Auto Dealers
This course reviews basic NC laws, provides updates, and renews dealer’s license.

Course #: H-2854
Start • End Date: 06/10/10 • 06/10/10
Day: T  Time: 9:00A – 4:00P
Cost: 65.00  Location Code: HMC
Building Location: Con Ed Rm 219

Course #: L-2146
Start • End Date: 06/17/10 • 06/17/10
Day: Th  Time: 9:00A – 3:30P
Cost: 65.00  Location Code: DWCC
Building Location: Rm 103

Course #: H-2855
Start • End Date: 08/12/10 • 08/12/10
Day: T  Time: 9:00A – 4:00P
Cost: 65.00  Location Code: HMC
Building Location: Con Ed Rm 219

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-2171  (JobsNOW course)
Start • End Date: 06/07/10 • 08/02/10
Day: MW  Time: 9:00A – 3:30P
Cost: 120.00  Location Code: LLC
Building Location: Main Bldg Rm 216

HRD/CRC (course required with L-2171)
Course #: L-2176
Start • End Date: 06/08/10 • 07/27/10
Day: T  Time: 6:00P – 9:00P
Cost: 65.00  Location Code: LLC
Building Location: TBD

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-2767
Start • End Date: 05/20/10 • 07/29/10
Day: Th  Time: 6:00P – 9:00P
Cost: 121.25  Location Code: PMC
Building Location: Bldg 1 Rm 117

Basic Nail Techniques
Provides continuing education hours in basic nail techniques.

Course #: L-2189
Start • End Date: 05/23/10 • 05/23/10
Day: Su  Time: 8:00A – 5:00P
Cost: 65.00  Location Code: LMC
Building Location: Budd Hall Rm 603

Commercial Driver’s License (CDL)
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-2770
Start • End Date: 05/18/10 • 06/03/10
Day: TTh  Time: 6:00P – 9:00P
Cost: 65.00  Location Code: LLC
Building Location: Bldg 1 Conf Rm 1

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

Course #: H-2870
Start • End Date: 05/24/10 • 08/12/10
Day: MTWTh  Time: 8:00A – 3:30P
Cost: 181.25  Location Code: HMC
Building Location: Bldg 4 Rm 407

Course #: H-2857
Start • End Date: 05/24/10 • 08/12/10
Day: MTWTh  Time: 3:30P – 10:30P
Cost: 181.25  Location Code: DUNN
Building Location: Dunn Cosmetology
Culinary
Join Chef Hamm for ServSafe, culinary, and hospitality essentials.

Course #: L-2184 (JobsNOW course)
Start • End Date: 06/21/10 • 08/06/10
Day: MTWTh Time: 9:30A – 5:30P
Cost: 176.25 Location Code: Café 121

HRD/CRC (course required with L-2184)
Course #: L-2190
Start • End Date: 06/21/10 • 07/15/10
Day: MTWTh Time: 11:00A – 1:00P
Cost: 65.00 Location Code: LLC
Building Location: Bldg A Rm 107A

Facial Make-up
Provides continuing education hours in the use of cosmetics, cosmetic color theory, and make-up process for any occasion.

Course #: L-2188
Start • End Date: 06/14/10 • 06/14/10
Day: M Time: 8:00A – 5:00P
Cost: 65.00 Location Code: LMC
Building Location: Budd Hall Rm 603

Course #: L-2193
Start • End Date: 08/01/10 • 08/01/10
Day: Su Time: 8:00A – 5:00P
Cost: 65.00 Location Code: LMC
Building Location: Budd Hall Rm 603

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-2775
Start • End Date: 05/18/10 • 06/17/10
Day: TTh Time: 6:00P – 9:00P
Cost: 120.00 Location Code: PMC
Building Location: Bldg 2 Rm 109

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 building classification with the emphasis on residential.)
Approximate book cost $600.00.

Course #: C-2769
Start • End Date: 05/20/10 • 08/05/10
Day: Th Time: 6:30P – 10:00P
Cost: 120.00 Location Code: SCC
Building Location: Rm 6
Intro to Esthetics
Provides continuing education hours in the cleansing, preservation of health, and beautification of skin and body.

Course #: L-2187
Start • End Date: 06/07/10 • 06/07/10
Day: M
Time: 8:00A – 5:00P
Cost: 65.00
Location Code: LMC
Building Location: Budd Hall Rm 603

Listening to Horses
Students will discover a new dynamic of learning how to improve their communication skills by doing groundwork with horses. This is a non-riding course; no experience required. Great for horse lovers and non-horse people as well.

Course #: L-2172
Start • End Date: 05/19/10 • 06/23/10
Day: W
Time: 5:30P – 7:30P
Cost: 126.25
Location Code: LDF
Building Location: Leaning Dogwood Farm

MIG Welding
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-2771 (JobsNOW course)
Start • End Date: 05/18/10 • 08/05/10
Day: TTh
Time: 6:00P – 9:00P
Cost: 176.25
Location Code: SC
Building Location: Sage Academy

Notary Public
The Notary Public course is designed for the person working for a new commission and provides needed information for those already commissioned.

Course #: C-2762
Start • End Date: 06/03/10 • 06/03/10
Day: Th
Time: 9:00A – 4:00P
Cost: 65.00
Location Code: PMC
Building Location: Bldg 2 Rm 109

Course #: H-2851
Start • End Date: 06/17/10 • 07/08/10
Day: Th
Time: 8:00A – 4:30P
Cost: 65.00
Location Code: HMC
Building Location: Con Ed Rm 219

Real Estate Pre-licence Course
Approved real estate pre-licence course covering introductory real estate principles and practices: agency relationships and duties, legal and ethical considerations, and working with sellers. Prepares students for the state exam to obtain a provisional license.

