

## Occupational and Job Related courses / Fall 2008

### REPETITION OF COURSE WORK IN CONTINUING EDUCATION

Students who take an occupational extension course more than twice within a five-year period shall pay their cost for the course based on the amount of funds generated by a student membership hour for occupational extension multiplied by the number of actual hours the class is taught. This policy does not apply to fire, rescue, or law enforcement training courses taken by fire, rescue, or law enforcement personnel. Students may repeat occupational extension courses more than once if the repetitions are required for certification, licensure, or recertification.

### OCCUPATIONAL EXTENSION COURSE REFUND POLICY

A full refund shall be made if the student \*officially withdraws prior to the beginning of the first class meeting of the course.

A 75% refund shall be made if the student \*officially withdraws prior to the 10% point of the course. No refund will be considered after the 10% point of the course. No refund will be considered for a Community Service or Self-Supporting course once the course has started.

\*Officially withdraw means that the student has notified a college official that he/she will not attend or will not continue to attend a course.

### REGISTER ONLINE

To register online, please visit the Continuing Education page at <http://www.lenoircc.edu/contined/contined.html> and click the Online Registration link or key <http://mis.lenoircc.edu/ceapp.htm>.

### ONLINE CLASSES

Education to Go: Ed2Go: <http://www.ed2go.com/lenoircc/>

**PLEASE NOTE: Class dates and times are subject to change.**

### OCCUPATIONAL AND JOB RELATED COURSES

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
08-18-08	OBD Emission Control Inspection	TTH	06:00-10:00	Bullock Bldg. Rm. 105	R. Moody	1	65.00
08-19-08	OBD Emission Control Inspection Recertification	T	06:00-10:00	Bullock Bldg. Rm. 105	R. Moody	1	65.00
08-26-08	Auto Safety Emissions Inspection	TTH	06:00-10:00	Bullock Bldg. Rm. 105	R. Moody	1	50.00
09-02-08	Auctioneering	TTH	06:00-09:00	LCC Aviation Bldg.	J. Graves	13	60.00
09-08-08	Plumbing Level I	MW	06:00-09:00	TBA	Staff	15	60.00
09-08-08	Fundamentals of Carpentry	MW	06:00-09:00	TBA	J. Semones	15	60.00
09-08-08	Commercial Residential Wiring	MW	06:00-09:00	TBA	Staff	13	60.00
09-09-08	Masonry	TTH	06:00-09:00	Building 9	Staff	15	60.00
09-09-08	General Contractors License Prep.	TTH	06:00-10:00	Bullock Bldg. Rm. 172	F. Emory	9	60.00
09-15-08	HVAC I	MW	06:00-09:00	Building 9	D. Hill	13	60.00
09-16-08	OBD Emission Control Inspection Recertification	T	06:00-10:00	Bullock Bldg. Rm. 105	R. Moody	1	65.00
09-16-08	OBD Emission Control Inspection	TTH	06:00-10:00	Bullock Bldg. Rm. 105	R. Moody	1	65.00
09-23-08	Auto Safety Emissions Inspection	TTH	06:00-10:00	Bullock Bldg. Rm. 105	R. Moody	1	50.00
10-16-08	Math Workshop/Water & Wastewater	T	08:00-03:00	Bullock Bldg. Rm. 150	P. Onidi	1	50.00
10-18-08	OBD Emission Control Inspection Recertification	T	06:00-10:00	Bullock Bldg. Rm. 105	R. Moody	1	65.00
10-27-08	Wastewater Grade IV	M-F	08:00-05:00	Bullock Bldg. Rm. 150	P. Onidi	1	60.00
10-28-08	Auto Safety Emissions Inspection	TTH	06:00-10:00	Bullock Bldg. Rm. 105	R. Moody	1	50.00
11-11-08	OBD Emission Control Inspection Recertification	T	06:00-10:00	Bullock Bldg. Rm. 105	R. Moody	1	65.00
11-11-08	OBD Emission Control Inspection	TTH	06:00-10:00	Bullock Bldg. Rm. 105	R. Moody	1	65.00
11-18-08	Auto Safety Emissions Inspection	TTH	06:00-10:00	Bullock Bldg. Rm. 105	R. Moody	1	50.00
12-04-08	Public Relations & Customer Service	TH	08:00-05:00	Bullock Bldg. Rm. 175	R. Huneycutt	1	50.00
12-09-08	OBD Emission Control Inspection Recertification	T	06:00-10:00	Bullock Bldg. Rm. 105	R. Moody	1	65.00
12-09-08	OBD Emission Control Inspection	TTH	06:00-10:00	Bullock Bldg. Rm. 105	R. Moody	1	65.00
12-16-08	Auto Safety Emissions Inspection	TTH	06:00-10:00	Bullock Bldg. Rm. 105	R. Moody	1	50.00
TBA	Firefighter I & II						

are offered on main campus and area fire departments. Please call 252-233-6850 for complete schedule.

