

# 2021 Fall Course Schedule

# NOW ENROLLING!

On-Campus | Online | Virtual

**FALL  
SEMESTER  
BEGINS  
AUGUST 16.**

# New



**IT Academies Begin Fall 2021**

See **page 5** for details.



[www.nashcc.edu](http://www.nashcc.edu)

**Nash Community College | Continuing Education - Non-Credit Courses**  
**2021 Fall Course Schedule | August 15, 2021 - December 31, 2021**  
 Preregistration Required for All Classes

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**Contact Information**

Automotive/Transportation	252-428-7365
Career Readiness Certification (CRC)	252-428-7365
College and Career Readiness	252-428-7331
Computer Training	252-428-7365
Customized Industry Training	252-428-7365
Ed2Go Online Courses	252-428-7365
Emergency Medical Services	252-428-7348
ESL–English as a Second Language	252-428-7346
Fire Services	252-428-7365
	or 252-428-7344
Foreign Language	252-428-7346
Health Services	252-428-7348
Human Resources Development	252-428-7365
Law Enforcement Training	252-428-7321
Nurse Aide/Nursing Assistant (CNA)	252-428-7365
Personal Enrichment	252-428-7365
Professional Training	252-428-7365
Small Business Center	252-428-7320
Teacher Education	252-428-7365
Trades/Construction	252-428-7365
Advising Center	252-451-8373

Admissions	252-451-8300
Financial Aid	252-428-7328
Student and Enrollment Services	252-451-8219

**Register Now!**

**Mail or Fax:** Download the Continuing Education registration form at [www.nashcc.edu/conedreg](http://www.nashcc.edu/conedreg).

**Online Registration:** Students may register for a “select” group of Continuing Education classes via WebAdvisor at [www.nashcc.edu](http://www.nashcc.edu), click on Student Portal at top, continue to WebAdvisor, then Continuing Education. Credit card payment is required.

**In-Person:** Visit the Continuing Education Department located on the 2nd Floor of the Continuing Education and Public Services Building, Second Floor.

**Monday:** 8:00 AM - 6:00 PM

**Tuesday - Thursday:** 8:00 AM - 5:00 PM

**Friday:** 8:00 AM - 4:00 PM

*(Hours may vary)*

**Employment Opportunities**

If you have suggestions for a new class, have a special skill and/or are interested in teaching, please download and complete the Class Proposal Form available at [www.nashcc.edu/conedreg](http://www.nashcc.edu/conedreg).

Choose one of these options to submit:

Mail to NCC Continuing Education, P O Box 7488, Rocky Mount, NC 27804 or fax to **252-451-8451**.

**Seeking Instructors**

- Craft/Hobby
- Drawing
- Painting
- Line Dance
- Shag Dance
- Basic Plumbing
- Building Inspector Level I
- Electrical Wiring

**Financial Assistance**

Continuing Education Scholarships are available for select classes. For more information, visit [www.nashcc.edu/scholarships](http://www.nashcc.edu/scholarships) or call **252-428-7365**.

## Automotive / Transportation Classes

### Alive At 25 | \$75 | Saturdays Continuing Education Building | Room 8153

This defensive driving course for students 16 - 24 years old provides unique classroom training on the potential dangers of driving.

59680	9/11	8:30 AM - 12:30 PM
59687	10/16	8:30 AM - 12:30 PM
59682	11/13	8:30 AM - 12:30 PM
59683	12/4	8:30 AM - 12:30 PM

### DDC-4-Defensive Driving | \$60 | Saturdays Continuing Education Building | Room 8153

This course is designed for individuals 24 years of age or older and addresses the risks and hazards of the road.

59684	9/18	8:30 AM - 12:30 PM
59685	10/23	8:30 AM - 12:30 PM
59686	11/20	8:30 AM - 12:30 PM
59687	12/11	8:30 AM - 12:30 PM

Preregistration, driver's license and referral are required for **Alive at 25** and **DDC-4-Defensive Driving**.

### CDL Truck Driver Training | \$3998.25 Monday - Friday Continuing Education Building | Room 8168

The Sage CDL training program at NCC provides 158 hours of training to include classroom, lab, and one-on-one behind the wheel driving instruction.

59700/59701	9/13 - 10/1	7:00 AM - 3:30 PM
59702/59703	10/4 - 10/22	7:00 AM - 3:30 PM
59704/59705	11/1 - 11/19	7:00 AM - 3:30 PM
59706/59707	11/29 - 12/17	7:00 AM - 3:30 PM

For more information call **252-428-7351**, **252-428-7340**, or email **akressionnie858@nashcc.edu**.

### Escort Vehicle Operator - Initial \$90 | Wednesday and Thursday\* Continuing Education Building | Room 8261

This course includes Defense Driving and Initial Escort Vehicle Operator training needed to satisfy the requirements set by the North Carolina Department of Transportation (NCDOT) to certify oversize-overweight load vehicle escort drivers.

59594	9/22 - 9/23	8 AM - 12: PM   8 AM - 5 PM*
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**Required:** Students must be 21 years old to become certified with the State of North Carolina as an escort driver.

### Escort Vehicle Operator - Recertification \$75 | Thursday Continuing Education Building | Room 8261

This course satisfies the NCDOT recertification requirements set by NCDOT for oversize-overweight load vehicle escort drivers.

59595 10/21 8 AM - 12 PM

**Required:** Students must be 21 years old to become certified with the State of North Carolina as an escort driver.

### Freight Broker - Agent Training | \$1,895 | Online

In this 180-hour course, students will gain the skills needed to run a domestic freight brokerage or agency. Topics include transportation law, contracts, insurance, setting up, and running a freight brokerage business.

Open Entry      Self-Paced      6 Month Program

For more information email **jdcallahan652@nashcc.edu**.

### Motorcycle Safety Training - Basic Rider Course \$175 | Friday - Continuing Education Building, Room 8244 | Saturday and Sunday - Building E

The motorcycle safety training course includes how to balance and coordinate, shift and stop, emergency braking, and more. Motorcycles are provided. Motorcycle Safety classes are offered as self-supporting. A refund is given only if the class is canceled.

59628	9/10 - 9/12	6 PM - 10 PM   8 AM - 6 PM*
59390	9/24 - 9/26	6 PM - 10 PM   8 AM - 6 PM*
59658	10/8 - 10/10	6 PM - 10 PM   8 AM - 6 PM*
59659	10/22 - 10/24	6 PM - 10 PM   8 AM - 6 PM*
59660	11/5 - 11/7	6 PM - 10 PM   8 AM - 6 PM*
59661	11/12 11/14	6 PM - 10 PM   8 AM - 6 PM*

### OBD II Emissions Certification \$76.25 | Monday and Tuesday City High School, 999 Hammond Street NCC Automotive Building | Room 304

Learn the laws that govern OBD I/M Inspection. This course will prepare auto technicians & service personnel as OBD (On-Board Diagnostic) I/M Inspectors for motor vehicles. Textbook available in the Campus Store.

59582	9/20 - 9/21	6 PM - 10 PM
59583	10/18 - 10/19	6 PM - 10 PM
59584	11/15 - 11/16	6 PM - 10 PM
59585	12/13 - 12/14	6 PM - 10 PM

### Vehicle Safety Inspection \$76.25 | Monday and Tuesday CITI High School, Rocky Mount Room 304

Gain knowledge of safety inspection rules, regulations, and methods. The North Carolina Division of Motor Vehicles (DMV) requires this class for all persons involved in vehicle safety inspection. Textbook available in the Campus Store.

59573	9/13 - 9/14	6 PM - 10 PM
59577	10/11 - 10/12	6 PM - 10 PM
59579	11/8 - 11/9	6 PM - 10 PM
59581	12/6 - 12/7	6 PM - 10 PM

## Career Readiness Certification (CRC)

### Space is Limited | \$50.00 or \$16.00/Assessment Preregistration and Prepayment Required

The certification is composed of three assessments; Applied Math, Graphic Literacy, and Workplace Documents.

Visit [www.nashcc.edu/crc](http://www.nashcc.edu/crc) and complete the CRC Assessment Form under links to register or email [crctesting@nashcc.edu](mailto:crctesting@nashcc.edu) for more information. Individuals interested in obtaining an Adult High School Diploma (AHSD) or High School Equivalency (HSE) should contact **252-428-7331**, **252-428-7356**, or visit [www.nashcc.edu/ccr](http://www.nashcc.edu/ccr) for more information.

## College & Career Readiness (CCR)

College and Career Readiness classes are offered on-campus and off-campus at **No Fee** to individuals age 16 and older. Minors (ages 16 - 17) must first complete a minor packet and interview prior to registering for orientation.

### Orientation & Registration Requirements

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

### Advisement and Placement Procedure

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

### Placement Testing

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

Monday - Thursday 9:00 AM, or Wednesday 5:30 PM

Testing is offered on a first-come/first-serve basis. Please preregister by visiting [www.nashcc.edu/ccr](http://www.nashcc.edu/ccr) and complete the Initial College and Career Readiness Enrollment Inquiry Form. Testing takes approximately 3 - 4 hours.

### Ready, Set, Go Orientation

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

### On-Campus Classes

The CCR Department is offering all classes in a hybrid format. Students will complete work assigned by teachers online, and can also attend face-to-face classes.