Course #: S-2457
Start • End Date: 08/09/10 • 10/11/10
Day: MT
Time: 6:00P – 10:00P
Cost: 175.00
Location Code: DWCC
Building Location: Dennis Wicker Civic Center
Real Estate Post-license Course: Broker Agency and Relations, 301
Approved real estate commission broker postlicense course, 30-hour continuing education credit. Topics include: agency relationships and legal duties, the functions and responsibilities when working with residential sellers and buyers, issues associated with agent compensation, agents changing firms, license status, and education issues.

Course #: S-2458
Seminar Date: 08/10/10 • 09/09/10
Day: TTh
Time: 6:00P – 9:00P
Cost: 120.00
Location Code: DWCC
Building Location: Dennis Wicker Civic Center

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.

Vehicle Safety Inspection
Course #: L-2143
Start • End Date: 06/08/10 • 06/10/10
Day: TTh
Time: 6:00P – 10:00P
Cost: 65.00
Location Code: LMC
Building Location: Joyner 516

Course #: L-2144
Start • End Date: 07/06/10 • 07/08/10
Day: TTh
Time: 6:00P – 10:00P
Cost: 65.00
Location Code: LMC
Building Location: Joyner 516

Course #: L-2145
Start • End Date: 08/10/10 • 08/12/10
Day: TTh
Time: 6:00P – 10:00P
Cost: 65.00
Location Code: LMC
Building Location: Joyner 516

OBD
Course #: L-2137
Start • End Date: 05/25/10 • 05/27/10
Day: TTh
Time: 6:00P – 10:00P
Cost: 65.00
Location Code: LMC
Building Location: Joyner 516

Course #: L-2139
Start • End Date: 07/27/10 • 07/29/10
Day: TTh
Time: 6:00P – 10:00P
Cost: 65.00
Location Code: LMC
Building Location: Joyner 516

OBD Refresher
Course #: L-2140
Start • End Date: 05/18/10 • 05/18/10
Day: T
Time: 6:00P – 10:00P
Cost: 65.00
Location Code: LMC
Building Location: Joyner 516

Course #: L-2142
Start • End Date: 07/13/10 • 07/13/10
Day: T
Time: 6:00P – 10:00P
Cost: 65.00
Location Code: LMC
Building Location: Joyner 516

For Registration information, refer to page 3. For Location Key, refer to page 6.
Creative Writing

Mining Memory and Images to Generate New Poetry
Through memory and images, Maureen Sherbondy will show students how to generate new poetry. Each student will write new poems, learn how to revise, and how to give constructive feedback.

Course #: C-2742
Start • End Date: 08/14/10 • 08/14/10
Day: Sa Time: 1:00P – 5:00P
Cost: 50.00 Location Code: PMC
Building Location: Bldg 1 Rm 216

Write Your Life Story
Karen Pullen will provide a step-by-step process for you to create a written record of your life – a wonderful way to show your unique and priceless experience.

Course #: C-2735
Start • End Date: 06/02/10 • 07/28/10
Day: W Time: 9:30A – 11:30P
Cost: 95.00 Location Code: PMC
Building Location: Bldg 1 Rm 216

Opening up to Creativity with the Artists Way
This class is designed for individuals who want to become more productive writers by freeing up their creative energies through a journey of self-discovery. Laurie Billman will help participants explore their attitudes toward creativity, challenge misconceptions and myths, and help access your creative side.

Course #: C-2740
Start • End Date: 05/22/10 • 05/22/10
Day: Sa Time: 10:00A – 4:30P
Cost: 55.00 Location Code: PMC
Building Location: Bldg 1 Rm 224

Writing Creative Nonfiction and the Personal Essay
Linda Hobson will instruct how to see, understand, and learn to use the elements of fiction and nonfiction to enrich and make more coherent one’s personal essays.

Course #: C-2727
Start • End Date: 05/20/10 • 07/15/10
Day: Th Time: 11:00A – 1:00P
Cost: 100.00 Location Code: PMC
Building Location: Bldg 2 Rm 204

Writing Fiction – Nuts and Bolts
Published author, Judith Stanton, will be reviewing the basic skills that fiction writers need to master when preparing a manuscript for submission. These include: plot and character development, point of view, dialogue issues and genre expectations, as well as how to write query letters and synopses.

Course #: C-2736
Start • End Date: 05/20/10 • 06/24/10
Day: Th Time: 6:00P – 9:00P
Cost: 106.00 Location Code: PMC
Building Location: Bldg 1 Rm 216

Writing to Change the World: Communicating Your Passion for the Environment
Susan Ketchin will equip students with the basic tools of writing effectively and persuasively about environment issues. This course prepares individuals for writing editorials, blogs, and op-ed pieces for an interested reading audience.

Course #: C-2741
Start • End Date: 05/18/10 • 06/29/10
Day: T Time: 7:00P – 9:00P
Cost: 100.00 Location Code: PMC
Building Location: Bldg 1 Rm 224

Short Fiction Workshop: Taking Your Story to the Next Level
Marjorie Hudson will help students analyze and empower their own short fiction or novel chapter. Students will review certain elements in their manuscripts and find ways to sharpen those elements to bring great power to their work.

Course # C-2731
Start • End Date: 08/07/10 • 08/07/10
Day: Sa Time: 10:00A – 4:30P
Cost: 50.00 Location Code: PMC
Building Location: Bldg 2 Conf 2