

Auto Dealers

This course reviews basic NC laws, provides updates, and renews dealer's license. Participants must hold a current Auto Dealer's license to attend this class.

Course #: L-3196

Start • End Date: 09/13/11 • 09/13/11

Day: T **Time:** 9:00A – 3:30P

Cost: 65.00 **Location Code:** LLC

Building Location: Main Bldg Rm 120

Instructor: Larry Davis

Course #: H-3871

Start • End Date: 10/25/11 • 10/25/11

Day: T **Time:** 9:00A – 4:00P

Cost: 65.00 **Location Code:** HMC

Building Location: Con Ed Rm 219

Instructor: Larry Davis

Course #: L-3197

Start • End Date: 11/08/11 • 11/08/11

Day: T **Time:** 9:00A – 3:30P

Cost: 65.00 **Location Code:** LLC

Building Location: Main Bldg Rm 120

Instructor: Larry Davis

Course #: H-3872

Start • End Date: 12/15/11 • 12/15/11

Day: Th **Time:** 9:00A – 4:00P

Cost: 65.00 **Location Code:** HMC

Building Location: Con Ed Rm 219

Instructor: Larry Davis

Aviation Ground School for Private Pilots

Learn aircraft systems and flight operations, aerodynamics, aviation weather observations and forecasts, aircraft performance, and navigation. Successful completion of this course prepares students for the FAA knowledge test for single-engine airplanes.

Course #: L-3198

Start • End Date: 08/16/11 • 12/13/11

Day: TTh **Time:** 7:00P – 8:30P

Cost: 175.00 **Location Code:** LLC

Building Location: Main Bldg Rm 216

Instructor: Adam Bowers

Banking Pre-Teller

The pre-teller training course is designed to provide basic skills to potential bank tellers at entry level. This course reflects the changing responsibilities of tellers and the most recent compliance information.

Course #: L-3226

Start • End Date: 08/15/11 • 10/10/11

Day: Th **Time:** 6:30P – 8:30P

Cost: 120.00 **Location Code:** LLC

Building Location: Main Bldg Rm 120

Instructor: Theresa Cry

Basic Electricity for the Apprentice/Helper

This course is designed to increase safety awareness and teach electrical concepts and basic repairs. Completion of this course could lead to employment as an electrician's helper or apprentice.

Course #: C-3287

Start • End Date: 09/15/11 • 11/03/11

Day: Th **Time:** 6:00P – 9:00P

Cost: 66.25 **Location Code:** SCC

Building Location: Bldg 046 Rm 102

Instructor: Michael Kreibick

Bioprocess Technology

This course will prepare students for employment in the bioprocess industry as process technicians. In addition, it will be a preparation course to take the Bioprocess Technician Certification exam.

Course #: C-3298

Start • End Date: 08/22/11 • 12/07/11

Day: MW **Time:** 9:00A – 12:15P

Cost: 176.25 **Location Code:** PMC

Building Location: Bldg 042 Rm 207

Instructor: Jerry Koontz

Commercial Drivers License

Students will gain information and understanding of material within the driver manual in order to pass the written CDL test required by the DMV. General knowledge of pre-trip inspection, skill test, and driving test will be covered.

Course #: C-3296
Start • End Date: 09/06/11 • 09/22/11
Day: TTh **Time:** 6:00P – 9:00P
Cost: 65.00 **Location Code:** PMC
Building Location: Bldg 041 Conf Rm 1
Instructor: Bobby Lawson

Course #: C-3297
Start • End Date: 10/11/11 • 10/27/11
Day: TTh **Time:** 6:00P – 9:00P
Cost: 65.00 **Location Code:** PMC
Building Location: Bldg 041 Conf Rm 1
Instructor: Bobby Lawson

Cosmetology – Advanced Exfoliation Hands-On

Provides eight (8) continuing education hours in the knowledge and techniques of exfoliation.