### College And Career Readiness Honors Boot Camp

Boot Camp is a five-week multi-subject course that integrates the Social Studies, Reading, Writing, Science, and Math skills necessary to pass the HSE examinations. Students will attend classes daily, take practice tests in the Learning Lab as the week progresses, and then take the official HSE examinations each Thursday night or Friday morning.

Because of the fast-paced nature of this course, perfect attendance, and adequate placement test scores are required.

### Foundational Reading/Writing

This course is focused on building a strong foundation in reading, composition, and grammar. Emphasis is placed on the foundations of reading comprehension, vocabulary development, critical analysis, reading rate, and the composition of clear, organized, grammatically correct assignments.

**Foundational Math:** This course will develop skills in whole numbers. Upon completion, students will have gained a deeper understanding of basic math fundamentals.

### ABE I & II Reading/Writing

This course is a fully integrated approach to teaching reading, composition, and grammar. Emphasis is placed on reading comprehension, vocabulary development, critical analysis, reading rate, and the composition of clear, organized, grammatically correct assignments.

### HSE Writing

This course will develop and refine grammar skills and, in the process, prepare students for the essay portion of the online assessment for the High School Equivalency Exam.

### ABE Math I & II

These courses will develop skills in whole numbers, order of operations, decimals, proportions, percentages, and integers. Upon completion, students will have gained a deeper understanding of the intermediate math fundamentals.

### HSE Math I & II

This course will develop skills in algebraic problem solving including expressions, polynomials, quadratic equations, linear equalities, and functions using workbooks and [Khanacademy.org](http://Khanacademy.org). Upon completion, students will have gained a deeper understanding of working with signed numbers, performing operations with rational and irrational numbers, combining like terms in algebraic expressions, writing and solving algebraic expressions and equations, solving word problems through the use of algebraic reasoning, and solving geometric problems. Students who complete this course should be prepared to take the Math HSE examination.

### HSE Fast Track

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

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

- Students are required to pre and post-test on campus
- Students must have reliable internet access
- Students must be able to check email
- Students must be available by phone
- Space is limited, consistent attendance online is required

**Nash Community College offers the following High School Equivalency Tests:**

**GED®**

The GED® test is computer-based. The test consists of Reasoning through Language Arts, Science, Social Studies, and Mathematics. Cost: \$20.00 per test.

**HiSET®**

The HiSET® is computer or paper-based. This test consists of Reading, Writing, Science, Social Studies, and Mathematics. \$15.00 per test for paper-based testing. Total Cost \$75.00. \$10.75 per test for computer-based testing. Total Cost \$53.75

**Computer Training Classes**

**IT Academy- A+ Certification (Hybrid)  
\$186.25 | Online | Friday**

59710 8/16 - 12/10 (136 online hours)  
8/27 - 12/3 9AM - 12PM (Professional Fridays - every other Friday on campus, 24 hours)

This course covers the basic hardware of a personal computer, including installation, operations and interactions with software. Topics include component identification, memory-system, peripheral installation and configuration, preventive maintenance, hardware diagnostics/repair, installation and optimization of system software, commercial programs, system configuration, and device-drivers. Upon completion, students should be able to select appropriate computer equipment and software, upgrade/maintain existing equipment and software, and troubleshoot/repair non-functioning personal computers. This course provides advanced knowledge and competencies in hardware and operating system technologies for computer technicians to support personal computers. Emphasis is placed on: configuring and upgrading; diagnosis and troubleshooting; as well as preventive maintenance of hardware and system software. Upon completion, students should be able to install, configure, diagnose, perform preventive maintenance, and maintain basic networking on personal computers.

**IT Academy- Cisco Certification (Hybrid)  
\$186.25 | Online | Friday**

59713 8/16 - 3/3/22 (204 online hours)  
8/20 - 3/3/22 9AM - 12PM (Professional Fridays - every other Friday on campus, 36 hours)

This course introduces the networking field. Emphasis is placed on network terminology and protocols, local-area networks, wide-area networks, OSI model, cabling, router programming, Ethernet, IP addressing, and network standards. Upon completion, students should be able to perform tasks related to networking mathematics, terminology, and models, media, Ethernet, subnetting, and TCP/IP Protocols. This course focuses on initial router configuration, router software management, routing protocol configuration, TCP/IP, and access control lists (ACLs). Emphasis will be placed on the fundamentals of router configuration, managing router software, routing protocol, and access lists. Upon completion, students should have an understanding of routers and their role in WANs, router configuration, routing protocols, TCP/IP, troubleshooting, and ACLs.

For course information and software requirements, visit [www.ed2go.com/nashcc](http://www.ed2go.com/nashcc). To register contact 252-451-8216, or [coned@nashcc.edu](mailto:coned@nashcc.edu).

**Blockchain Fundamentals | \$75 | Online**

Learn how blockchain is used for secure, real-time transactions through mining, minting, and algorithms that determine consensus.

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

**Blogging and Podcasting for Beginners  
\$75 | Online**

This course will teach you how to successfully plan and create your very own blog and podcast using hands-on exercises and free web tools like Blogger, WordPress, Audacity, and YouTube.

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

**Creating WordPress Websites | \$75 | Online**

Learn how to create attractive, sophisticated blogs and websites—without any coding!

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

**Introduction to Programming | \$75| Online**

Learn to use Just BASIC, a free Windows programming language, to create stand-alone applications for professional or personal use.

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

**Artificial Intelligence - Introduction | \$75 | Online**

Gain a foundational knowledge of the science behind creating computer systems that can perform tasks typically requiring human intelligence in this introductory artificial intelligence (AI) course.

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

### **CompTIA Security+ Certification Prep 1 \$75 | Online**

This course covers the key terminology and concepts you need to know to ace the exam, all in a condensed format for rapid reading.

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

The course provides helpful study tools including games and practice questions to aid with learning. All of the content is geared toward helping you pass the SY0-501 exam.

### **CompTIA Networking + Certification Prep \$75 | Online**

Learn about the OSI seven-layer model, protocol suites, modern network operating systems, network hardware, cabling standards, remote connectivity, Internet connections, cloud computing, network security, network troubleshooting, and more.

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

### **QuickBooks - Introduction | \$75 | Online**

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

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

### **QuickBooks - Intermediate | \$75 | Online**

Learn how to manage multiple company files, export, and import list data from one file to another, and make journal entries. If your business handles inventory, you will learn how to enter price levels and track discounts and credits. You will even learn how to track mileage on vehicles you use in your business.

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

## **English as a Second Language (ESL)**

For new students, orientation will be offered on Wednesday evenings. Please bring identification if you have it.

Orientation will start at 5 PM in the Continuing Education Building, Room 8120, located on the first floor. Students will be served on a first-come, first-serve basis. These classes are offered to individuals who want to improve their verbal, reading, and written English skills. Classes are offered on beginner, intermediate and advanced levels. ESL classes are offered at no cost to students.

El registro y orientación para nuevos estudiantes se ofrecerá a las 5 PM de la tarde en los Miércoles en el primer piso del nuevo edificio de Educación Continua, en Nash Community College en el salón 8120. En la sección de Orientación se atenderán a las primeras personas que lleguen. Estas clases de Segundo idioma son ideales para todas aquellas personas que desean aprender o mejorar sus habilidades de comunicación tanto verbal, como escrita en inglés. Estas clases se ofrecen de forma gratuita en diferentes niveles: Básico, Intermedio Multinivel, Avanzado y de Transición

For more information, visit [www.nashcc.edu/ccr](http://www.nashcc.edu/ccr) or call 252-451-8229. Llame para más información de las clases de ESL.

### **ESL Beginner / Clases De Inglés Básico**

Tuesday & Thursday | 7 PM - 9 PM  
Nash Community College

### **ESL Intermediate/ Clases De Inglés Intermedio**

Tuesday & Thursday | 7 PM - 9 PM  
Nash Community College

### **ESL Conversation/Clases De Conversacion**

Monday - Thursday | 8:30 AM - 9:30 AM  
Nash Community College

### **ESL Beginner Morning/ Clases De Inglés Básico**

Monday - Thursday | 11 AM - 1 PM  
Nash Community College

### **ESL Intermediate Morning/ Clases De Inglés Intermedio**

Monday - Thursday | 11 AM - 1 PM  
Nash Community College

### **El Transitional / Clase De Transición**

Wednesday | 6:30 PM - 9 PM  
Nash Community College

### **ESL Off-Site/Community Center Classes**

**ESL Beginner / Clases De Inglés Básico**  
Tuesday/Wednesday/Thursday | 9 AM - 12 PM  
Spaulding Family Resource Center, Spring Hope

### ESL Intermediate/Clases De Inglés Intermedio

M/F | 9 AM - 12 PM

Family Resource Center, Bailey

### Burlington English

CCR is now offering Burlington English online. Practice from home or on campus. CCR se ofrecerá la programa Burlington English para practicar inglés en computadora o celular.

## Foreign Language

### Conversational Spanish \$75 | Wednesday | CE 8117

This is an introductory level non-college credit course designed to meet the basic conversational needs of individuals with little or no previous Spanish instruction. This class will include online activities to practice new vocabulary daily. No prerequisites required.

57163 02/10-3/31 6 PM - 9 PM

### Spanish In The Classroom | \$75 | Online

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

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

### Speed Spanish | \$75 | Online

Learn six easy recipes to glue Spanish words together into sentences, and you'll be engaging in conversational Spanish in no time.

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

### Speed Spanish II | \$75 | Online

This course is a follow-up to our popular Speed Spanish course. Several new recipes help you continue building fluency.

