for Self-Supporting (SEF) courses unless the course is canceled by Pitt Community College.
• Refunds are automatically processed by the Cashier’s Office for all courses canceled by Pitt Community College.

The College may refund registration fees under the following circumstances:

• If a class is canceled due to insufficient enrollment, the student will receive a 100% refund.
• If a student officially withdraws from an Occupational Extension (OE) class prior to the first class session, the student will receive a 100% refund.
• After an OE class begins and a student officially withdraws from the class prior to or by the 10% point of the scheduled hours, the student will receive a 75% refund.

*This refund is limited to the registration fee and does not include accident insurance, liability insurance, textbooks, or supplies. To officially withdraw for a refund, students must sign a refund form on or before the 10% point of the class. Call 252-493-7388 for more information.

INCLEMENT WEATHER

Continuing Education and Workforce Development classes will adhere to the same schedule modifications (opening, closing, and early release) as those outlined for Pitt Community College.
LOCATION KEY

ABW - A.B. Whitley Building
PCC Campus

Aydien Comm - Ayden Community Theatre 4354 Lee Street, Ayden

CCC - Community Crossroads Center 207 Manhattan Ave., Greenville

CFG - Craig F. Goess Student Center PCC Campus

CIT - Craig M. Goess Construction & Industrial Technology Building PCC Campus

COA - Pitt County Council on Aging 4551 County Home Rd., Greenville

FV - Farmville Center 3781 S. Main St., Farmville

GCC - Grifton Civic Center 37A Creekshore Dr., Grifton

GHL - G. Henry Leslie Building PCC Campus

GlasStation - ECU GlasStation 3732 W. Wilson St., Farmville

GS - Greenville Center 3107 S. Memorial Dr., Greenville

HSA - PCC Hairstyling Academy 426 E. Arlington Blvd., Greenville

NCWORKS - Pitt County NCWORKS Career Center 3101 Bismark Street, Greenville

PCDC - Pitt County Detention Center 124 New Hope Rd., Greenville

Riverside Rec - Riverside Recreation 817 Dickinson Ave, Greenville

KVV - Kay V. Whichard Building PCC Campus

LET - PCC Law Enforcement Training Building 2096 Central Park Dr., Winterville

MW - Maintenance Welding Building PCC Campus

VEW - Vernon E. White Building PCC Campus

WMW - Walter & Marie Williams Building PCC Campus

STAFF DIRECTORY

Natasha Henderson, Assistant Internal Auditor ........................................... 493-7853
Kakisha Roberson, Admissions & Registration ........................................... 493-7388
Gretchen Baugh, Marketing Specialist ......................................................... 493-7660

COMMUNITY DEVELOPMENT
Lisa Webb, Coordinator, Community Development ..................................... 493-7317

COMMUNITY OUTREACH & ENGAGEMENT
Ernis Lee, Assistant Vice President of Outreach & Community Engagement ... 341-5696
Mary Higgs, Administrative Assistant, Outreach ........................................ 493-7576
Ana Edwards, PCC Hispanic Outreach Specialist ........................................ 531-1928
Norma Warren, Outreach Specialist ............................................................ 341-7348

FIRE & EMERGENCY SERVICES TRAINING
Mekenzie Newkirk, Director, Fire & Emergency Services Training ............... 493-7742
Lorri Brewer, Administrative Assistant, Fire & Emergency Services Training ........................................ 493-7648
Patty Carraway, Administrative Support, Fire & Emergency Services Training ........................................ 493-7875
Ray Smith, Moodle/CPR Coordinator, Emergency Services Training ........... 493-7583
Maegan Rhodes, Program Coordinator, EMS Training ................................ 493-7596
Andrew Rhodes, Training Coordinator, Emergency Management ............... 493-7550