Course #: L-3199
Start • End Date: 08/27/11 • 08/27/11
Day: Sa **Time:** 8:00A – 5:00P
Cost: 71.25 **Location Code:** LMC
Building Location: Budd Hall Rm 603
Instructor: Jean Ettefagh

Cosmetology – Facial Makeup Hands-On

Provides eight (8) continuing education hours in the use of cosmetics, cosmetic color theory, and make-up process for any occasion.

Course #: L-3201
Start • End Date: 09/10/11 • 09/10/11
Day: Sa **Time:** 8:00A – 5:00P
Cost: 65.00 **Location Code:** LMC
Building Location: Budd Hall Rm 603
Instructor: Jean Ettefagh

Course #: L-3202
Start • End Date: 11/05/11 • 11/05/11
Day: Sa **Time:** 8:00A – 5:00P
Cost: 65.00 **Location Code:** LMC
Building Location: Budd Hall Rm 603
Instructor: Jean Ettefagh

Cosmetology in Spanish

This course allows students who speak Spanish fluently to obtain their cosmetology certificates by completing 1500 hours.

Course #: H-3876
Start • End Date: 08/15/11 • 10/13/11
Day: MTWTh **Time:** 3:30P – 10:30P
Cost: 181.25 **Location Code:** DUNN
Building Location: Dunn Cosmetology
Instructor: Rosa D. Del Toro

Course #: H-3875
Start • End Date: 09/06/11 • 10/13/11
Day: MTWTh **Time:** 8:00A – 3:30P
Cost: 181.25 **Location Code:** HMC
Building Location: Bldg 4
Instructor: Zorida Cruz

Cosmetology – Intro to Esthetics Hands-On

Provides eight (8) continuing education hours in the use of cleansing, preservation of health, and beautification of skin and body.

Course #: L-3200
Start • End Date: 10/08/11 • 10/08/11
Day: Sa **Time:** 8:00A – 5:00P
Cost: 65.00 **Location Code:** LMC
Building Location: Budd Hall Rm 603
Instructor: Jean Ettefagh

Customer Service Excellence

Through classroom discussions, role playing, and video vignettes, students will become proficient in the delivery of customer service.

Course #: C-3313
Start • End Date: 11/02/11 • 12/07/11
Day: W **Time:** 1:00P – 4:00P
Cost: 189.00 **Location Code:** PMC
Building Location: Bldg 042 Conf Rm 2
Instructor: Jess Spiller

Effective Teacher Training

Sessions included are learning experiences, time management, instructional methods, preparation, monitoring student interaction, non-instructional duties, and evaluation. Recommended for substitute teachers, teacher assistants, and prospective teachers.

Course #: C-3280

Start • End Date: 09/13/11 • 10/13/11

Day: TTh **Time:** 6:00P – 9:00P

Cost: 120.00 **Location Code:** PMC

Building Location: Bldg 042 Conf Rm 2

Instructor: Sandra Stancil

Course #: C-3281

Start • End Date: 10/29/11 • 11/19/11

Day: Sa **Time:** 8:00A – 4:00P

Cost: 120.00 **Location Code:** PMC

Building Location: Bldg 042 Conf Rm 2

Instructor: Sandra Stancil

Electrical Contractor – Analysis of NEC Changes

Students will receive updated information on latest changes in the National Electric Code and NC Electric Code. Class provides four hours of required CE credits.

Course #: L-3203

Start • End Date: 08/18/11 • 08/18/11

Day: Th **Time:** 8:00A – 12:00P

Cost: 65.00 **Location Code:** LLC

Building Location: Main Bldg Rm 120

Instructor: Richard Holt

Course #: L-3204

Start • End Date: 10/20/11 • 10/20/11

Day: Th **Time:** 8:00A – 12:00P

Cost: 65.00 **Location Code:** LLC

Building Location: Main Bldg Rm 120

Instructor: Richard Holt

Electrical Contractor – Bonding and Grounding

Learn information necessary for grounding and bonding in compliance with NEC Article 250. Class provides four hours of required CE credits.

