

CONTINUING EDUCATION
Division of Economic & Community Development

CCCC

Central Carolina Community College



FALL
2013

August 15 to
December 31

Chatham County
Harnett County
Lee County



CENTRAL
CAROLINA
COMMUNITY
COLLEGE

www.cccc.edu/ecd

CAREER READINESS CERTIFICATE (CRC)

Getting a North Carolina Career Readiness Certificate (CRC) allows career seekers and workers to show employers that the workers or career seekers possess the basic skills that jobs and employers require. Even if a high school diploma or a college degree is possessed by career seekers or workers, possessing a CRC verifies that career seekers or workers can handle the kinds of tasks—finding information, reading instructions and directions, even working with figures—that are common in today's workplace.

HOW IT WORKS

Building on a Proven Program The Certificate is based on established WorkKeys® assessment tests. (WorkKeys® is a comprehensive skills assessment tool recognized by thousands of companies in the U.S. and by state and federal agencies.) To earn a Career Readiness Certificate, individuals undergo testing related to reading, applied mathematics, and locating information through the WorkKeys® skills assessment system.

A Chance to Advance Individuals can earn three levels of Career Readiness Certificates based on their test performance in Applied Mathematics, Locating Information, and Reading for Information.

Bronze level: Signifies that a recipient possesses skills for approximately 30% of the jobs profiled by WorkKeys in these three specific skill areas.

Silver level: Signifies that a recipient possesses skills for approximately 65% of jobs profiled by WorkKeys in these areas.

Gold level: Signifies that a recipient possesses skills for 85% of jobs profiled by WorkKeys in the three areas.

CRC ASSESSMENTS

As mentioned above, CRC assessments test applicants in three major areas: Reading for Information, Locating Information, and Applied Mathematics. The different levels earned – bronze, silver and gold – signify increasing levels of difficulty in each area.

HOW TO EARN CERTIFICATION

Career seekers can obtain a Career Readiness Certificate by taking the WorkKeys® Assessments. Individuals who do not initially achieve the certificate can pursue targeted training and education through the Human Resources Development (HRD) Program. For more information on how the Career Readiness Certificate may be earned, call Patricia Stone-Hackett at (919) 777-7716 or pstone-hackett@cccc.edu

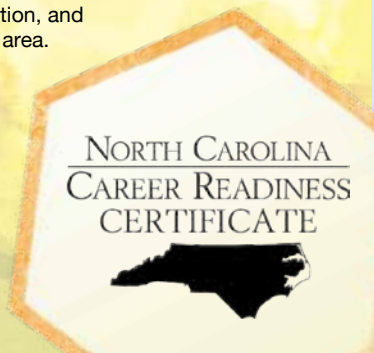
Career Readiness Certification Assessment Schedule

September 3, 2013
1:00P – 4:00P

October 15, 2013
3:00P – 7:00P

November 5, 2013
9:00A – 12:30P

December 5, 2013
8:30A – 12:00N



CHOICES FOR ADULT LEARNERS

EVENING COLLEGE



At Central Carolina Community College, we believe in choices. Look for more opportunities to further your education as CCCC expands its evening programs beginning in Fall 2013. We'll help you choose an academic program that fits your life!

Evening offerings include:

Barbering
Business/Accounting
Computer Hardware/Troubleshooting
Computer Information Technology
Cosmetology
Criminal Justice
Early Childhood
Electrical Controls

Hydraulics
Industrial Engineering Technician
Law Enforcement
Machining
Motorcycle Mechanics
Programmable Logic
University Transfer
Welding
And Much More!

For more information contact Mitchell Carr, Evening Programs Coordinator, at (919) 718-7249.

Continuing Education Fall Schedule 2013

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Central Carolina Community College is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools to award associate degrees, diplomas, and certificates. Contact the Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30333-4097 or call (404) 679-4500 for questions about the accreditation of Central Carolina Community College.

Note: The Commission on Colleges should be contacted only if there is evidence that appears to support an institution's significant non-compliance with a requirement or standard.