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

### Speed Spanish III | \$75 | Online

Master your ability to speak, understand, and read Spanish by taking the final installment in our unique three-part Speed Spanish learning series.

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

## Fire Services

### Fire and Rescue Training (ongoing)

Please visit [www.nashcc.edu/fire](http://www.nashcc.edu/fire) to view the monthly calendar of fire and rescue training. You may also visit us on Facebook at [www.facebook.com/nccfireandems](http://www.facebook.com/nccfireandems).

### Firefighter Training Academy

The NCC Firefighter Training Academy's mission is to instill discipline, character, professionalism, teamwork, integrity, credibility, knowledge, skills, and the physical/mental ability to perform the job of a professional firefighter in a safe and effective manner. This 18-week academy is well known throughout the state for producing well-trained and employable graduates.

Our next academy is scheduled to begin August 2021.

#### Prerequisites:

High School Diploma or HSE  
Medical Screening  
Career Readiness Certificate

**Total Cost:** If you are a member of a volunteer fire or rescue department, the cost is approximately \$600. If unaffiliated with one of these organizations, the cost is approximately \$1200. Scholarship opportunities may be available for qualified applicants in need.

Application packages must be turned in 45 days prior to the start of each academy. Do Not Delay. If an academy fills up, registration could end early.

For more information, visit [www.nashcc.edu/fire](http://www.nashcc.edu/fire) or contact [japarks297@nashcc.edu](mailto:japarks297@nashcc.edu), 252-451-8480.

## Health Services

### ACLS / PALS / BLS Trio \$94 | Saturday & Sunday Continuing Education Building, Room 8112

9/25 - 9/26 9 AM - 6 PM

This is a two-day course and is appropriate for those who are ALS professionals in need of initial certification. Course is taught to American Heart Association standards and certification will be issued accordingly. Card fees included in registration. Preregistration is required.

### ACLS / PALS / BLS Trio - Recertification \$94 | Saturday Continuing Education Building, Room 8112

9/25 9 AM - 6 PM

This one-day course is for current ALS professionals needing to renew their American Heart Association ACLS, PALS, and

BLS certifications. Students failing to successfully complete the skills and/or written testing will be given the option to attend the second day to complete remediation. Preregistration is required. Card fees included in registration.

For more information email [Incarpenter329@nashcc.edu](mailto:Incarpenter329@nashcc.edu) or call 252-451-8412.

**Basic Life Support (BLS) Healthcare Provider CPR \$40 | Saturday Continuing Education Building, Room 8246**

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

9/18 8 AM - 1 PM  
 10/9 8 AM - 1 PM  
 11/13 8 AM - 1 PM

Textbook is required and may be purchased Monday - Friday in the Campus Store. CPR course completion cards will be issued to participants within two weeks of the class ending via email. Cards are not issued the same day and a valid email address will be required.

For more information email [ofmoss331@nashcc.edu](mailto:ofmoss331@nashcc.edu) or call 252-451-8355.

**Emergency Dispatch Academy \$186.25 | Tuesday & Thursday Continuing Education Building, Room 8222**

This academy is designed to train entry-level dispatchers interested in a career in a 911 center or for those who have been recently hired. The course does require students to successfully complete a reading comprehension placement test demonstrating a level of 11th grade or higher.

8/31 - 12/16 6 PM - 10 PM

Students will participate in 24 hours of clinical time with a Telecommunication agency. Successful completion of this clinical time is required. To be eligible for clinical time, students must present a valid driver's license, complete a background check, and submit to fingerprinting. The cost incurred for these requirements will be the responsibility of the student. All items are required to be submitted to the 911 agency the student will be assigned to by week three of class for their review and approval. For more information, please contact Larry Carpenter at 252-451-8412 or [Incarpenter329@nashcc.edu](mailto:Incarpenter329@nashcc.edu)

**EKG Technician| \$202.25 | Tuesday & Thursday Continuing Education Building, Room 8246**

9/7 - 11/18 6 PM - 10 PM

This course is designed and approved to prepare the student to become a certified EKG (ECG) and Technician/Monitor. The electrocardiogram is a noninvasive test that is used to

reflect underlying heart conditions by measuring the electrical activity of the heart. This comprehensive 75 hour EKG Technician Certification Course prepares students to function as EKG Technicians and to take the National Health Careers Association Electrocardiograph (EKG) Technician exam. Reading placement testing scores of 10th grade or higher are required. National Health Careers Association Exam does carry an additional fee.

For more information, please contact Larry Carpenter at 252-451-8412 or [Incarpenter329@nashcc.edu](mailto:Incarpenter329@nashcc.edu)

**EMT Initial | \$202.25 | Blended| Tuesday/Thursday (One Saturday and Sunday / month\*) Continuing Education Building, Room 8105**

Reading placement test (minimum 11th-grade level) is required. A copy of high school diploma/HSE is requested. Access to a computer and internet is required.

9/7 - 2/3 T/Th 7 PM - 10 PM | 9 AM - 6 PM\*

**Advanced EMT | \$202.25 | Blended Tuesday & Thursday 1 Saturday and Sunday/month\* Continuing Education Building, Room 8103**

Students will complete EMS ride time and clinical time outside of class hours. Placement testing for math and reading, high school diploma/GED and EMT certification are required to register.

8/31 - 12/16 7 PM - 10 PM | 9 AM - 6 PM\*

**EMT ConEd | \$75 | Online**

58423 8/1 - 8/31 NCCR Topics  
 11/1 - 11/30 NCCR Topics

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

**PARAMEDIC CONED. | \$75 | Online**

58423 8/1 – 8/20 Operations  
 9/1 – 9/20 Medical  
 10/1 – 10/20 Airway, Ventilation  
 11/1 – 11/20 Medical OB & Neonate

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

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

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



58421 8/9 - 5/21 9 AM - 5 PM

58422 8/10 - 5/21 9 AM - 5 PM

Registration requirements: provide a copy of high school diploma/ GED or transcript, copy of EMT Certification, and placement test scores.

Corequisite: Anatomy & Physiology. Additional fees required when a student begins to ride time/clinicals.

**Explore a Career as a Clinical Medical Assistant \$75 | Online**

Learn the different types of medical records and how to enhance the overall patient experience. Get an introduction to charting patient complaints, creating progress notes, and collecting medical history.

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

**Explore a Career: Administrative Medical Assistant \$75 | Online**

Learn about the in-demand career of medical information management. Explore the job of an Administrative Medical Assistant (AMA) in a doctor's office from appointment scheduling and chart creation to medical billing and coding.

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

**Explore A Career: Medical Coding\*| \$75 | Online**

Use the Current Procedural Terminology (CPT) manual and the ICD-10-CM to find medical codes for any disease, condition, treatment, or surgical procedure. Textbook required.

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

**Explore a Career in Medical Transcription\* \$75 | Online**

Learn how to transcribe the most common medical reports used in both inpatient and outpatient settings. Prepare to work in the medical field (doctor's offices, clinics, and hospitals).

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

**Medical Terminology II: A Focus On Human Disease\* \$75 | Online**

This course teaches medical terminology from an anatomical approach. Root terms are divided by each body system. The origin, a combined form, and an example of non-medical everyday usage are provided for each root term. Word Associations are provided as a learning tool.

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

\*For software requirements and course information for Explore a Career Courses, Medical Transcription, and Medical Terminology visit [www.ed2go.com/nashcc](http://www.ed2go.com/nashcc). To register contact 252-451-8216 or [coned@nashcc.edu](mailto:coned@nashcc.edu).

**Medical Assisting Exam Review | \$130 | Online**

59699 8/16 - 11/6

This course is designed to assist working medical assistants in preparing for a national certification examination in Medical Assisting. The course includes a review of anatomy, medical terminology, psychology, ethics, and pharmacology, as well as clinical and administrative aspects of medical assisting. The course consists of twelve week sessions which are offered online for working adults. Internet access is required to complete online homework and is available in the College library and most public libraries. Upon completion, students should be prepared to sit for one of the national certification exams listed below. Completion of this course does not guarantee a successful outcome of the national exam.

Participants should make sure they are eligible for one of the following Medical Assisting certification exams prior to registration: CMA(AAMA) [www.aama-ntl.org](http://www.aama-ntl.org), RMA(AMT) [www.americanmedtech.org](http://www.americanmedtech.org), NCMA(NCCT) [www.nctinc.com](http://www.nctinc.com), or CCMA(NHA) [www.nhanow.com](http://www.nhanow.com). Please contact Amber Greer 252-451-8333 or [aagreer137@nashcc.edu](mailto:aagreer137@nashcc.edu) with questions.

**NURSE AIDE/NURSING ASSISTANT (CNA) REGISTRATION INFORMATION:**

Upon successful completion, students are eligible to apply for the National Nurse Aide Assessment Program (NNAAP or NACES) examination. NACES test fee is \$140.00.

Registration Information:

Placement Tests Required: TABE Reading & Math placement tests are required. Placement tests are waived for students who have any of the following:

Completed and passed

- English 111
- Math 050
- Grade transcript required

Have a Silver or Gold CRC Career Readiness Certification within 2 years (copy of certificate required)

Have a 2-year or 4-year degree (transcript required).

"Checklist Of Requirements" will be completed by a member of the continuing education staff. Students may view the checklist at [www.nashcc.edu/nurseaide](http://www.nashcc.edu/nurseaide) or email [sswinstead734@nashcc.edu](mailto:sswinstead734@nashcc.edu).