Course #: L-3205

Start • End Date: 08/18/11 • 08/18/11

Day: Th **Time:** 1:00P – 5:00P

Cost: 65.00 **Location Code:** LLC

Building Location: Main Bldg Rm 120

Instructor: Richard Holt

Course #: L-3206

Start • End Date: 10/20/11 • 10/20/11

Day: Th **Time:** 1:00P – 5:00P

Cost: 65.00 **Location Code:** LLC

Building Location: Main Bldg Rm 120

Instructor: Richard Holt

Electrical – Residential Wiring

Provides an in-depth, hands-on knowledge of the principles of electrical wiring as it applies to residential applications. Course leads to skills needed for employment in the wiring industry.

Course #: L-3207

Start • End Date: 08/16/11 • 11/22/11

Day: TW **Time:** 6:00P – 10:00P

Cost: 176.25 **Location Code:** TBD

Building Location: TBD

Instructor: Richard Holt

General Contractor Licensing Preparation

This course is designed to guide and assist licensing candidates in their successful preparation for the NC General Contractor's Examination (both residential and commercial building classifications, with the emphasis on residential). *Approximate book cost \$600.00.*

Course #: C-3277

Start • End Date: 09/01/11 • 11/17/11

Day: Th **Time:** 6:30P – 10:00P

Cost: 120.00 **Location Code:** SCC

Building Location: Bldg 046 Rm 215

Instructor: John Sutton

Getting Paid to Talk

Have you ever been told that you have a great voice? This exciting class will explore numerous aspects of voice-over work for tv, film, radio, audio books, documentaries and the Internet in your area. We will cover all the basics, including how to prepare the all-important demo, how to be successful, and how to earn great income in this exciting field.

Course #: L-3176

Start • End Date: 10/24/11 • 10/24/11

Day: M **Time:** 6:30P – 9:00P

Cost: 19.00 **Location Code:** LLC

Building Location: Main Bldg Rm 120

Instructor: David Rodwell

Massage Therapy I

The major goal of this course is to prepare students to administer a professional massage in a clinical environment. This implies a thorough understanding of the human body, its anatomy, and its physiology. In addition, students will be expected to practice allied modalities that may enhance their ability to succeed in the field of massage therapy.

Course #: H-3878

Start • End Date: 08/17/11 • 12/19/11

Day: TWTh **Time:** 5:00P – 10:00P

Cost: 181.25 **Location Code:** HMC

Building Location: Con Ed Rm 218

Instructor: Henrike Ramer-Bowman

Notary Public

The Notary Public course is designed for the person working for a new commission, provides needed information for those already commissioned, and persons wishing to be commissioned as a Notary.