Registration opens on the following dates:
Tuesday, August 6 – Medical classes
Wednesday, August 7 – All other classes

Registration Phone Numbers

Chatham County: (919) 545-8044
Harnett County: (910) 814-8823
Lee County: (919) 777-7793

Continuing Education Fall Schedule 2013

REGISTRATION INFORMATION

- Registration for Fall 2013 Continuing Education courses begins on the following dates:

Tuesday, August 6: Medical classes

Wednesday, August 7: All other classes

Various classes begin throughout the year. Some information may change after this schedule is printed. For more up-to-date information about classes and fees, call the specific county number below.

WAYS TO REGISTER

ONLINE



- Search, register, and pay for some courses online through WebAdvisor. The following classes are excluded from online registration: medical classes, HRD courses, Alive at 25, defensive driving, and any classes that have prerequisites. Visit www.cccc.edu; click on the WebAdvisor logo at the top of the web site, and then follow the instructions to register.

IN-PERSON



- In-Person registration should be done at the Continuing Education Office in the county where the class is located or is supervised (for an online class) prior to a course's start date or on the designated dates for the beginning dates of registration for medical classes or other classes.
- Register in person by completing the Continuing Education Registration Form and submitting the form with your payment, check, cash, Visa, MasterCard, American Express, Discover, or money order to one of Central Carolina Community College's locations. Registration is complete when payment is made.
- Students may register at the following locations according to the following schedules on or after the following dates:

Tuesday, August 6: Medical classes

Wednesday, August 7: All other classes

Chatham County – Pittsboro Campus (764 West St., Pittsboro, NC)

Monday – Thursday	8:00 a.m. – 4:00 p.m.	Health/Small Business Bldg. (Building Two)
	4:00 p.m. – 8:00 p.m.	Main Bldg. (Building One)
Friday	8:30 a.m. – 12:00 noon	Health/Small Business Bldg. (Building Two)

Chatham County – Siler City Center (400 Progress Blvd., Siler City, NC)

Monday – Thursday	8:00 a.m. – 8:00 p.m.	•	Friday	8:00 a.m. – 12:00 noon
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Harnett County Campus – Continuing Education Bldg. Reception Area (1075 E. Cornelius Harnett Blvd., Lillington, NC)

Monday – Thursday	8:00 a.m. – 7:00 p.m.	•	Friday	8:00 a.m. – 3:30 p.m.
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Lee County – Lifelong Learning Center at W.B. Wicker (900 S. Vance Street, Suite 280, Sanford, NC)

Monday – Thursday	8:00 a.m. – 4:30 p.m.	•	Friday	8:00 a.m. – 3:00 p.m.
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CALL-IN



- Call-In Registration requires payment with Visa or MasterCard. Have the course number and title available when placing this call. Use the following numbers:

Chatham County: (919) 545-8044
Harnett County: (910) 814-8823
Lee County: (919) 777-7793
Ed2Go: (919) 718-7225

Continuing Education Fall Schedule 2013

Course Code

SS Self-Supporting

Days of the Week Codes

M Monday
 T Tuesday
 W Wednesday
 Th Thursday
 F Friday
 Sa Saturday
 Su Sunday

Location Codes

AC Angier Chamber, Angier, NC
 CHOS Chatham Hospital
 CTCC Carolina Trace Country Club
 DAWCC Dennis Wicker Civic Center
 ECTR Enrichment Center
 ESTC Emergency Services Training Center
 HGF Harnett Government Facility
 HMC Harnett Main Campus
 HYBRID Hybrid Class
 LAEC Lillington Adult Education Center
 LBUS Lee County Business
 LCHS Lee County High School
 LCI Lee County Industry
 LMC Lee Main Campus