Registration is open until the class fills up.

**Nurse Aide Level I - Blended**  
**\$186.25 | Tuesday and Thursday\***  
**Saturday and Sunday\*\*\***

Upon successful completion of this course, students are eligible to apply for the National Nurse Aide Assessment Program (NNAAP or NACES) examination. NACES test fee is \$140.00. Classes will be held in Building D, Room 4129.

56991	8/24 - 11/23	8 AM - 12 PM*
59692	8/24 - 11/23	6 PM - 10 PM*
59693	8/21 - 11/6	8 AM - 1 PM***
		7 AM - 12:00 Noon (clinical)

**Nurse Aide Level II Traditional**  
**\$186.25 | Monday, Tuesday, Wednesday**

The course prepares graduates to perform more complex nursing skills for patients or residents regardless of the setting. Skills competency evaluation is ongoing throughout the course. Classes will be held in Building D, Room 4121.

59697	8/23 - 11/23	6 PM - 10 PM
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**Nurse Aide Level II - Hybrid Class**  
**\$186.25 | Saturday and Sunday**

Nurse Aide II Hybrid is an accelerated course that allows students to complete the Nurse Aide II course with fewer hours on campus than the traditional course. Hybrid indicates the lecture (theory) portion of the class is Online. Skills practice (lab) and clinical training will be on campus or at a designated health care facility. The course prepares graduates to perform more complex skills for patients or residents regardless of the setting. Skills competency evaluation is ongoing throughout the course. Classes will be held in Building D, Room 4121.

59698	8/21 - 10/24	8 AM - 1:00 PM
		8 AM - 4:30 PM (clinical)

Nurse Aide Level II Requirement: Copy of high school diploma or HSE, verification of successful completion of an approved Nurse Aide Level I program, and a current listing on the NC Nurse Aide I Registry with no substantiated finding of resident abuse, resident neglect, or misappropriation of resident property. Upon successful completion of the course, the graduate is eligible to apply for listing as a Nurse Aide II with the NC Board of Nursing. NC Board of Nursing listing fee is \$24.00 and is due upon completion of the course.

Registration for all Nurse Aide/Nursing Assistant courses

should be completed in the Continuing Education Building, Room 8232. Courses remain open until filled.

For more information visit [www.nashcc.edu/nurseaide](http://www.nashcc.edu/nurseaide), or call 252-451-8216, 252-451-8378.

**Human Resources Development (HRD)**

HRD classes are at no cost for adults who are unemployed, underemployed, and seeking employment. Pre Registration is required by calling the class location at least two business days prior to the start date of class.

**Basic Computer Skills | Monday - Thursday**  
**Braswell Memorial Library | 10 AM - 12 PM**

Learn basic computer functions such as using file folders, keywords, the mouse, windows desktop, and word processing. Classes will be held at Braswell Memorial Library, contact phone number is 252-442-1951.

59596	8/23 - 9/27
59597	10/4 - 11/4
59598	11/15 - 12/14

**BASIC COMPUTER SKILLS & KEYBOARDING |**  
**Tuesday - Thursday | Nash County Senior Center**

Students will gain basic computer skills, learn computer terminology and develop keyboarding skills.

59666	8/17 - 9/16	9 AM - 12 PM
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**Career Bootcamp | Monday - Friday**  
**9 AM - 3:30 PM | Peacemakers**

In this course you will learn basic employability skills including stress management and self-motivation skills; effective goal setting and time management skills; communication; problem-solving; resume building and interviewing skills. Develop good work habits that enable ongoing career success. Classes will be held at PeaceMakers, contact phone number is 252-212-5044.

59604	8/23 - 8/27
59605	9/13 - 9/17
59606	9/27 - 10/1
59607	10/11 - 10/15
59608	10/25 - 10/29
59609	11/01 - 11/05
59610	11/15 - 11/19

**Online Ed2Go Classes**

For more information, go to [www.ed2go.com/nashcc](http://www.ed2go.com/nashcc) or call: 252-428-7365.

**Cost:** \$75.00 or more depending on course | **Start Dates:** 8/18, 9/15, 10/13, 11/17, 12/15

**REGISTER AND PAY**

- |  |  |
|--|--|
| 1. Search for the course at <a href="http://www.ed2go.com/nashcc">www.ed2go.com/nashcc</a> | 5. Click "Checkout" no payment information will be collected |
| 2. Select your online course   | 6. At the bottom of the page, click "Enter Classroom"        |
| 3. Click "Add to Cart" and complete steps to enter the class                               | 7. Complete the Continuing Education Registration Form       |
| 4. Click "Continue to Checkout"  | 8. Pay and register at least 2 days prior to the start date  |

56911 11/29 - 12/3

**Document Prep for the Job Search  
Tuesday - Thursday | Nash County Senior Center**

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

59669 9/28 - 10/29 1 PM - 4 PM  
59670 11/8 - 12/16 9 AM - 12 PM

**Direct Care Worker | Monday - Thursday  
9 AM - 1 PM | Peacemakers**

This is a non-nurse aide (this means an aide who is not listed on the Nurse Aide Registry) but may be providing personal care to clients with limited assistance in home care and in other settings where the Nurse Aide I listing is not required. Topics include personal care tasks, coping skills, communication skills, infection control, safety issues, home management, and soft skill development. Classes will be held at PeaceMakers, contact phone number is 252-212-5044.

59601 9/20 - 10/13  
59602 11/8 - 12/9

**Human Services Exploration: DSS Caseworker**

Designed by the Division of Social Service (DSS) this course provides employability skills training and career exploration for the role of Income Maintenance Caseworker in DSS agencies. Topics will include basic computer skills & keyboarding, workplace success skills, customer service skills, DSS and NC FAST terminology, and navigation skills in the NCFAST software system. This course is linked to Income Maintenance Caseworker - NC FAST and must utilize the state-approved curriculum.

59589 8/16 - 9/26 Online  
59588 8/16 - 10/11 6 pm - 9 pm  
Continuing Education Building, Room 8244  
59591 9/13 - 10/24 Online  
59592 10/4 - 11/14 Online  
59587 10/11 - 12/15 6 pm - 9 pm  
Continuing Education Building, Room 8244  
59593 11/1 - 12/12 Online

**Introduction to Direct Care Worker | Monday - Thursday | 9 AM - 1 PM | Peacemakers**

In this course, students will be introduced to the information and skills necessary to perform personal health care services to individuals in a variety of settings. Classes will be held at Peacemakers, contact phone number is 252-212-5044.

59599 9/13 - 9/16  
59600 11/8 - 12/9

**Internet and email for the World Of Work| Tuesday - Thursday | Nash County Senior Center**

Gain the skills needed for researching job, government, and educational information. Course content includes the benefits and risks of the internet; navigating and using the information found for work related documents; creating and using email accounts and electronic communication such as blogs, instant messaging, video web conferencing, and social media.

59667 8/17 - 9/16 1 PM - 4 PM  
59668 9/28 - 10/20 9 AM - 12 PM

**Microsoft IT Academy Certification  
Tuesday - Thursday | Nash County Senior Center**

Develop a fundamental understanding of computers. From using the Internet to sending emails or creating resumes, the Digital Literacy Curriculum helps you develop the essential skills you need to begin computing with confidence. Topics include computer basics, word processing, spreadsheets, presentation programs and databases, Internet use, computer security and privacy, and digital audio, video and photography.

59671 11/9 - 12/16 1 pm - 4 pm

**Law Enforcement Training Classes**

**Basic Law Enforcement Training | DAY Academy  
This session begins on August 16, 2021**

Individuals interested in applying for the Day BLET Academy are advised to schedule an interview to complete all required paperwork and testing. Printed packets are available for pick up in Room # 8220 of the Continuing Education Building.

Deadline for all paperwork is August 6, 2021

**Day Academy | Monday - Friday | 7 AM - 5 PM**

Training may include a limited number of evening hours.

Please contact Director Tim Mehus at 252-451-8489 for a registration packet and to schedule an interview.

**IN-SERVICE LAW ENFORCEMENT**

Contact Director Jim Thomas at [jthomas348@nashcc.edu](mailto:jthomas348@nashcc.edu) or

Choose a Degree, Diploma, or Certificate  
from over 99 academic programs.

[WWW.NASHCC.EDU/ACADEMICS](http://WWW.NASHCC.EDU/ACADEMICS)

252-451-8450 or Lead Coordinator Wayne Lamm at wdlamm231@nashcc.edu or 252-451-8272 for more information.

## Brewing Classes

### 360 Beer Brewing Basics | \$76.25 | Saturday Business & Industry Center, Room 1159A & Rocky Mount Mills | \*Must be 21 to register

The brewing industry continues to grow in North Carolina, as well as the need for entry-level brewers. In this introductory course, students will learn hands-on brewing techniques essential for professional or personal brewing. Non-slip, closed-toe shoes and long pants are required.

59639 9/11 - 10/16 1 PM - 4 PM  
1PM - 7 PM alternate weeks

## Cooking Classes

What To Expect: Great cooking isn't about recipes—it's about techniques. In our classes students work together in a fun, hands-on environment led by Nash's Chef Instructor, Frank Bookhardt.

Classes are 3 hours, with instruction, presentation, cooking, and clean-up. Students will be standing, cooking, and working for most of the class. Wear comfortable, closed-toe shoes and pull long hair back. Students will enjoy a generous taste of every dish. Bring carry-home food containers.