### BUSINESS

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
08-02-08	Life & Health Insurance Pre-licensing	SASU	08:00-05:30	Bullock Bldg. Rm 117	B. Seay	1	60.00
08-02-08	Basic Appraisal Principles	SASU	09:00-06:00	Bullock Bldg. Rm 174	H. Hill	2	60.00
08-12-08	Notary	TTH	06:00-09:30	Bullock Bldg. Rm 129	Staff	1	50.00
08-16-08	Basic Appraisal Procedures	SASU	09:00-06:00	Bullock Bldg. Rm 174	H. Hill	2	60.00
08-18-08	Nail Technology Continuing Education	M	08:00-06:00	Bullock Bldg. Rm 131	D. Miller	1	50.00
08-21-08	Postal Workers Education	TH	07:00-10:00	Waller Bldg. Rm 125	A. Brantley	16	60.00
08-25-08	Cosmetology Continuing Ed	M	08:30-06:00	Bullock Bldg. Rm 150	staff	1	50.00
09-06-08	Property & Casualty Insurance Pre-licensing	SASU	08:00-05:00	Bullock Bldg. Rm 172	B. Seay	4	60.00
09-13-08	USPAP	SASU	09:00-06:00	Bullock Bldg. Rm 150	E. Jordan	1	200.00
09-13-08	Brokers Post-Licensing Contracts and Closings	SASU	08:30-05:30	Bullock Bldg. Rm 168	Staff	2	55.00
09-16-08	Real Estate Broker Pre-Licensing	TTH	06:00-10:00	Bullock Bldg. Rm 172	J. Leonard	11	60.00
09-19-08	Mortgage Loan Officer	FSASU	08:30-05:30	Bullock Bldg. Rm 150	Staff	1	55.00
09-20-08	Residential Market Analysis and HBU	SASU	09:00-06:00	Bullock Bldg. Rm 117	H. Hill	1	55.00
09-22-08	Taxidermy-Life-Size Mounts & Habitat	MW	06:00-10:00	Building 20	P. Miller	12	60.00
09-23-08	Notary	TTH	06:00-09:30	Bullock Bldg. Rm 129	STAFF	1	50.00
09-27-08	Residential Appraisal Site Value and Cost Appro	SASU	09:00-06:00	Bullock Bldg. Rm 117	H. Hill	1	55.00
09-29-08	Life & Health Insurance Pre-licensing	M-SU	08:00-05:30	Bullock Bldg. Rm 117	B. Seay	1	60.00
10-04-08	Appraisal Continuing Education USPAP	SA	09:00-05:00	Bullock Bldg. Rm 150	E. Jordan	1	50.00
10-05-08	Appraisal Continuing Education Elective	SA	09:00-05:00	Bullock Bldg. Rm 150	H. Hill	1	50.00
10-11-08	Residential Sales Comparison & Income Appro	SASU	09:00-06:00	Bullock Bldg. Rm 174	H. Hill	2	50.00
10-11-08	Life & Health Insurance Continuing Ed	SASU	09:00-04:00	Bullock Bldg. Rm 129	B. Seay	1	50.00
10-18-08	Property & Casualty Insurance Continuing Ed	SASU	09:00-04:00	Bullock Bldg. Rm 129	B. Seay	1	60.00
10-20-08	Property & Casualty Insurance Pre-licensing	M-SU	08:00-06:00	Bullock Bldg. Rm 117	B. Seay	4	50.00
10-25-08	Residential Report Writing & Case Studies	SASU	09:00-06:00	Bullock Bldg. Rm 117	H. Hill	1	60.00
10-27-08	Life & Health Insurance Pre-licensing	MWF	06:00-10:00	Bullock Bldg. Rm 172	B. Seay	5	50.00
10-29-08	Independent Auto Dealers	W	09:00-04:00	Bullock Bldg. Rm 117	B. Seay	1	50.00
11-01-08	Statistics, Modeling And Finance	SASU	09:00-06:00	Bullock Bldg. Rm 174	H. Hill	1	60.00
11-01-08	Property & Casualty Insurance Pre-licensing	SASU	08:00-05:00	Bullock Bldg. Rm 172	B. Seay	4	60.00
11-01-08	Brokers Post-Licensing Selected Topics	SASU	08:30-05:30	Bullock Bldg. Rm 168	Staff	2	55.00

11-08-08	Appraisal Continuing Education	SA	09:00-05:00	Bullock Bldg. Rm 150	H. Hill	1	50.00
11-07-08	Mortgage Loan Officer	FSASU	08:30-05:30	Bullock Bldg. Rm 150	Staff	1	55.00
11-08-08	Advanced Residential Applications	SASU	09:00-06:00	Bullock Bldg. Rm 117	H. Hill	1	TBA
11-10-08	Notary	MW	06:00-09:30	Bullock Bldg. Rm 129	STAFF	1	50.00
TBA	Jewelry	TBA	TBA	TBA	Staff	TBA	TBA
TBA	Land Surveying	TBA	TBA	TBA	Staff	TBA	TBA

#### VOCATIONAL/TECHNICAL

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
09-02-08	Plumbing Contractors License Prep	TTH	06:00-10:00	Bullock Bldg. Rm 172	H. Dail	11	60.00
09-08-08	Auto Body Repair / Refinishing	MTH	06:00-10:00	Parkers Body Shop	D. Parker	21	65.00
09-08-08	Electrical Contractors License Prep	MW	06:30-09:30	Bullock Bldg. Rm.174	M. Weldon	12	60.00
09-08-08	Small Engine Repair	M	06:00-09:00	Bullock Bldg. Rm 102	D. Stanley	12	60.00
09-13-08	Electrical Inspection I	SASU	08:00-07:00	Bullock Bldg. Rm 170	T. Quinn	2	60.00
09-16-08	Maintaining Your Landscape	T	05:30-09:30	Horticulture	B. Scott	5	55.00
10-04-08	Electrical Contractors License Renewal	SA	08:00-05:00	Bullock Bldg. Rm 170	T. Quinn	1	50.00
10-18-08	Electrical Inspection II	SASU	08:00-07:00	Bullock Bldg. Rm 170	T. Quinn	2	60.00
10-23-08	Fire Inspection I	TH-SU	08:00-06:00	Bullock Bldg. Rm 170	T. Queen	1	60.00
11-15-08	Electrical Inspection III	SASU	08:00-07:00	Bullock Bldg. Rm 170	T. Quinn	2	60.00
TBA	Fire Inspection Continuing Education	TBA	TBA	TBA	T. Queen	1	50.00