Course #: H-3866

Start • End Date: 08/20/11 • 08/20/11

Day: Sa **Time:** 8:00A – 4:30P

Cost: 65.00 **Location Code:** HMC

Building Location: Con Ed Rm 219

Instructor: Patsy Payne

Course #: C-3282

Start • End Date: 09/09/11 • 09/09/11

Day: F **Time:** 9:00A – 4:30P

Cost: 65.00 **Location Code:** PMC

Building Location: Bldg 042 Conf Rm 2

Instructor: Faye Senter

Course #: L-3184

Start • End Date: 09/13/11 • 09/15/11

Day: TTh **Time:** 6:00P – 9:30P

Cost: 65.00 **Location Code:** LLC

Building Location: Main Bldg Rm 215

Instructor: Patsy Payne

Course #: H-3867

Start • End Date: 09/17/11 • 09/17/11

Day: Sa **Time:** 8:00A – 4:30P

Cost: 65.00 **Location Code:** HMC

Building Location: Con Ed Rm 219

Instructor: Patsy Payne

Course #: C-3283

Start • End Date: 10/06/11 • 10/06/11

Day: Th **Time:** 9:00A – 4:30P

Cost: 65.00 **Location Code:** PMC

Building Location: Bldg 042 Conf Rm 2

Instructor: Faye Senter

Course #: L-3185

Start • End Date: 10/11/11 • 10/13/11

Day: TTh **Time:** 6:00P – 9:30P

Cost: 65.00 **Location Code:** LLC

Building Location: Main Bldg Rm 220H

Instructor: Patsy Payne

Course #: H-3868

Start • End Date: 10/15/11 • 10/15/11

Day: Sa **Time:** 8:00A – 4:30P

Cost: 65.00 **Location Code:** HMC

Building Location: Con Ed Rm 219

Instructor: Patsy Payne

Course #: C-3284**Start • End Date:** 11/03/11 • 11/03/11**Day:** Th **Time:** 9:00A – 4:30P**Cost:** 65.00 **Location Code:** PMC**Building Location:** Bldg 042 Conf Rm 2*Instructor: Faye Senter***Course #:** L-3186**Start • End Date:** 11/15/11 • 11/17/11**Day:** TTh **Time:** 6:00P – 9:30P**Cost:** 65.00 **Location Code:** LLC**Building Location:** Main Bldg Rm 120*Instructor: Patsy Payne***Course #:** H-3869**Start • End Date:** 11/19/11 • 11/19/11**Day:** Sa **Time:** 8:00A – 4:30P**Cost:** 65.00 **Location Code:** HMC**Building Location:** Con Ed Rm 219*Instructor: Patsy Payne***Course #:** C-3285**Start • End Date:** 12/02/11 • 12/02/11**Day:** F **Time:** 9:00A – 4:30P**Cost:** 65.00 **Location Code:** PMC**Building Location:** Bldg 042 Conf Rm 2*Instructor: Faye Senter***Course #:** L-3187**Start • End Date:** 12/13/11 • 12/15/11**Day:** TTh **Time:** 6:00P – 9:30P**Cost:** 65.00 **Location Code:** LLC**Building Location:** Main Bldg Rm 120*Instructor: Patsy Payne***Course #:** H-3870**Start • End Date:** 12/17/11 • 12/17/11**Day:** Sa **Time:** 8:00A – 4:30P**Cost:** 65.00 **Location Code:** HMC**Building Location:** Con Ed Rm 219*Instructor: Patsy Payne***Plumbing for Homeowners and Plumber Assistants**

This class will familiarize participants with the basic understanding of residential plumbing components, with emphasis on installation, maintenance, and repair of them. It is designed for homeowners and those interested in becoming plumber assistants.

Course #: C-3327**Start • End Date:** 09/14/11 • 11/16/11**Day:** W **Time:** 7:00P – 9:00P**Cost:** 66.25 **Location Code:** SCC**Building Location:** Bldg 046 Rm 102*Instructor: Charlie McLaurin***Real Estate Post-license: Selected Topics**

Approved Real Estate Commission Broker Post-license course, 30 hr. continuing education credit. Selected Topics. Course #303.

Course #: L-3212**Start • End Date:** 10/20/11 • 11/22/11**Day:** TTh **Time:** 6:00P – 9:00P**Cost:** 120.00 **Location Code:** DAWCC**Building Location:** Rm 102*Instructor: Kathy Woodell***Small Engine Repair**

In this course students will learn the basics of small engine repair.

Course #: H-3879**Start • End Date:** 08/16/11 • 10/27/11**Day:** TTh **Time:** 9:00A – 1:00P**Cost:** 181.25 **Location Code:** HMC**Building Location:** Con Ed Rm 202*Instructor: Kevin Hutchens***Course #:** L-3177**Start • End Date:** 09/06/11 • 11/15/11**Day:** T **Time:** 6:00P – 10:00P**Cost:** 121.25 **Location Code:** LMC**Building Location:** Joyner 512*Instructor: Kevin Hutchens***Course #:** H-3943**Start • End Date:** 09/07/11 • 11/16/211**Day:** W **Time:** 6:00P – 10:00P**Cost:** 120.00 **Location Code:** HMC**Building Location:** Con Ed Rm 202*Instructor: Kevin Hutchens*

Vehicle Safety Inspection and OBD

Prepares auto technicians and service personnel as OBD inspectors for motor vehicles. Course topics include regulations and test inspection procedures required by the NC DMV Enforcement Section for OBD emission inspectors. Students must be able to read and write in English and possess a driver's license valid in North Carolina. For optimum learning, students should complete Vehicle Safety Inspection prior to OBD.