Be advised classes take place in a culinary kitchen, where food allergen ingredients are used.

### Classic Cuisines of The Americas \$76.25 | Thursday

This 4-part series will look at some cuisines from American regions. Learn how to cook foods from around the country, and more importantly why people eat what they eat in our great country. Each class will be dedicated to a region to include Floribbean cuisine, Southern cuisine, Tex-Mex cuisine, and Hawaiian cuisine.

59620 9/16 - 10/7 6 PM - 9 PM

### Classic Cuisines of Europe | \$76.25 Thursday

This 4-part series will look at some dishes from Western European culture. Learn not only how to make some classical preparations, but the history behind the regional dishes as well. Each class will be dedicated to a specific region's cuisine to include French, Spain, Italian, and German.

59621 10/14 - 11/4 6 PM - 9 PM

### Culinary Boot Camp \$76.25 | Tuesday/Thursday

Whether just learning how to cook, or just in need of a tune up, come join us for this fabulous fall culinary boot camp. With personal feedback and assistance from Chef Frank, stu-

dents will acquire a compendium of skills that will take their culinary expertise to the next level. Students need to bring a chef's knife, paring knife, and carry-home food containers.

59614 8/17 - 9/9 Tue & Thur 6 PM - 9 PM  
59615 9/14 - 11/2 Tues 6 PM - 9 PM

**Week 1: Knife Skills:** Learn proper techniques for safe and efficient handling of a knife in the kitchen. Students will learn how to select and care for knives, as well as numerous cutting techniques. You'll reimagine knife uses in the kitchen and learn cuts that save time.

**Week 2: Stocks & Sauces:** Sauces add flavor! Learn the five mother sauces every cook should know and how, with a few simple ingredients and techniques, these five sauces can become a myriad of other sauces.

**Week 3: Cooking Methods:** Learn the basics of dry and moist heat cookery. Cooking methods discussed may include roasting, broiling, grilling, sautéing, simmering, poaching, steaming, and flambé.

**Week 4: Proteins:** Learn how different cooking methods affect proteins. We'll also look into wild game, poultry, fish, and how to use them in meals.

**Week 5: Vegetables:** Add healthy nutrition to your plate with vegetables. Learn how to pick and store vegetables, as well as discover new ways to use vegetables in cooking.

**Week 6: Garde' Manger:** Learn how to cure bacon, make sausage, and prepare meats for curing and smoking.

**Week 7: Appetizers:** In this class, the meats cured in Garde' Manger will be utilized to make delicious appetizers and canapés.

**Week 8: Breads:** Learn the difference between yeast breads and quick breads and make your own Italian bread.

Culinary Boot Camp (Advanced) | \$76.25 | Tuesday & Thursday

**Prerequisite:** Culinary Boot Camp. With personal feedback and assistance from Chef Frank, this 8-week course will provide several new and advanced concepts in the kitchen. Bring a chef's knife, paring knife, and carry-home food containers. Wear close-fitting clothes, closed-toe shoes, and hair pulled back.

59616 11/16 - 12/14 6 PM - 9 PM

**Week 1: Knife Skills-Refresher:** This time we will look at the speed and accuracy of utilizing knife skills learned in the previous boot camp. We will also look at plating techniques.

**Week 2: Starches:** In this class, we will learn how to make proper rice dishes and look at several interesting potato dishes that will help elevate your meals.

**Week 3: Pie Crust:** We will look at several different crusts, and use them to make dessert pies as well as hand pies and quiches.

**Week 4: Condiments and Spices:** This class we will learn to make spice blends, garlic aioli, mustards, and ketchup.

**Week 5: Terrines, Pate, and Rillettes:** We will look at some classic culinary applications, and how to prepare rillettes, pate', and make a terrine.

**Week 6: Chicken Production:** This class we will practice

breaking down a chicken into its components, and several recipes that showcase the most versatile of birds.

**Week 7:** Pasta by Hand: Learn how to make pasta from scratch and some quick sauces to accompany them.

**Week 8:** Choux Pastry: Learn how to make this versatile dough.

We will make our very own cream puffs and éclairs.

**Pizza Master | \$60 | Monday & Tuesday**

59623 11/8 & 11/9 6 PM - 9 PM

This 2-day class is a great primer for making great pizzas. The secret? Great dough. Chef Frank will talk about the history of this most famous dish and go over some different types of pizzas. Students will first make dough and sauce for the pizzas, then on the second night they'll prep and cook pizzas in Nash's wood-fired oven.

**Crafts Classes**

**Knitting/ Crocheting | \$50 | Monday  
Continuing Education Building, Room 8160**

Students of all levels will knit or crochet, read patterns, and become familiar with various types of yarns, needles, and hooks as they gain experience and enjoy creating personal projects, or those offered by the Instructor. Supplies not included.

59656 9/13 - 11/29 1 PM - 4 PM

**Stained Glass | \$75 | Thursday  
Continuing Education Building, Room 8265**

Students will receive instruction in the art of crafting stained glass objects while learning to draft patterns, cut glass, and grind/ solder the glass together. Additional topics include safety and stained glass tools. Students will complete a project(s) in class. Supplies not included.

59477 8/12 - 11/18 6:30 PM - 9 PM

**Fitness Classes**

**Yoga - Hybrid | Concurrent with PED-122  
\$65 | Tuesday  
Continuing Education Building, Room 8154**

This course is great for those who are new to yoga, as well as intermediate or advanced participants. Students will be introduced to the basic principles of yoga, proper breathing, relaxation techniques, and correct yoga positions. Bring a yoga mat, towel, and water bottle.

59613 8/17 - 12/7 5:30 PM – 6:30 PM

**Photography Classes**

**Discover Digital Photography | \$75 Online  
Wednesday/Friday**

This course is designed for the novice photographer. Learn DSLRs to smartphone cameras and what different equipment is used for. Topics include display methods, sizing, print options, online storage, and how social media factors into digital photography. After completing the course, you will understand how the process of composing photos has changed with the evolving capabilities of digital photography.

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

**Mastering Your Digital SLR Camera | \$75 | Online  
Wednesday/Friday**

Take control of your digital SLR camera. Learn about the many features and controls of your DSLR and lenses you need for the kind of photography you enjoy. Learn about metering, exposure compensation, managing aperture, shutter speed, and ISO. By the end of the course, you will be a DSLR master and will be able to take the photos you've always dreamed of.

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

**Secrets of Better Photography | \$75 | Online  
Wednesday/Friday**

This hands-on course will teach you how to choose the right photographic equipment to compose images with style. You can take your camera out of auto mode after learning about lighting, motion, aperture, shutter speed, and ISO settings. Explore common photography topics, including portraiture, children's photography, pet photography, and digital editing.

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

**Photoshop Elements for the Digital Photographer  
\$75 Online | Wednesday/Friday**

Bring out the best in your photos! Learn how to use Adobe Photoshop Elements to do everything from quick fixes to detailed enhancements. Master techniques for editing images, fixing flaws, enhancing the final product, creating simple art projects, preparing images for online use, and organizing your images.

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

Classes will be held in the Continuing Education Building, Room 8192.

## Self Defense Classes

### **NC Concealed Carry Handgun Course \$65 | Saturday**

This 8-hour course consists of four hours of classroom instruction and four hours of range handgun classes by a certified firearms instructor. Topics include handgun safety, shooting fundamentals and practice, ammunition, how to select and store a firearm, and NC laws concerning carrying a concealed handgun. Register early! Only eight slots are available in each class. Registration deadline is 12:00 noon on Monday prior to the start date. Eye and ear protection provided or students may bring their own.

59629	9/18	8 AM - 5 PM
59630	10/16	8 AM - 5 PM
59634	11/13	8 AM - 5 PM
59635	12/11	8 AM - 5 PM

### **Enhance Your Handgun Skills | \$45 | Saturday**

This four-hour course is taught by a certified firearms instructor in NCC's indoor firing range. Students will gain improved handgun safety and will practice timed-shooting, multiple shooting, and moving target shooting exercises.

59636	11/6	8 AM - 12 PM
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\*Required at registration: a card copy of either a concealed carry permit or NRA Basic Pistol course. Registration deadline: 12:00 noon on Monday prior to the start date. Eye and ear protection provided.

\*Required for class: Students must bring their own handgun, holster, and 50+ rounds of ammo.

## Professional Training Classes

### **COSMETOLOGY INSTRUCTOR TRAINING PART I | \$186.25| Monday, Tuesday, Wednesday**

58100	8/16 – 1/31	MTW	8 am – 5 pm	J 116
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This course is designed to prepare Cosmetologists to become educators in the field of cosmetic arts. Students will learn to prepare lesson plans, class lectures and presentations, instruct practical skills and will prepare for the State Board exam. Required Documentation at Registration: 1. Current Cosmetology License 2. Valid Driver's License 3. Social Security Card

### **Manicurist \$186.25| Monday, Tuesday, Wednesday Cosmetology Building , Room J117**

56890	8/16 - 3/22	5 PM - 9 PM
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This 330-hr program prepares the manicurist student to sit for the NC Board of Cosmetic Arts exam. Coursework includes

the instruction and clinical practice in manicures, acrylic nails and pedicures.

### **Natural Hair Care Specialist \$186.25 | Monday, Tuesday, Wednesday Cosmetology Building, Room J117**

This course provides instruction and clinical practice in natural hair care. The course content includes sanitation, bacteriology, disinfection, first aid, shampooing, draping, anatomy, disorders of the hair and scalp, and client consultation.