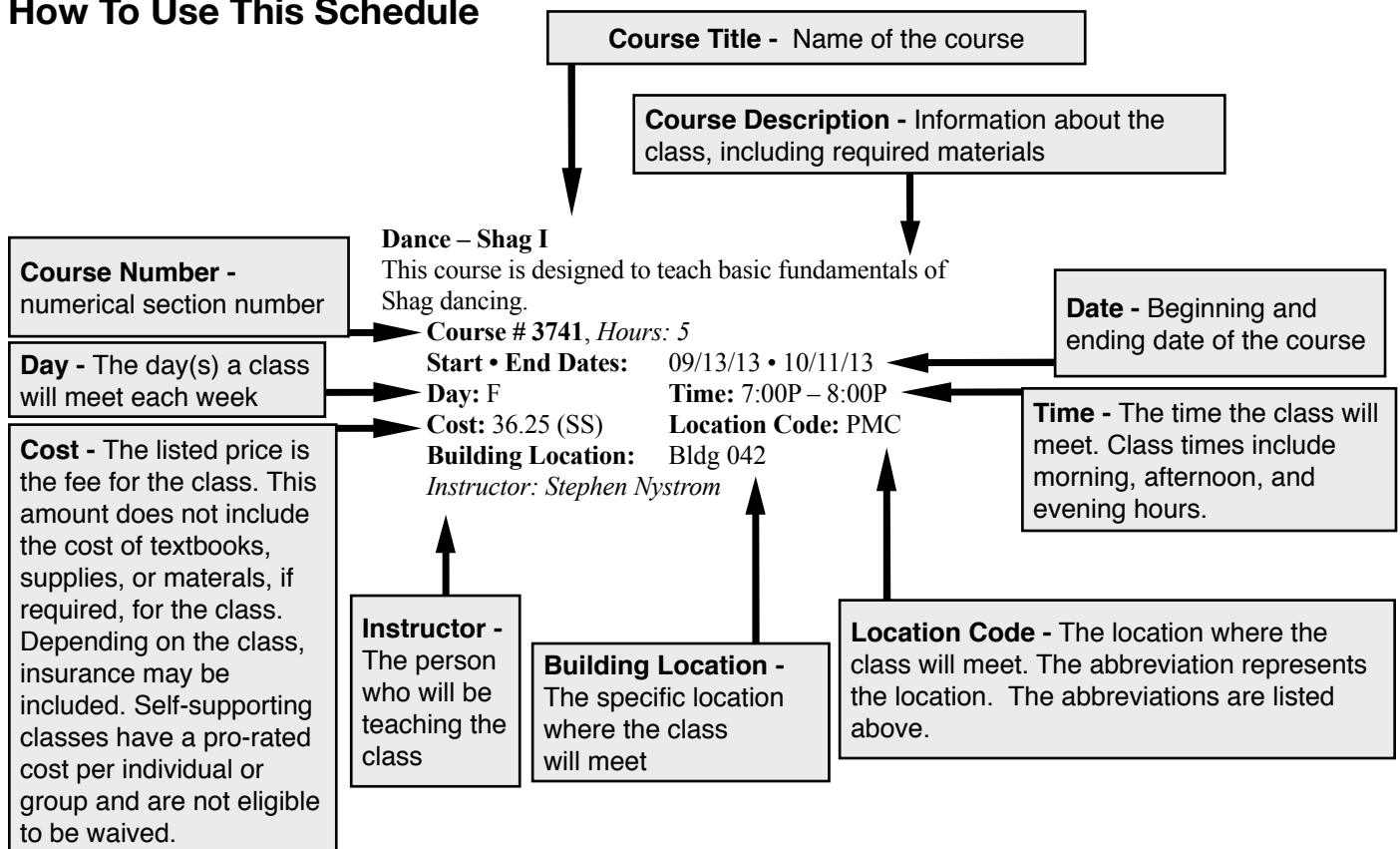
(Location Codes continued)

MMOA Moncure Museum of Art
 OGM Ole Gilliam Mill
 ONLINE Class is held online
 PMC Pittsboro Main Campus
 PTBO Class is held in Pittsboro
 REGA Raleigh Exec Airport
 SACC Sanford Area Chamber of Commerce
 SAGE Sage Academy
 SC Class located in Siler City
 SCC Siler City Center
 SCP Stone Crow Pottery
 SMNR Sandhills Manor
 STVC Stevens Center
 TSEC Triangle South (Dunn)
 WBW Lifelong Learning Center at W.B. Wicker
 WFRG Wes Farrell Range
 WHC West Harnett Center



Creative Retirement

How To Use This Schedule



For registration information, refer to page 2. For location key, refer to page 3.