#### EMS COURSES ONLINE

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
08-11-08	EKG Technician	Online	Online	Online	M. Hill	10	60.00
08-11-08	EMS Instructor Methodology	Online	Online	Online	W. Rummings	6	50.00
08-25-08	Emergency Medical Technician-Intermediate	Online	Online	Online	A. Farley	19	65.00
09-01-08	Emergency Medical Technician-Basic	Online	Online	Online	W. Carter	15	65.00
09-01-08	Emergency Medical Technician-Intermediate to Paramedic	Online	Online	Online	W. Carter	30	65.00
09-08-08	Anatomy and Physiology for EMS	Online	Online	Online	D. Langston	15	60.00
09-19-08	Critical Care Paramedic Course	Online	Online	Online	J. Morris	4	265.00
11-24-08	Emergency Medical Technician-Intermediate to Paramedic	Online	Online	Online	A. Farley	30	65.00
12-15-08	Emergency Medical Technician-Intermediate to Paramedic	Online	Online	Online	W. Rummings	30	65.00

#### COMMUNITY SERVICE CLASSES

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
08-04-08	Needlecrafts	M	09:00-12:00	Bullock Bldg. Rm 173	M. Heath	10	35.00
08-05-08	Jewelry	TTH	04:00-06:00	Bullock Bldg. Rm 173	K. Burnside	8	35.00
08-06-08	Quilting	W	09:00-12:00	Bullock Bldg. Rm 173	L. Forbes	10	35.00
08-06-08	Quilting	W	01:00-04:00	Bullock Bldg. Rm 173	L. Forbes	10	35.00
08-14-08	Sewing	TH	01:00-04:00	Bullock Bldg. Rm 173	L. Ernberger	10	35.00
08-18-08	Sewing - Alterations	M	06:00-09:00	Bullock Bldg. Rm 173	H. Carter	16	60.00
08-18-08	Jewelry	M	06:00-08:00	Bullock Bldg. Rm 173	K. Burnside	12	35.00
08-28-08	Sewing	TH	06:00-09:00	Bullock Bldg. Rm 173	H. Carter	10	35.00
09-10-08	Square Foot Gardening	W	08:00-11:00	Horticulture Bldg	G. Johnson	10	35.00
09-16-08	Sewing	T	09:00-03:00	Bullock Bldg. Rm 173	H. Carter	6	35.00
09-16-08	Needlecrafts	T	09:00-12:00	Fairfield	M. Heath	10	35.00
09-16-08	Needlecrafts	T	12:15-03:15	Fairfield	M. Heath	10	35.00
09-18-08	Sewing	TH	09:00-12:00	Bullock Bldg. Rm 173	H. Carter	10	35.00
10-07-08	Jewelry	TTH	04:00-06:00	Bullock Bldg. Rm 173	K. Burnside	8	35.00
10-07-08	Quilting	TH	01:00-04:00	Bullock Bldg. Rm 173	M. Heath	10	35.00
10-28-08	Sewing	T	09:00-03:00	Bullock Bldg. Rm 173	H. Carter	6	35.00
11-06-08	Sewing	TH	06:00-09:00	Bullock Bldg. Rm 173	H. Carter	10	35.00
11-19-08	Square Foot Gardening	M	09:00-12:00	Bullock Bldg. Rm 173	M. Heath	10	35.00
12-04-08	Sewing	TH	09:00-12:00	Bullock Bldg. Rm 173	H. Carter	10	35.00
12-09-08	Sewing	T	09:00-03:00	Bullock Bldg. Rm 173	H. Carter	6	35.00

#### CURSOS EN ESPAÑOL/SPANISH-RELATED COURSES

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
08-19-08	Spanish for Banking	TTH	06:00-09:00	TBA	Staff	8	60.00
08-20-08	Spanish for Real Estate Agents	MW	06:00-09:00	TBA	Staff	8	60.00
08-21-08	Spanish for Restaurant Staff	TTH	06:00-09:00	TBA	Staff	8	60.00
08-25-08	Spanish for Construction Sites	MW	06:00-09:00	TBA	Staff	8	60.00
08-25-08	Spanish for the Physician's Office	MW	06:00-09:00	TBA	Staff	8	60.00
08-25-08	Spanish for Nursing	MW	06:00-09:00	TBA	Staff	8	60.00
08-25-08	Emergency Spanish for Firefighters	MW	06:00-09:00	TBA	Staff	8	60.00
07-26-08	Curso de Soldadura en Español	TTH	06:00-10:00	TBA	Servando Perez	15	65.00
08-31-08	Curso de Soldadura en Español	MW	06:00-10:00	TBA	Servando Perez	15	65.00
09-03-08	Curso de Computación en Español	MW	06:00-09:00	BTU Rm 210	Lourdes Villagran	10	63.00
09-04-08	Curso de Computación en Español	TTH	06:00-09:00	TBA	Lourdes Villagran	10	63.00
09-06-08	Decoración de Pasteles	SA	09:00-02:00	Building 20	Ana Garcia	12	60.00
09-08-08	Curso de Plomería	MW	06:00-10:00	TBA	TBA	10	60.00
09-08-08	Curso de Electricidad	MW	06:00-10:00	TBA	TBA	10	60.00
09-13-08	Curso de Computación en Español	SA	06:00-09:00	BTU Rm 210	Alma Rico	10	63.00
09-13-08	Curso de Computación en Español	SA	09:00-02:00	TBA	Lourdes Villagran	12	63.00
09-17-08	Curso de Computación en Español	MW	06:00-09:00	TBA	Fulani O. Jones	10	63.00
09-20-08	Areglos Florales	SA	06:00-09:00	TBA	TBA	10	60.00

#### VOCATIONAL COURSES

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
09-22-08	Mecánica automotriz	SA	09:00-01:00	TBA	TBA	12	65.00

09-23-08	Empezar pequeños negocios	TTH	06:00-10:00	TBA	TBA	12	60.00
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**DEFENSIVE DRIVING**