58090	8/16 - 12/14	12 PM – 7 PM
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Students will learn the following natural hair care techniques: twisting, wrapping, extending, locking, blow-dry, and thermal iron. Natural hair care students must complete required hours in an approved program before applying to the State Board of Cosmetic Arts for examination.

### **Notary Public Training | \$75**

This class is required for individuals seeking a North Carolina Commission for Notary Public. Gain knowledge in general powers and limitations as well as attestation, certification, proof of execution, and other related duties. Must be 18+ years old, have a high school/HSE diploma, an NC resident, US citizen and have a valid State or Federal picture ID, no felony conviction, no conviction of corruption, malpractice or impeachment.

### **Monday & Tuesday Continuing Education Building, Room 8123**

57033	8/23 - 8/24	6 PM - 9:30 PM
57037	10/18 - 10/19	6 PM - 9:30 PM
57039	11/22 - 11/23	6 PM - 9:30 PM

### **Friday | Continuing Education Building, Room 8123**

57034	9/10	8:30 AM - 4:30 PM
57035	9/24	8:30 AM - 4:30 PM
57036	10/8	8:30 AM - 4:30 PM
57038	11/12	8:30 AM - 4:30 PM
57040	12/10	8:30 AM - 4:30 PM

Warning: A counterfeit Notary Manual is being sold online. You may purchase the NC Secretary of State's authorized edition online at the UNC School of Government or in person at the NCC Campus Store.

### **Pharmacy Technician (Blended) \$186.25 | Monday & Wednesday Continuing Education Building, Room 8253**

This course is designed to provide instruction in the technical procedures for preparing and dispensing drugs in the hospital and retail setting under the supervision of a registered pharmacist. Upon completion, students should be able to perform basic supervised dispensing techniques in a variety of pharmacy settings and be familiar with the content of the Pharmacy Technician National Certification Exam. Textbook required.

58089 8/16 - 12/6 6 PM - 9 PM

**Phlebotomy|Concurrent with PBT 100  
\$331.25 | Monday, Wednesday, Friday  
Building B, Room 2115**

This course provides theory and clinical experiences needed for the proper collection of blood and other specimens used for diagnostic testing. Course work includes proper specimen collection and handling, communication skills, and legal issues related to health care. Visit [www.nashcc.edu/academics](http://www.nashcc.edu/academics).

59463 8/16 - 10/8 8:30 AM - 12:30 PM (class only)  
10/13 - 12/14 Clinicals (time varies)  
10/14 - 12/14 TH 3 PM - 5 PM (clinical perspectives)

**SERVSAFE® Certification | \$75 | Monday  
Continuing Education Building, Room 8261**

This course includes the ServSafe® Certification exam and is designed to cover the basic safe food handling procedures for restaurant and foodservice employees. Recommended: ServSafe textbook. Required: Test scantron sheet (included with textbook), available in the Campus Store.

59625 9/13 & 9/20 9 AM - 5 PM  
59626 10/18 & 10/25 9 AM - 5 PM

Pre-register & prepay four (4) business days prior to the start date.

**SERVSAFE® Recertification\* | \$65  
Friday & Saturday  
Continuing Education Building, Room 8160**

This course provides a condensed review prior to administering the test. Students are encouraged to study the ServSafe textbook prior to class. The test scantron sheet is included in the registration fee.

59627 12/3 & 12/4 9AM - 12PM

Pre-register & prepay four (4) business days prior to the start date.

**VETERINARY ASSISTANT (Blended) |\$186.25  
Monday & Wednesday | Building D, Room 4230**

This class is designed for individuals who want to work at a veterinary hospital and those who are already employed in positions in which they provide care for animals. Students will learn about the necessary aspects of veterinary assisting, including anatomy, basic grooming, animal restraint, laboratory sample collection vaccine protocols, prescription preparation, and taking radiographs. Textbook required.

58088 8/16 - 12/6 6 PM - 9 PM  
Small business seminars and confidential counseling are at no charge. View the full current seminar schedule, register for seminars, or request business counseling by visiting [www.nashcc.edu/sbc](http://www.nashcc.edu/sbc) and see the links on the right side of the page. For more information call 252-451-8233 or email [tanorwood386@nashcc.edu](mailto:tanorwood386@nashcc.edu).

**Small Business Center (SBC) Seminars****7 Principles for Small Business Success**

9/9 Thursday 4PM - 6PM Webinar

In this workshop we explore principles and fundamentals followed by most of the successful people and organizations that thrive in any economic situation.

**Basics of Record Keeping and Bookkeeping**

10/19 Tuesday 12 pm - 2 pm Webinar

Gain a workable knowledge of how to properly record financial transactions for your business. Discover the three most important financial reports and how to use them to make the best-informed business decisions. Understand the importance of keeping good records. If you're a new business owner or need a refresher on the basics of accounting, this seminar is designed for you.

**Creating Small Business Customer of a Lifetime**

9/23 Thursday 4 PM - 6 PM Webinar

Research reveals that the added retention of just 5% of a business's customers can grow profit up to 75%. Research also shows that 68% of customers stop doing business with someone because of the way they were treated. This workshop explores the philosophies, principles, and fundamentals that take customers from customer service to engagement to relationship, resulting in increased customer retention and loyalty.

**Entrepreneurship Bootcamp  
Tuesday | Rocky Mount Mills Campus**

In this demanding, no-nonsense 8-week course, you gain the tools needed to thrive in the exciting world of entrepreneurship. Fred George, a serial entrepreneur with over 3 decades of experience will teach you how to put your ideas into action.

9/7 - 10/26 6 PM - 7:30PM

**Week 1: September 7, 2021:  
Think Like an Entrepreneur**

The reason that some folks seem to be able to open business after business while others are sitting on the sidelines year after year is primarily due to successful entrepreneurs having a powerful, success oriented mindset. Learn to think your way to success and to use that three pound supercomputer to overcome all obstacles. We will focus heavily on Ready – fire-aim business philosophy and action oriented strategies.

**Week 2: September 14, 2021:  
How to Choose a Business**

Choosing the correct business is vital to success. Following what you are passionate about and/or what you know can be

important, as can future growth opportunities and competitive factors. Learn how to choose a business sector as well as a niche within that market and how to spot marketing and positioning opportunities and how to exploit opportunities by attacking the smallest viable market. We will also talk briefly about the benefits and pitfalls of purchasing an existing business.

**Week 3: September 21, 2021:  
Focus is Key in Business**

A laser uses a common 110 current, the same as your toaster, and can still cut easily through flesh and bone, while the sun, with the power of 91 billion nuclear bombs per second, is nearly harmless. THAT is the power of focus. Learn to focus your energies to achieve your goals, and how peak performance can be achieved from avoiding time wasters, focusing on a goal and utilizing every advantage to seize and exploit opportunities. Focus includes focused goals and targets, as well as focusing your time through effective time management.

**Week 4: September 28, 2021:  
Start Up Money and How to Get It**

One of the reasons given by “want-repreneurs” for sitting on the sidelines is that they cannot get the money needed to get their business started. There are a myriad of successful strategies and tactics for getting your business off the ground without having lots of money. Starting small (what silicon valley calls “minimum viable product”), bootstrapping, using shoe stringing techniques to lower your initial cost, social media, crowdfunding, loans, grants, investors, etc. are all used successfully all over the USA. Learn when and how to use these sources for business funding.

**Week 5: October 5, 2021: Writing a Business Plan**

A quick and dirty business plan is always needed as it helps an entrepreneur to account for all costs, plan her time, set goals and targets, and ask others for advice. If you are seeking a loan or an investor you will most likely need a more polished business plan. Learn how and when to use the 2 basic types of business plan and work on your own business plan.

**Week 6: October 12, 2021: Get Started NOW!!**

What did you do TODAY to progress toward your goal of business ownership? What did you do last week? Last month? Are you cheating yourself and those who depend on you by failing to do enough to make your goals a reality? This lesson answers the questions: “How do I get started?” “When do I get started?” “What do I do first?” and “How much should I be doing right Now?”

**Week 7: October 19, 2021:  
Basics for Forming a Business**

No one likes paperwork, but to be in business requires some basic paperwork. In this module we will discuss the basic decisions that need to be made and tasks that must be done including: Decide on a legal structure (C Corp, S Corp, LLC, Partnership, or Sole proprietorship.) Decide on a name, register the business with the state, open a sales tax ac-

count with NCDOR, choose a location (home based, leased space, purchased space), how to negotiate a lease with an eye towards risk mitigation, benefit maximization, rate, term, option periods, lease structure and terms, and decide on your accounting system (accounting software or hire a bookkeeper), decide on an accountant, etc.

**Week 8: October 26, 2021: Putting It All Together:  
Where Do You Go From Here**

Now that you have the basics down, you need a plan and checklist to grow your business from what it is now to the business that you dream of. This week we talk about how to use all that you have learned over the last 8 weeks to continue to grow as an entrepreneur so that you grow your business.

**Facebook Shops & Marketplace**

10/7    Thur    11AM - 1PM    Webinar

If you want to be successful, you can't sit back and wait for customers to come to you – reach out to them. So where are they? Facebook.