Vehicle Safety Inspection**Course #:** L-3213**Start • End Date:** 09/06/11 • 09/08/11**Day:** TTh **Time:** 6:00P – 10:00P**Cost:** 65.00 **Location Code:** LMC**Building Location:** Joyner 516*Instructor: Peter Eckley***Course #:** L-3214**Start • End Date:** 10/04/11 • 10/06/11**Day:** TTh **Time:** 6:00P – 10:00P**Cost:** 65.00 **Location Code:** LMC**Building Location:** Joyner 516*Instructor: Peter Eckley***Course #:** L-3215**Start • End Date:** 11/01/11 • 11/03/11**Day:** TTh **Time:** 6:00P – 10:00P**Cost:** 65.00 **Location Code:** LMC**Building Location:** Joyner 516*Instructor: Peter Eckley***Course #:** L-3216**Start • End Date:** 12/06/11 • 12/08/11**Day:** TTh **Time:** 6:00P – 10:00P**Cost:** 65.00 **Location Code:** LMC**Building Location:** Joyner 516*Instructor: Peter Eckley***OBD****Course #:** L-3208**Start • End Date:** 08/16/11 • 08/18/11**Day:** TTh **Time:** 6:00P – 10:00P**Cost:** 65.00 **Location Code:** LMC**Building Location:** Joyner 516*Instructor: Peter Eckley***Course #:** L-3209**Start • End Date:** 09/20/11 • 09/22/11**Day:** TTh **Time:** 6:00P – 10:00P**Cost:** 65.00 **Location Code:** LMC**Building Location:** Joyner 516*Instructor: Peter Eckley***Course #:** L-3217**Start • End Date:** 10/18/11 • 10/20/11**Day:** TTh **Time:** 6:00P – 10:00P**Cost:** 65.00 **Location Code:** LMC**Building Location:** Joyner 516*Instructor: Peter Eckley***Course #:** L-3218**Start • End Date:** 11/15/11 • 11/17/11**Day:** TTh **Time:** 6:00P – 10:00P**Cost:** 65.00 **Location Code:** LMC**Building Location:** Joyner 516*Instructor: Peter Eckley***Course #:** L-3219**Start • End Date:** 12/13/11 • 12/15/11**Day:** TTh **Time:** 6:00P – 10:00P**Cost:** 65.00 **Location Code:** LMC**Building Location:** Joyner 516*Instructor: Peter Eckley***OBD Refresher****Course #:** L-3210**Start • End Date:** 10/11/11 • 10/11/11**Day:** T **Time:** 6:00P – 10:00P**Cost:** 65.00 **Location Code:** LMC**Building Location:** Joyner 516*Instructor: Peter Eckley***Course #:** L-3211**Start • End Date:** 12/20/11 • 12/20/11**Day:** T **Time:** 6:00P – 10:00P**Cost:** 65.00 **Location Code:** LMC**Building Location:** Joyner 516*Instructor: Peter Eckley*

Vital Learning Supervision Series

This course will prepare the student for employment as a first or second level supervisor.

Course #: C-3276

Start • End Date: 09/13/11 • 10/25/11

Day: T **Time:** 1:00P – 5:00P

Cost: 260.00 **Location Code:** PMC

Building Location: Bldg 42 Conf Rm 2

Instructor: Jess Spiller

Welding I

This course will include sawing, shearing, and chiseling for any related fabrication process. It gives an excellent experience for students looking for work in “fab shops,” for example, machine building. Basic welding experience is required.