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
08-16-08	Defensive Driving	SA	08:00-12:00	Bullock Bldg. Rm 117	D. Philyaw	1	50.00
09-08-08	Defensive Driving	M	06:00-10:00	Bullock Bldg. Rm 117	P. Emory	1	50.00
09-20-08	Defensive Driving	SA	08:00-12:00	Bullock Bldg. Rm 117	D. Philyaw	1	50.00
10-06-08	Defensive Driving	M	06:00-10:00	Bullock Bldg. Rm 117	P. Emory	1	50.00
10-18-08	Defensive Driving	SA	08:00-12:00	Bullock Bldg. Rm 117	D. Philyaw	1	50.00
11-03-08	Defensive Driving	M	06:00-10:00	Bullock Bldg. Rm 117	P. Emory	1	50.00
11-15-08	Defensive Driving	SA	08:00-12:00	Bullock Bldg. Rm 117	D. Philyaw	1	50.00
12-01-08	Defensive Driving	M	06:00-10:00	Bullock Bldg. Rm 117	P. Emory	1	50.00
12-13-08	Defensive Driving	SA	08:00-12:00	Bullock Bldg. Rm 117	D. Philyaw	1	50.00

**MOTORCYCLE SAFETY TRAINING**

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
08-22-08	Basic Rider Course	FSASU	08:00-06:00	Bullock Bldg. Rm 176	B. Wagner	1	110.00
09-05-08	Basic Rider Course	FSASU	08:00-06:00	Bullock Bldg. Rm 176	S. Jackson	1	110.00
09-19-08	Basic Rider Course	FSASU	08:00-06:00	Bullock Bldg. Rm 176	P. Hager	1	110.00
10-03-08	Basic Rider Course	FSASU	08:00-06:00	Bullock Bldg. Rm 176	R. Hodge	1	110.00
10-17-08	Basic Rider Course	FSASU	08:00-06:00	Bullock Bldg. Rm 176	J. Henricks	1	110.00
10-31-08	Basic Rider Course	FSASU	08:00-06:00	Bullock Bldg. Rm 176	TBA	1	110.00
11-14-08	Basic Rider Course	FSASU	08:00-06:00	Bullock Bldg. Rm 176	S. Jackson	1	110.00

**PERSONAL ENRICHMENT**

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
08-18-08	Floral Design	T	06:00-09:00	Bullock Bldg. Rm 173	Staff	8	35.00
08-21-08	Advanced Floral Design	Th	06:00-09:00	Bullock Bldg. Rm 173	Staff	8	35.00
09-08-08	Wedding Planning	M	06:00-09:00	Bullock Bldg. Rm 173	Staff	12	60.00
09-09-08	Basic Drawing	T	06:00-09:00	Bullock Bldg. Rm 173	S. Miller	5	50.00
09-11-08	Water Color	TH	06:00-08:00	TBA	C. Hyder	6	60.00
10-06-08	Holiday Food Ideas	M	06:00-08:30	Waller Bldg. Rm 149	J. Yourdon	4	TBA
10-14-08	Beginners Acrylic Painting	T	06:00-09:00	Bullock Bldg. Rm 173	S. Miller	5	50.00
TBA	Aerobics	TBA	TBA	TBA	Staff	TBA	TBA
TBA	Dance - Shag	TBA	TBA	TBA	Staff	6	TBA
TBA	Dance-Ballroom	TBA	TBA	TBA	Staff	TBA	TBA
TBA	Cake Decorating	M	06:00-09:00	Waller Bldg. Rm 149	I. Wessner	8	55.00
TBA	Investing Basics	TBA	TBA	TBA	TBA	TBA	TBA
TBA	Yoga	TBA	TBA	TBA	S. Oregon	TBA	TBA
TBA	Interior Design	TBA	TBA	TBA	Staff	TBA	TBA

**EDUCATION ON-LINE**

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
09-10-08	Geneology	TBA	TBA	TBA	TBA	TBA	TBA
TBA	Property and Casualty Insurance	TBA	TBA	TBA	TBA	TBA	TBA
TBA	Postal Workers Education	TBA	TBA	TBA	TBA	TBA	TBA

**EXTENDED DAY COMPUTER CLASSES**

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
08-15-08	Intro to Computers for Seniors	F	10:00-01:00	Bullock Bldg. Rm 179	K. Burnside	10	58.00
08-18-08	ScrapBooking using Adobe Photoshop	MW	10:00-01:00	Bullock Bldg. Rm 179	K. Burnside	12	63.00
08-18-08	Beginner Basics (Keyboarding, PC, Word)	MW	01:00-04:00	Bullock Bldg. Rm 179	K. Burnside	12	63.00
09-02-08	Desktop Publishing (Microsoft Publisher)	TTH	10:00-01:00	Bullock Bldg. Rm 179	K. Burnside	12	63.00
09-02-08	Microsoft Word	TTH	01:00-01:00	Bullock Bldg. Rm 179	K. Burnside	10	63.00
10-24-08	Intermediate Computer Concepts	F	10:00-01:00	Bullock Bldg. Rm 179	K. Burnside	7	58.00
11-03-08	Windows XP	MW	10:00-01:00	Bullock Bldg. Rm 179	K. Burnside	6	63.00
11-03-08	Creating Greeting Cards for the Holidays	MW	01:00-04:00	Bullock Bldg. Rm 179	K. Burnside	6	63.00
11-04-08	Intro to Computers	TTH	10:00-01:00	Bullock Bldg. Rm 179	K. Burnside	6	63.00
11-04-08	Using the Cricket for ScrapBooking (Brief Course)	TTH	01:00-04:00	Bullock Bldg. Rm 179	K. Burnside	6	63.00