HEALTH CARE SERVICES
Sidette Boyce Brown, Director, Healthcare Programs .................................... 493-7233
Deneen Lawrence, Administrative Assistant .............................................. 493-7225
Teresa Bullock, Nursing Assistant Instructor .............................................. 493-7402

LAW ENFORCEMENT TRAINING
Thomas Forrest, Director, Law Enforcement Training .................................... 493-7572
Wendy Wooten, Administrative Assistant, BLET ......................................... 493-7572
David Johnson, Instructor, BLET ................................................................. 825-9919
Doug Bennett, Day BLET Coordinator/Instructor ......................................... 493-7571
Pat O’Callaghan, Night BLET Coordinator/Instructor ................................... 493-7420
Kellie Harrell, Law Enforcement/Detention Coordinator/Instructor ............... 493-7214
Karen Gardner, Technical Assistant, BLET ................................................. 493-7386

OFF CAMPUS PROGRAMS
Kristin Braswell, Assistant Vice President of Off-Campus Programs ............... 493-7260
Jaili Davis, Administrative Assistant, Off-Campus Programs ......................... 493-7260
Briana Moody, Off-Campus Program Coordinator ........................................ 493-7202
Brenda Jones-Jones, Technical Assistant, Bernstein Center ......................... 757-3980
Cynthia Green, Administrative Assistant, Farmville Center ......................... 753-0010

ONLINE INSTRUCTIONAL DESIGN
Roslyn Beatha, Director, Online Instructional Design .................................... 493-7208
Lila Garro, Administrative Assistant, Distance Learning ............................... 493-7324

SHORT-TERM TRADES & TECHNICAL PROGRAMS
Gail Nichols, Director, CIT Technical Programs ........................................... 493-7625
Alexandra McCoy, Administrative Assistant, Technical Programs ................ 493-7246

SMALL BUSINESS CENTER
Jim Ensor, Director, Small Business Center .................................................. 493-7541
Shareen Berkowitz, Counselor, Small Business Center ................................ 493-7298

WORKFORCE DEVELOPMENT
Vacant, Director, Career Services & Workforce Development ..................... 493-7216
Elizabeth Midyette, Administrative Assistant ............................................ 493-7266
Ann Tess, NCRC Administrative Support/Instructor .................................... 493-7592
Karen Davis, Coordinator, Human Resources Development (HRD) ............... 493-7551
Kaneisha Wiggins, HRD Administrative Support .......................................... 493-7845
Sheila Ormond, Industrial Training Coordinator ........................................... 493-7584
Latrice Perry, Apprenticeship Coordinator .................................................... 493-7678
Cushmania Wilson, FNS E&T Navigator ....................................................... 493-7904
Mary Richardson, Receptionist/Instructor .................................................... 493-7885

WORKFORCE LICENSURE
Wendy Dunbar, Coordinator, Workforce Licensure ..................................... 493-7528
Pitt Community College
Continuing Education & Workforce Development
REGISTRATION FORM

Please Print: Last Name  First Name  Middle Name  Former/Maiden Name

Social Security Number  E-mail Address  Colleague ID Number

Course ID:  Title of Course:

Begin Date:  End Date:

SELF-SUPPORTING REFUND POLICY
There are NO REFUNDS OR TRANSFERS for Self-Supporting courses unless they are canceled by Pitt Community College.

OCCUPATIONAL EXTENSION (OE) REFUND POLICY
Refunds are automatically processed by the Cashier’s Office for all classes canceled by Pitt Community College.

Refunds for dropped classes must be requested in person by the 10% point for 75% tuition refund and before class starts for 100% refund.

* In general, the Family Educational Rights and Privacy Act of 1974 prohibits the access and release of student educational records without written consent. By signing this form, the student allows Pitt Community College to release academic records/transcripts, along with conduct records, to current and future employers. Programs at PCC that prepare students for professional licensure(s)/certification(s) are designed to prepare a student to apply for applicable licensure/certification in North Carolina. In order to ensure whether the program meets requirements for professional licensure(s)/certification(s) outside North Carolina, PCC recommends the student contact the program Director/Dean/Coordinator prior to enrolling in the program.