Course #: H-3877

Start • End Date: 08/16/11 • 12/20/11

Day: T **Time:** 6:00P – 9:00P

Cost: 181.25 **Location Code:** HMC

Building Location: Con Ed Rm 202

Instructor: Joshua Britton

Welding – MIG

This course is designed to teach the practical operation in the use of Gas Metal Arc Welding process. The course covers power sources, operation, shielding gases, and safe practices. Safety equipment is required.

Course #: C-3278

Start • End Date: 08/30/11 • 11/17/11

Day: TTh **Time:** 6:00P – 9:00P

Cost: 176.25 **Location Code:** SCC

Building Location: Bldg 046 Rm 101

Instructor: Bobby Piggie

Creative Writing**Fearless Fiction Craft – Works In Progress**

This class can help fiction writers transform their work through revision and rewriting. Participants will bring up to 12 pages of prose for in-class critique and revision. Participants learn the techniques of crafting and shaping fiction and apply them to their own work. Students have the outcome of more polished and powerful prose, plus an understanding of how to approach revision and critique.

Course #: C-3759

Start • End Date: 09/28/11 • 11/02/11

Day: W **Time:** 6:00P – 8:30P

Cost: 138.00 **Location Code:** PMC

Building Location: Bldg 041 Rm 225

Instructor: Marjorie Hudson



Imagery & Endings in Short Fiction

This class will begin by examining imagery-rich endings by contemporary short story such as Edward P. Jones, Bonnie Jo Campbell, and Jayne Anne Philips. Using Campbell's directive, "look and keep looking," participants will push themselves to stay with a moment long enough to find its inherent power and bring resonance to the story. Participants should bring a story with an ending that isn't quite there yet.

Course #: C-3760

Start • End Date: 08/27/11 • 08/27/11

Day: Sa **Time:** 1:00P – 4:00P

Cost: 40.00 **Location Code:** PMC

Building Location: Bldg 041 Rm 224

Instructor: Belle Boggs

Poetic Form and Song

Poets and song writers will explore examples of poems and songs using traditional poetry forms. Each student will choose a form to draft a poem or lyrics. Acoustic string instruments welcome.

Course #: C-3758

Start • End Date: 10/29/11 • 10/29/11

Day: Sa **Time:** 10:00A – 2:00P

Cost: 45.00 **Location Code:** PMC

Building Location: Bldg 042 Rm MPR

Instructor: Chris Bouton

Poetic Techniques and Workshop

Like any art, poetry requires using the tools of the trade, and knowing the techniques they require. The raw materials of poetry are words; over the long course of history, many tools and techniques have developed to shape words into beautiful and inspiring poetry. This class offers detailed discussion and practice with imagery, voice, diction, sound, rhyme, rhythm, figurative language, and poetic forms.

Course #: C-3761

Start • End Date: 09/06/11 • 10/25/11

Day: T **Time:** 7:00P – 9:00P

Cost: 135.00 **Location Code:** PMC

Building Location: Bldg 041 Rm 224

Instructor: Ralph Earle

Writing From Life: Session 1

Using a balance of lecture, exercise, and feedback on work, this course will give students a firm grounding in all the basics of memoir writing. Everything is presented in a clear, accessible, and supportive manner.

Course #: C-3762

Start • End Date: 08/17/11 • 10/05/11

Day: W **Time:** 6:30P – 8:30P

Cost: 135.00 **Location Code:** PMC

Building Location: Bldg 041 Rm 225

Instructor: Melissa Delbridge

Write Where You Are

The greatest impediment to writing is the feeling that where you are and what you're doing is not enough. If only I lived in Paris; if only I had a better laptop; if only I had more time to write. In this class we learn to shed delusionary fantasies of the writer you should be and embrace the writer you are. We'll focus on finding material for your writing from the very places you spend your time, the very people already in your life.

Course #: C-3755

Start • End Date: 08/25/11 • 10/13/11

Day: Th **Time:** 6:00P – 8:00P

Cost: 65.00 **Location Code:** PMC

Building Location: Bldg 041 Rm 226

Instructor: Tim McKee