**EXTENDED NIGHT COMPUTER CLASSES**

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
08-11-08	Introduction to Keyboarding	M	06:00-09:00	Admin Bldg. Rm 203	Staff	10	58.00
08-18-08	Adobe Photoshop	MW	05:30-08:30	Bullock Bldg. Rm 179	K. Burnside	12	63.00
08-19-08	Computer Applications: Word, Excel, Access, PowerPoint	TTH	05:30-08:30	Bullock Bldg. Rm 179	J. Wallace-Koonce	12	63.00
10-27-08	Intro to Computers (Quick Course) Buying for the Holidays	M	06:00-09:00	Admin Bldg. Rm 203	Staff	7	58.00
11-11-08	Microsoft Excel	TTH	05:30-08:30	Bullock Bldg. Rm 179	J. Wallace-Koonce	4	58.00
11-17-08	Introduction to the Internet/Email	MW	05:30-08:30	Bullock Bldg. Rm 179	Staff	4	58.00

**SATURDAY COMPUTER CLASSES**

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
08-09-08	Intro to Computers	SA	08:30-04:30	Bullock Bldg. Rm 179	J. Wallace-Koonce	3	58.00
09-06-08	Microsoft Word	SA	08:30-04:30	Bullock Bldg. Rm 179	J. Wallace-Koonce	3	58.00
10-04-08	Microsoft Excel	SA	08:30-04:30	Bullock Bldg. Rm 179	J. Wallace-Koonce	3	58.00
11-01-08	Intermediate Word/Excel	SA	08:30-04:30	Bullock Bldg. Rm 179	J. Wallace-Koonce	4	58.00

**HEALTH-RELATED CLASSES**

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
08-11-08	Nurse Aide I	MW	06:00-10:00	Bullock Bldg. Rm 175	C. Paramore	21	65.00
08-11-08	Nurse Aide II	MW	09:00-04:00	LaGrange Center	J. Miller	21	65.00
08-11-08	Nurse Aide II	MW	06:00-10:00	LaGrange Center	J. Miller	21	65.00
08-11-08	Health Unit Coordinator	MTW	06:00-09:00	Bullock Bldg. Rm TBA	P. Marshall	21	65.00

08-11-08	Phlebotomy	Online	Online	Online	B. Jolley	15	65.00
08-12-08	Nurse Aide II	TTH	06:00-10:00	Bullock Bldg. Rm 175	Staff	20	65.00
08-18-08	Phlebotomy	MW	06:00-10:00	Bullock Bldg. Rm 146	M. Smith	15	65.00
08-18-08	Nurse Aide I	MT	08:30-04:30	Bullock Bldg. Rm 175	I. Edwards	15	65.00
08-18-08	Nurse Aide I	WTH	08:30-04:30	Bullock Bldg. Rm 175	I. Edwards	15	65.00
09-08-08	Nurse Aide I	MW	Online	Online	L. Hughes	20	65.00
09-22-08	Pharmacy Tech	MW	09:00-04:00	LRC Rm 211	D. Darden	9	65.00
10-20-08	Medical Terminology	MW	05:00-09:00	LRC Rm 211	D. Darden	6	60.00
10-21-08	Medical Terminology/Coding and Billing	TTH	09:00-04:00	LRC Rm 211	D. Darden	17	65.00
10-21-08	Medical Terminology	TTH	09:00-01:00	LRC Rm 211	D. Darden	6	60.00
11-03-08	Veterinarian Assistant	Online	Online	Online	M. Hubel	12	65.00
11-20-08	Phlebotomy	Online	Online	Online	B. Jolley	15	65.00
TBA	Medical Terminology/Coding and Billing	TTH	05:00-09:00	LRC Rm 211	D. Darden	21	65.00
TBA	Pharmacy Tech	MW	05:00-09:00	LRC Rm 211	D. Darden	15	65.00
TBA	Nurse Aide Refresher	TH	06:00-10:00	Bullock Bldg. Rm 175	L. Hughes	6	60.00
TBA	Nurse Aide II	MW	Online	Online	L. Hughes	20	65.00

#### PERSONAL ENRICHMENT CLASSES

08-19-08	Accounting Specialist	TTH	06:00-09:00	TTH	S. Webster	18	65.00
TBA	Credit Repair and Budgeting	MW	06:00-09:00	TBA	M. Gooding	8	60.00

#### MANICURIST/NAIL TECH CLASSES

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
07-31-08	Manicurist Training	M-TH	09:00-01:00	Bullock Bldg. Rm 144	D. Miller	21	65.00
07-31-08	Manicurist Training	M-TH	06:00-10:00	Bullock Bldg. Rm 144	D. Miller	21	65.00

#### TEACHER RENEWAL CLASSES

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
09-08-08	Effective Teaching Training	MW	05:30-08:30	Bullock Bldg. Rm 170	K.Ham	5	60.00
09-15-08	Sign Language	M	06:00-09:00	Lap/Science Bldg. Rm	W. Taylor-Phlyaw	10	55.00
10-06-08	Interm. Conversational Spanish	M	06:00-09:00	Bullock Bldg. Rm 178	S. Baker	16	60.00
10-08-08	Conversational Spanish	W	06:00-09:00	Bullock Bldg. Rm 178	S. Baker	16	60.00
10-20-08	Effective Teaching Training	MW	05:30-08:30	Bullock Bldg. Rm 170	K. Ham	5	60.00

#### ONLINE TEACHER RENEWAL CLASSES

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
08-25-08	Grammar for the Workplace(Educators)	Online	Call	Online	K. Hinson	6	55.00
10-13-08	Integrating Technology into the Classroom	Online	Call	Online	K. Hinson	6	55.00