Student Signature  Instructor Signature (if applicable)
TO APPLY, YOU MUST BE 18 YEARS OF AGE OR OLDER. If you are age 16, or have not yet reached age 18, then you must have a Release Form signed by your High School Principal or his/her designated representative in order to be eligible to enroll in Continuing Education courses. (This form may be obtained from our office.)

I certify that I am 18 years or older and not enrolled in public school, or, a public school release form is attached with all required signatures.

Instructions: Type or print in ink, respond to all questions completely, use your legal name, and return completed application to the PCC Representative.

Name ___________________________ Colleague ID ___________________________
Address __________________________ City __________________________ State ___________ Zip ___________
County __________________________ County of Residence __________________________ State of Residence __________________________
Country __________________________ U.S. Citizen: ☐ Yes ☐ No Email __________________________
Home Phone (_________ ) Work Phone (_________ ) Cell Phone (_________ )
Social Security Number __________________________ Date of Birth: __________________________ Gender: ☐ Male ☐ Female

Ethnicity: __________________________ Race: __________________________
☐ Hispanic/Latino ☐ Asian ☐ Black or African American ☐ White
☐ Not Hispanic/Latino ☐ American Indian or Alaska Native ☐ Native Hawaiian or Other Pacific Islander

How did you hear about this course? Please check only one.
☐ Advertisement ☐ Corporate Contact ☐ Personal Initiative ☐ Recruitment Activities ☐ Referral ☐ Other __________________________

Check one of the following graduation types:
☐ High School Graduate ☐ High School Equivalency Completion ☐ Current High School Student or High School Equivalency Student
☐ Did not graduate High School ☐ Adult High School Graduate

Name of High School attended or High School Equivalency received from: __________________________

Student Type:
☐ Not applicable ☐ Fire & Rescue/EMS/Law Enforcement ☐ Dual Enrollment
☐ Employee ☐ Senior Citizen ☐ Inmate

Employment Status: Please check one.
☐ Retired ☐ Employed 1-10 hours per week ☐ Employed 40 or more hours per week
☐ Unemployed-Not Seeking Employment ☐ Employed 11-20 hours per week
☐ Unemployed-Seeking Employment ☐ Employed 21-39 hours per week

Address __________________________

Employment Status: Please check one.

Highest educational level completed: Please check one.
☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☐ 6 ☐ High School Equivalency ☐ One Year Vocational Diploma ☐ Bachelor's Degree
☐ 7 ☐ 8 ☐ 9 ☐ 10 ☐ 11 ☐ 12 ☐ Adult High School Diploma ☐ Associate Degree ☐ Master's Degree or Higher

Is your tuition being paid by an agency/organization? If yes, please specify __________________________

(Copy of authorization to pay must be on file or attached)

Are you taking this course for certification? ☐ Yes ☐ No __________________________

Please complete the following if it applies to you: I hereby give permission to Pitt Community College and the NC Department of Community Colleges to release my grades to:

☐ NC Department of Insurance Fire/Rescue Commission ☐ Employer ☐ Other __________________________
☐ NC Criminal Justice’s Training & Standards Commission and/or NC Sheriff’s Commission

BY MY SIGNATURE, I CERTIFY THAT THE ABOVE INFORMATION IS CORRECT. __________________________

Signature __________________________ Date __________________________

* Programs at PCC that prepare students for professional licensure(s)/certification(s) are designed to prepare a student to apply for applicable licensure/certification in North Carolina. In order to ensure whether the program meets requirements for professional licensure(s)/certification(s) outside North Carolina, PCC recommends the student contact the program Director/Dean/Coordinator prior to enrolling in the program.
Start something **NEW** in 2022!

We are here **for YOU**.

pittcc.edu/community/continuing-education