Facebook is the largest social network in the world, with more than 1.1 billion people logging in daily to spend an average of 58.5 minutes on the platform. If you sell products online and you don't have a Facebook shop, you're missing a huge opportunity. Let me show you just how easy it is to “Sell to the World” for free. You can list items for free and find new customers directly within Facebook. You don't have to download another app or set up a new account. Reach thousands of people in your local community and increase your sales.

**Financing Your Small Business**

10/12    Tue    12PM - 2PM    Webinar

Financing continues to be a challenge for many small business owners. Questions range from, Who will give me money for my business idea and what do they need from me? to, How will this business make money and will it be enough to pay back a loan or attract an investor? Get to the heart of business financing in this seminar that answers your questions. Explore the advantages and disadvantages of the different types of funding sources including using crowdfunding platforms and how to choose the right one for your needs. Discover the keys to financing success.

**Growing Your Small Business  
at the Speed of Relationships**

9/16    Thur    4PM - 6PM    Webinar

In this workshop attendees will learn the purpose and benefits of relationship marketing and how using the principles and fundamentals of relationship marketing provides an average of 49% of total revenue from simply investing an average of 6.5 hours weekly in the practice of relationship marketing. But then again, who wants to be average?



### **Harnessing the Power of IG**

9/28 Tue 6PM - 7:30 PM Webinar

With over 500 million monthly active users on Instagram, your business has the potential to reach, engage, and build a massive community on Instagram. But where do you start? Join us for this seminar where we will cover how to build your Instagram brand, the ins and outs of Instagram, hashtags. Bring your device and be ready for some hands-on time to practice what you learn in class. Pre-req: Instagram account

### **Hiring Champion Performers for your Small Business**

9/30 Thur 4PM - 6PM Webinar

With employee engagement at an average of only 35%, coupled with the reasons why customers stop doing business with a person or company, it is imperative to hire the right people who will engage. This workshop discusses the principles and fundamentals that high engagement, low turnover organizations use. We will also discuss the principles and fundamentals of the People Powered Performance Model® that helps many high performing organizations achieve their strategies.

### **Holiday Marketing Ideas**

11/9 Tue 6PM - 7:30PM Webinar

How can your business get the most out of Small Business Saturday? Are you prepared for the holiday shoppers? This webinar will help you to market your business during the busy holiday season to ensure that your business is making sales during the holiday season.

### **How to Find Customers**

10/21 Thur 11AM - 1PM Webinar

Customers are the key to building a successful business and your online reputation is crucial for finding customers. This fast paced class teaches you where and how to find your customers. In this class you will learn how to get a free Online Reputation report. Learn which SEO keywords your competitors are using for free. We will briefly compare the more current methods of social media marketing. You will quickly learn how to find, motivate, and keep consumers coming to your business. Discover the variety of Free market research tools that will give you critical information about your industry and customers.

### **How to Start a Business**

8/26 Thur 6PM - 8PM Webinar

Are you thinking about starting your own business? Not sure what steps to take or which ones to take first? This seminar

was designed to provide basic information to individuals who are thinking about starting a business. This information includes critical ingredients for start-up success such as: feasibility studies; market demographics; funding sources; and business owner support.

### **How to Write a Business Plan**

8/19 Thur 6PM - 8PM Webinar

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.

### **LinkedIn for Business**

11/18 Thur 11AM - 1PM Webinar

Did you know that LinkedIn has surpassed Facebook as the preferred place for providing small business content? With over 550 million users you can't afford to ignore this powerful eCommerce tool.

In this seminar, you will learn how to create a compelling "Online Presence" that will attract customers to you. You will learn the five most important things to do on LinkedIn so that you can be found. We will discuss how to position yourself as an expert and how to increase your visibility on LinkedIn.

- Create a LinkedIn profile that stands out and positions you as an expert.
- How to get 500 connections and expand your network.
- How to stay in-front of your audience and position yourself as an expert in your field.
- Harnessing LinkedIn groups to grow your visibility and establish your expertise.
- Build your personal plan to quickly get results with LinkedIn in only 15 minutes, 2 days a week.
- LinkedIn can be a tremendously powerful tool to grow your small business and finally get noticed.

### **Marketing Your Business**

10/5 Tue 12PM - 2PM Webinar

Marketing for the small business is more dynamic and challenging than ever. Discover how to most effectively and efficiently use the many marketing tools available. Gain insights to understand and reach your customer, analyze your industry and business environment and differentiate between branding, advertising, and grassroots marketing techniques. Explore the components of an effective marketing plan in this comprehensive seminar.

**Rebooting Series | Webinar| Tuesday or Thursday**

8/3 - 8/10      6PM - 7PM

**Week 1:** August 3, 2021: Ways to finance my Business during and post Pandemic  
Participants will learn new strategies to fund their business using digital platforms and innovative accounting methods.

**Week 2:** August 5, 2021: Creating a Leadership mind-set-Managing change and Strategy  
Participants will learn leadership skills and techniques to help grow their mindset as well as their businesses so that they can be competitive in today's market.

**Week 3:** August 10, 2021: Developing a Digital Marketing Strategy for your Business  
Participants will learn how to use digital tools to enhance their business' marketing strategies to engage with customers in a digital world.

**Selling on Shopify**

11/4      Thur      11AM - 1PM      Webinar

Everything is in one place. Selling your products in many places should be every bit as simple as selling in one. With Shopify's ecommerce software, you get one unified platform to run your business with ease. You can fully customize your online store, pass new sales channels like Facebook, Amazon, eBay, and Instagram, manage unlimited products and inventory, fulfill orders in a single step, and track sales and growth trends.

**Your Small Business Taxes**

10/26      Tue      12PM - 2PM      Webinar

Gain a solid understanding of taxes required for small business owners and develop the best tax strategy for your business. Become familiar with the latest tax forms and procedures for both state and federal taxes. Discover how everyday business decisions can have tax implications that can affect your bottom line. This seminar is important for both new and experienced business owners.

**Teacher Education Classes****A Year Of Inspiring Lessons | \$75 | Online**

8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13 | 11/17 - 1/17 | 12/15 - 2/14

In this course, you'll get equipped with a solid lesson plan template and lots of interchangeable activities to choose from—plenty of inspiration to take you and your students from September to May. You'll learn over 100 circle-discussion, art, literacy, fine and large motor skills, science, and music activities that you can take into your classroom right away.

Then you can adopt the ideas just as they are or tweak them slightly to fit a variety of themes. Either way, you'll have ample material for crafting memorable, balanced, and engaging lesson plans. Whether you're already teaching or you're just investigating a career as an early childhood educator, you're sure to find the right mix of inspiration, motivation, and practical tips in this six-week course.

**Integrating Technology In The Classroom \$75 | Online**8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

Gaining the skills educators need to use tools such as wikis, podcasts, and blogs effectively. You will discover simple ways to integrate technology to enhance your subject material and meet your Common Core standards and other course goals. Learn how to design presentations for auditory, visual, and kinesthetic learning styles, how to teach keyboarding and word processing, how to develop standards-based lesson plans and more.

**Praxis Core Preparation | \$75 | Online**8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

This course will not only prepare you for the Praxis Core but do so in a fun and interesting way. After completing this course, you will be ready to pass the Praxis Core Exam.

**The Creative Classroom | \$75 | Online**8/18 - 10/18 | 9/15 - 11/15 | 10/13 - 12/13  
11/17 - 1/17 | 12/15 - 2/14

Creativity will abound in your classroom as you tap your students' hidden talents. Learn how to use creativity to teach reading, writing, visual arts, performing arts, social studies, science, mathematics, and physical and health education. Develop creative new approaches to field trips, learning labs, activities, exercises, assignments, and evaluation methods. Think beyond the textbook and challenge your students by making your classroom a creative classroom!

**Trades and Construction****Construction Academy | \$141.25 | Tuesday Rocky Mount Middle School, Room 300**

In Nash's Construction Academy, students will acquire hands-on carpentry training while constructing an 8 x 10 building from foundation to roof. Vinyl siding, door and window installation are also included. Additional topics are worksite safety/ OSHA 10-hour certification, accurate measurements, hand tools, power tools, and equipment. Two Saturday morning classes will be scheduled. Safety glasses and work gloves are required.

59678    9/7 - 11/30      6 PM - 9 PM

**Basic Electrical Wiring | \$76.25 | Wednesday | Rocky Mount Middle School, Room 300**

59646            9/8 - 10/27            6PM - 9PM

This 8-week course will provide basic residential wiring instruction and hands-on training for electrical technicians, tradesmen, and homeowners. Topics include electrical safety, tools and supplies, installation and repairs, boxes and panels, switches and receptacles, electrical grounding, and various hands-on projects. Safety glasses and work gloves are required.

**Basic Welding Process | \$131.25 | Saturday NCC Campus, Building E Welding Shop**

59649    9/11 - 12/4            8 AM - 12 PM

In ARC welding, students gain knowledge in the shielded metal arc (stick) welding process. Welding will be performed on mild steel with emphasis placed on padding, fillet, and groove welds in various positions. In MIG welding, students learn metal arc welding and flux core arc welding processes. MIG topics include shielding gases, fillet, and groove welds. In TIG welding, students learn the gas tungsten arc welding process. TIG topics include correct selection of tungsten, polarity, gas, and proper filler rod. Safety glasses, welding helmet with shield, and welding gloves are required.

**Forklift | \$76.25 Continuing Education Building, Room 8250**

Participants who successfully complete this course will be eligible for the forklift operator's license. Topics to be presented include basic design of lift trucks, stabilization of trucks, maintenance, repair costs, and safety aspects in operation. Students are required to pass a written test and a driving test. Students that pass both parts will receive a certification on the day of the class. Contact Melissa Vandemark, 252-451-8379 for more information.