#### Human Resources Development Computer Classes

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
08-18-08	Basic Skills for Office Careers	MW	01:00-05:00	Admin. 203	J. Wallace-Koonce	5	60.00
08-19-08	Computers and the Workplace I	TTH	01:00-05:00	Admin. 203	J. Wallace-Koonce	5	60.00
09-22-08	Keyboarding	MW	01:00-05:00	Admin. 203	J. Wallace-Koonce	5	60.00
09-23-08	Computers and the Workplace II	TTH	01:00-05:00	Admin. 203	J. Wallace-Koonce	5	60.00
10-27-08	Internet-Job Search and Beyond	MW	01:00-05:00	Admin. 203	J. Wallace-Koonce	5	60.00
10-28-08	Resumes, Applications, Portfolios	TTH	01:00-05:00	Admin. 203	J. Wallace-Koonce	5	60.00
11-24-08	Computers and the Workplace I	MW	01:00-05:00	Admin. 203	J. Wallace-Koonce	5	60.00
11-25-08	Keyboarding	TTH	01:00-05:00	Admin. 203	J. Wallace-Koonce	5	60.00
	Medical Front Office Receptionist Introduction		Call for dates and times				
	No charge for HRD classes if you qualify						

#### Human Resources Development Employability Skills Classes

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
08-18-08	Employability Skills Lab for Career Readiness	MTWTH	08:30-01:30	Bullock 125	S. Blow	7	65.00
08-19-08	Employability Skills Lab for Career Readiness	TTH	05:00-08:00	Bullock 125	K. Langley	18	65.00
10-01-08	Employability Skills Lab for Career Readiness	MTWTH	08:30-01:30	Bullock 125	S. Blow	7	65.00
TBA	Code Blue-Study for PSB	TBA	TBA	TBA	R. Foyles	3	50.00

#### ADULT BASIC EDUCATION/GED (COMMUNITY CLASSES)

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
08-18-08	Adult Basic Education	M-TH	09:00-12:00	Community Learning C	Byrd/Lane	16	FREE
08-18-08	Adult Basic Education	M-TH	01:00-05:00	Community Learning C	Byrd/Lane	16	FREE
08-18-18	Beginning Reading	M-TH	09:00-12:00	Community Learning C	I. Johnson	16	FREE
08-18-08	Adult Basic Education	M-F	08:30-02:30	Kennedy Home	M. Wiggins	16	FREE
08-18-08	Adult Basic Education	MW	06:00-09:00	Salvation Army	P. Battle	16	FREE
08-18-08	Adult Basic Education	MT	05:00-07:30	Queen Street Methodis	A. Davis	16	FREE
08-19-08	Adult Basic Education	TTH	09:00-12:00	Children's Village Acad	R. Gaynor	16	FREE
08-19-08	Adult Basic Education	TTH	09:00-12:00	LaGrange Public Librar	TBA	16	FREE
08-19-08	Adult Basic Education	TTH	06:00-09:00	South Lenoir High Sch	C. Parker	16	FREE
08-19-08	Adult Basic Education	TTH	06:00-09:00	LCC LaGrange Center	M. Pigford	16	FREE
08-19-08	Adult Basic Education	TW	06:00-09:00	Vernon Park Mall Conf	C. Patrick	16	FREE
08-19-08	Adult Basic Education	TW	09:00-12:00	Greater Works Deliver	B. Moore	16	FREE
08-21-08	Adult Basic Education	TH	10:00-11:30	Britthaven (Rhodes Av)	M. Stocks	16	FREE
TBA	Adult Basic Education	TBA	TBA	The House That God B	TBA	16	FREE
TBA	Beginning Reading	M-F	09:00-12:00	Lenoir Community Coll	TBA	16	FREE
TBA	Beginning Reading	M-TH	06:00-08:00	Lenoir Community Coll	TBA	16	FREE

#### ENGLISH AS A SECOND LANGUAGE (INGLES COMO SEGUNDO LENGUA)

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
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08-18-08	Multi-Level ESL	M-TH	09:00-12:00	Lenoir Community Coll	E. Gardner	16	FREE
08-18-08	Beginner ESL	MW	06:00-09:00	Holy Spirit Catholic Ch	J. Haigler	16	FREE
08-18-08	Intermediate/Advanced ESL	MW	06:00-09:00	Holy Spirit Catholic Ch	G. Herrera	16	FREE
				Lenoir Community			
08-15-07	Multi-Level ESL	M-TH	01:00-03:00	College, Building 20	E. Gardner	16	FREE
08-23-08	Multi-Level ESL	Sa	09:00-12:00	Bullock Bldg. Rm 178	F. Pearson	16	FREE
08-26-08	Beginning ESL	TTH	06:00-08:00	Pink Hill Elementary	TBA	16	FREE
08-26-08	Intermediate/Advanced ESL	TTH	06:00-08:00	Pink Hill Elementary	TBA	16	FREE
08-26-08	Multi-Level ESL	TTH	06:00-08:00	LaGrange Elementary	A. Moye	16	FREE
TBA	Preparation for Citizenship	MW	06:00-08:00	Administration Building	E. Gardner	6	FREE
				Bullock Bldg. Office			
TBA	ESL Online	M-F	Varies	166-B	C. White	16	FREE
				Pink Hill Silo Church			
TBA	ESL Study-at-Home	M-SU	Varies	and other locations	L. Abel	16	FREE

#### ADULT BASIC EDUCATION

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FREE
08-18-08	Adult Basic Education	M-F	08:00-02:30	Bullock Bldg. Rm 170	B. Seay	16	FREE
08-18-08	Adult Basic Education	M-F	08:00-02:30	Bullock Bldg. Rm 172	M. Pigford	16	FREE
08-18-08	Adult Basic Education	M-F	08:00-02:30	Bullock Bldg. Rm 168	L. Heath	16	FREE
08-18-08	Adult Basic Education	M-F	08:00-02:30	TBA	E. Bruton	16	FREE
08-18-08	Adult Basic Education	MW	05:00-09:00	Bullock Bldg. Rm 168	L. Polk	16	FREE
08-19-08	Adult Basic Education	TTH	05:00-09:00	Bullock Bldg. Rm 168	V. Barrett	16	FREE