TBD            5:30 PM - 9:30 PM

**General Contractor License Renewal | \$107 \*Saturday or Tuesday/Thursday Continuing Education Building, Rooms 8253 & 8255**

This course satisfies the 8-hours Continuing Education requirement for General Contractors and includes the two-hour mandatory course plus six additional hours of elective course material. Registration fee includes the \$32.00 renewal filing fee for NCLBGC.

59650    10/2            8 AM - 5 PM\*  
59651    10/26 & 10/28    6 PM - 10 PM

**HVAC Technician Program | \$196.25 | Hybrid Monday/Thursday & Online Two Hours/Week**

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

59652    8/16 - 12/16            M            6 PM - 9 PM  
Continuing Education Building, Room 8261  
TH            6 PM - 9 PM  
Building B Room 2148 & Online 2 hours per week

Topics include worksite safety/OSHA 10-hour certification, operating principles of heating and cooling systems, theory and principles of refrigeration, troubleshooting, servicing, repairing and installing components, and more. Basic computer skills required for the online portion of the class. CFC certification test included. (CFC test fee not included in registration fee). Safety glasses are required.

**Machining Applications (Concurrent with MAC-141) \$186.25 | Tuesday/Thursday NCC Campus Building K, Room 109**

59676    8/17 - 12/14            6 PM - 10 PM

The manufacturing industry is on the rise. As manufacturing continues to move back to the US, job opportunities will grow. This course provides an introduction to a variety of material-working processes that are common to the machining industry. Topics include safety, process specific machining equipment, measurement devices, setup and layout instruments, and common shop practices. Pre/Corequisites: None. Safety glasses are required.

**MIG Welding|(Concurrent w/ WLD-121) | \$186.25 Tuesday/Thursday| NCC Campus Building K**

59677            8/17 - 12/14            6PM - 10PM

Prerequisites: None. This course introduces metal arc welding and flux core arc welding processes. Topics include equipment setup and fillet and groove welds with emphasis on application of GMAW and FCAW electrodes on carbon steel plate. Upon completion, students should be able to perform fillet welds on carbon steel with prescribed electrodes in the flat, horizontal, and overhead positions. Safety glasses, welding helmet with shield, and welding gloves are required.

**National Electric Code (NEC) License Preparation  
\$185 | Tuesday and Thursday  
Continuing Education Building, Room 8261**

The NEC course is designed for students pursuing or expanding an electrician career.

59643 9/7 - 12/9 6 PM - 9 PM

Students will learn job-related applications of the NEC code and/or prepare for the state board licensure examination. Textbook: 2020 National Electric Code. Required: Minimum one-year work experience under a licensed electrician OR completion of residential and industrial wiring classes.

**Industrial Electrical Wiring- Hybrid  
(Concurrent with ELC-115) | \$186.25 | Tuesday  
NCC Campus Building B Room 2129**

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

59655 8/17 - 12/7 6 PM - 10 PM & 4-hours online each week

Prerequisite: ELC 111 or ELC 113 or ELC 131. This course covers layout, planning, and installation of wiring systems in industrial facilities. Emphasis is placed on industrial wiring methods and materials. Upon completion, students should be able to install industrial systems and equipment. Basic computer skills required for the online portion of the class. Textbook and class tools required. Tools list available in the Continuing Education Dept. Registration deadline and final availability determined on August 12.

**Residential Maintenance & Repair | \$131.25  
Thursday | Rocky Mount Middle School Room 300**

This course will provide classroom instruction and hands-on training for property maintenance technicians, tradesmen, and/or homeowners interested in learning residential maintenance and repair.

59644 9/2 - 11/4 6 PM - 9 PM

Topics include tools and equipment, accurate measurements, and various hands-on projects. Safety glasses and work gloves are required.

**Residential Maintenance & Repair | \$131.25  
Saturday  
Continuing Education Building, Room 8261**

This course will provide classroom instruction and hands-on training for property maintenance technicians, tradesmen, and/or homeowners interested in learning residential maintenance and repair. tools and equipment, accurate measurements, and various hands-on projects. Safety glasses and work gloves are required

59645 9/11 - 11/13 9 AM - 12 PM

**Continuing Education Information**

**Registration Fee Scale**

- \$ 70.00 1 - 24 class hours
- \$125.00 25 - 50 class hours
- \$180.00 51+ class hours
- \$1.25 Class Insurance Fee applies to some Continuing Education classes
- \$ 5.00 CAPS Fee applies to all classes

Registration fees vary according to total class hours and are set by the North Carolina General Assembly. Class fees are subject to change without notice. Registration fees, which are listed with each class description, do not include the cost of textbooks or supplies. Some classes are offered as self-supporting, meaning the registration fee is determined by total instructional and support costs. No fee-waivers or refunds apply to self-supporting classes.

No Fee for the classes listed below:

- Adult Basic Education / Adult High School Diploma
- High School Equivalency (HSE)
- English As A Second Language (ESL).

**Registration And Attendance**

Register & pay at least days (2) days prior to the start date of class. Students are required to be in attendance for the first class session. As a result of the wide variety of classes offered, the specific attendance requirement varies by class and will include 100/90/80% attendance of total class hours. Students may call 252-451-8216 to confirm the attendance requirement for a Continuing Education class. If a class is canceled or postponed, students who have pre-registered will be contacted prior to the start time of the class.

**Cancellation Of Classes**

Classes may be canceled if a minimum number of students do not pre-register. Pre-Registered students will be contacted and the registration fee will be refunded.

**Refund & Withdrawal Policy**

- 100% refund - Student officially withdraws prior to first class.
- 75% refund - Student officially withdraws prior to, or on, the 10% point.

No Refund applies after the 10% point of total class hours. No Refund applies to self-supporting classes.

**Books and Supplies**

Most courses require a textbook and some supplies. Due to COVID-19 pandemic, the NCC Campus Store hours may vary. For more information, call 252-451-8402.g

**Enrollment for Minors (Ages 16-17)**

The minimum age to attend a community college in North Carolina is sixteen (16) years old on the first class session.



# SUCCESS NETWORK

Supporting Your Power to Succeed



Construction was recently completed on the new Success Center space which will house success coaches and faculty advisors. The Center is located across from Student Services in Building A.

If you would like to learn more about success coaching, email [successcoaching@nashcc.edu](mailto:successcoaching@nashcc.edu).

## An Advisor Can Help You:

- Plan Your Schedule
- Discuss Degree Options
- Discover Career Pathways
- Register for Classes

## Blue Love Campus!

Don't be afraid to ask for help.

Visit [www.nashcc.edu/advising](http://www.nashcc.edu/advising) for more information.

## ADVISING HOURS

### SUCCESS CENTER BUILDING A

Monday - Thursday  
8:00 AM - 6:00 PM

### VIRTUAL ADVISING

Monday - Thursday  
8:00 AM - 5:00 PM

Friday  
8:00 AM - 1:00 PM



# In-Person Registration and Campus Tours



## IN-PERSON REGISTRATION July 13-15 | 9:00 AM - 7:00 PM NCC Brown Auditorium

Get personalized one-on-one advising from program specific instructors.

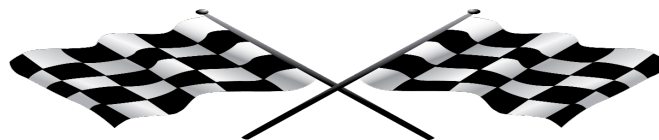
[www.nashcc.edu/registration](http://www.nashcc.edu/registration)

## CAMPUS TOURS

NCC is scheduling tours for individuals, families, and groups to visit the campus. Call **252-451-8300** or email [admissions@nashcc.edu](mailto:admissions@nashcc.edu) and an admissions team member will plan a tour to fit your needs and interests.

[www.nashcc.edu/campustours](http://www.nashcc.edu/campustours)

# Finish Line Grant



## Are you:

- Experiencing a financial emergency or unforeseen challenges?
- In good academic standing (2.0 GPA or higher)?
- Currently enrolled/completed at least 50% of a degree or credential program?

## You may be **\*ELIGIBLE\*** for the Finish Line Grant

Up to \$1,000/semester/per student to assist with degree or credential completion.

Finish Line Grants are available to assist with unforeseen financial emergencies such as:

- Transportation
- Auto Repairs
- Child Care
- Dependent Car
- Housing Assistance
- Utility Bills
- Assistance with Books, Tuition, Fees, or School Supplies

For more information contact the Student Wellness Center at [swell@nashcc.edu](mailto:swell@nashcc.edu)

# North Carolina Longleaf Commitment Grant

## Receive \$700 to \$2,800 per year!

Eligible 2021 NC high school graduates will have their tuition and fees covered for up to two years.

The Longleaf Commitment is a grant program for 2021 North Carolina high school graduates who will attend one of our state's "Great 58" community colleges starting in the Fall 2021 semester.

Visit [www.nashcc.edu/longleaf](http://www.nashcc.edu/longleaf) for eligibility requirements and more.



**Nash Community College**  
522 N. Old Carriage Rd.  
P.O. Box 7488  
Rocky Mount, NC 27804

\*\*\*\*ECRWSS  
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Rocky Mount, NC  
Permit # 382

# REGISTRATION IS OPEN!

**Fall Classes Begin August 16!**