#### GED PREPARATION

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FREE
08-18-08	GED Preparation Lab	M-F	08:00-12:00	Bullock Bldg. Rm 180	K. Hinson	16	FREE
08-18-08	GED Preparation Lab	MW	05:00-09:00	Bullock Bldg. Rm 180	S. Baker	16	FREE
08-19-08	GED Preparation Lab	TTH	05:00-09:00	Bullock Bldg. Rm 180	T. Carr	16	FREE

#### ADULT EDUCATION LEARNING CENTER

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FREE
08-18-08	Back to the Basics, then Beyond!	M-TH	08:00-05:00	Bullock Bldg. Rm 178	Banks/Battle	16	FREE
08-18-08	Back to the Basics, then Beyond!	M-TH	05:00-09:00	Bullock Bldg. Rm 178	Banks/Battle	16	FREE
08-22-08	Back to the Basics, then Beyond!	F	08:00-03:00	Bullock Bldg. Rm 178	Banks/Battle	16	FREE

#### ADULT HIGH SCHOOL DIPLOMA SESSION I \*

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FREE
08-18-08	AHS - Biology	M-F	08:00-10:00	Bullock Bldg. Rm 174	Hunt	8	FREE
08-18-08	AHS - Lab	M-F	08:00-10:00	Bullock Bldg. Rm 178	Banks	8	FREE
08-18-08	AHS - Lab	M-F	10:00-12:00	Bullock Bldg. Rm 178	Banks	8	FREE
08-18-08	AHS - English III	M-F	01:00-03:00	Bullock Bldg. Rm 176	TBA	8	FREE
08-18-08	AHS - Algebra 2A	M-F	10:00-12:00	Bullock Bldg. Rm 176	McFalls	8	FREE
08-18-08	AHS - Algebra 1B	M-F	08:00-10:00	Bullock Bldg. Rm 176	McFalls	8	FREE
08-18-08	AHS - US History	M-F	10:00-12:00	Bullock Bldg. Rm 174	Hunt	8	FREE

\* Other AHS classes may be offered through non-traditional instructional methods based on individual needs.

#### ADULT HIGH SCHOOL DIPLOMA SESSION II \*

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FREE
10-16-08	AHS - Earth Science	M-F	08:00-10:00	Bullock Bldg. Rm 174	Hunt	8	FREE
10-16-08	AHS - Computer Literacy	M-F	08:00-10:00	Bullock Bldg. Rm 179	TBA	8	FREE
10-16-08	AHS - Lab	M-F	08:00-10:00	Bullock Bldg. Rm 178	Banks	8	FREE
10-16-08	AHS - Lab	M-F	10:00-12:00	Bullock Bldg. Rm 178	Banks	8	FREE
10-16-08	AHS - English IV	M-F	01:00-03:00	Bullock Bldg. Rm 176	TBA	8	FREE
10-16-08	AHS - Algebra 1A	M-F	08:00-10:00	Bullock Bldg. Rm 176	McFalls	8	FREE
10-16-08	AHS - Algebra 2B	M-F	10:00-12:00	Bullock Bldg. Rm 176	McFalls	8	FREE
10-16-08	AHS - Connections	M-F	01:00-03:00	Bullock Bldg. Rm 174	TBA	8	FREE
10-16-08	AHS - World History	M-F	10:00-12:00	Bullock Bldg. Rm 174	Hunt	8	FREE

\* Other AHS classes may be offered through non-traditional instructional methods based on individual needs.

#### DISTANCE LEARNING & COMPUTER ASSISTED INSTRUCTION

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FREE
08-18-08	AHS Online	M-F	Varies	Bullock Bldg.	Hinson	16	FREE
08-18-08	GED Online	M-F	Varies	Bullock Bldg.	Hinson	16	FREE
08-18-08	ABE Online	M-F	Varies	Bullock Bldg.	Hinson	16	FREE

Note: For info on online ABE, GED and AHS classes, contact Katrina Hinson @ 527-6223 x 726 or Khinson@lenoircc.edu

#### FAMILY LITERACY PROGRAM (LENOIR)/ EVEN START SERVING PARENTS AND 1-4 YEAR OLD PRE-SCHOOLERS

08-25-08	ABE/GED/ESL/PACT	M-F	08:00-03:30	Southeast Elementary	King/Faustino	16	FREE
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#### GREENE COUNTY BASIC EDUCATION

##### HEALTH SERVICES

07-07-08	Nurse Assistant I	MW	9:00-1:00	Greene County	P. Coward	21	75.00
07-14-08	Nurse Assistant I	MW	6:00-10:00	Greene County	E. Cannon	21	75.00
07-21-08	Chiropractic Assistant	MTH	6:00-9:00	Greene County	D. Baker	21	65.00
08-11-08	Health Unit Coordinator	TTH	5:15-8:15	Greene County	L. Andrews	36	65.00
09-09-08	Physical Therapy Technician	TTH	6:00-9:00	Greene County	C. Ingle	21	65.00
09-22-08	Nurse Assistant I	TTH	6:00-10:00	Greene County	P. Coward	21	75.00

09-22-08	Nurse Assistant I	MW	6:00-10:00	Greene County	E. Cannon	21	75.00
10-06-08	Medical Coding and Billing	MW	5:15-8:15	Greene County	L. Andrews	21	65.00
11-10-08	Veterinary Assistant	MT	6:00-9:00	Greene County	J. Shaver	21	65

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
<b>BASIC SKILLS</b>							
08-15-08	ABE/GED Lab	M-F	08:00-12:00	Greene Co. Center	P. Wilson	16	Free
08-15-08	ABE/GED Lab	M-TH	01:00-04:00	Greene Co. Center	P. Wilson	16	Free
08-15-08	ABE I	M-TH	09:00-12:00	Greene Co. Center	B. Coats	16	Free
08-15-08	ABE II	M-TH	09:00-12:00	Greene Co. Center	P. Wilson	16	Free
08-15-08	ABE/GED Lab	MW	06:00-09:00	Greene Co. Center	S. Connor	16	Free
08-15-08	Compensatory Education	M-TH	09:00-12:00	Greene County Annex	J. Morgan	16	Free

**JONES COUNTY BASIC EDUCATION**

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
<b>COMMUNITY SERVICE</b>							
08-18-08	Crafts	M	09:30-12:30	Jones Senior Center	A. Chadwick	18	35.00
08-20-08	One Stroke Painting	WTH	12:30-02:30	Jones Senior Center	T. Gilmore	18	35.00
09-16-08	SAT Preparation	TTH	06:00-09:00	Jones County Center	TBA	3	TBA

**FIRE/EMS Fall 2008**

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
Ongoing	EMS Continuing Education Schedule	TH	07:00-10:00	Jones County Center	C. Tyndall	1	FREE
Ongoing	EMS Continuing Education Schedule	T	07:00-10:00	Comfort VFD	C. Tyndall	1	FREE
Ongoing	EMS Continuing Education Schedule	M	07:00-10:00	Wyse Fork VFD	C. Tyndall	1	FREE
10-15-08	CPR	W	06:00-10:00	Jones County Center	M. Jordan	2	50

**Defensive Driving Fall 2008**

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
09-06-08	Defensive Driving	SA	08:00-12:00	Jones County Center	D. Philyaw	1	50.00
10-04-08	Defensive Driving	SA	08:00-12:00	Jones County Center	D. Philyaw	1	50.00
10-23-08	Defensive Driving	TH	06:00-10:00	Jones County Center	D. Philyaw	1	50.00
11-01-08	Defensive Driving	SA	08:00-12:00	Jones County Center	D. Philyaw	1	50.00
12-06-08	Defensive Driving	SA	08:00-12:00	Jones County Center	D. Philyaw	1	50.00

**Computer Classes -Fall 2008**

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
08-20-08	Keytrain Lab	W	06:00-09:00	Jones County Center	D. Kantz	12	60.00
09-08-08	Microsoft Office	MW	12:00-03:00	Jones County Center	D. Kantz	12	60.00
09-09-08	Computer Training for Farmers (FACT)	T	06:00-09:00	Jones County Center	L. Stancill	9	55.00
09-11-08	Web Page Design	TH	06:00-09:00	Jones County Center	TBA	5	55.00
09-25-08	Internet, Email, and Social Networking	TTH	12:00-03:00	Jones County Center	D. Kantz	5	55.00
10-30-08	Keyboarding	TTH	12:00-03:00	Jones County Center	D. Kantz	5	55.00

**Escort Driving-Fall 2008**

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
TBA	Escort Certification	TBA	TBA	Jones County Center	J. Surlles	1	50.00
TBA	Escort Recertification	TBA	TBA	Jones County Center	J. Surlles	1	50.00

**Basic Skills - Fall 2008**

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
08-18-08	Adult High School/GED	M-TH	08:00-01:00	Jones County Center	F. Seymour	18	FREE
08-18-08	GED Online	Online	Online	Internet	D. Kantz	18	FREE
08-18-08	English as a Second Language (ESL)	MTH	06:00-09:00	Jones County Center	C. Zuttel	18	FREE
08-18-08	Adult Basic Education	M	06:00-09:00	Comfort Library	S. Ward	18	FREE
08-19-08	Adult Basic Education	TTH	06:30-09:30	Maysville Library	S. Shepard	18	FREE
08-19-08	Adult Basic Education	T	09:30-12:30	Pilgrims Home Church	E. Burkett	18	FREE
08-19-08	Adult Basic Education	T	05:00-08:00	Jones County Center	N. Brown	18	FREE
08-20-08	Adult Basic Education	WTH	10:00-12:00	Jones Senior Center	N. Brown	18	FREE

**Health Sciences- Fall 2008**

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
08-25-08	Nurse Aide I	M-TH	08:30-12:30	Jones County Center	D.Creech	12	65.00
09-09-08	Pharmacy Tech	TTH	05:30-09:30	Jones County Center	TBA	13	65.00
09-15-08	Nurse Aide II	MTWTH	01:00-05:00	Jones County Center	P. Haskins	13	65.00
09-22-08	Medical Receptionist	MW	12:00-03:00	Jones County Center	D. Kantz	12	65.00
12-02-08	Phlebotomy	TTH	06:00-10:00	Jones County Center	B. Jolley	21	65.00
TBA	Medical Terminology	TBA	TBA	Jones County Center	D. Kantz	TBA	TBA
TBA	Pharmacy Tech (Online)	Online	Online	Internet	TBA	12	65.00
TBA	Medical Transcription (Online)	Online	Online	Internet	TBA	TBA	TBA

**Miscellaneous Classes -Fall 2008**

DATE	CLASS	DAY	TIME	LOCATION	INSTRUCTOR	WKS	FEE
09-11-08	Waste Water Treatment Systems	TH	06:00-09:00	Jones County Center	P. Onidi	12	60.00
09-23-08	Spanish for Emergency and Health Professionals	T	06:00-09:00	Jones County Center	TBA	5	55.00
10-08-08	Effective Teacher Training	MW	05:30-08:30	Jones County Center	D. Johnston	5	55.00
10-28-08	Intro to Acting and Auditioning	TTH	06:00-09:00	Jones County Center	J. Tyndall	5	55.00
TBA	Construction Trades	TBA	TBA	Jones County Center	TBA	12	65.00