Learn ecotourism without going to the jungle.... or explore your own interest.

**Fall Registration:**
**August 4th for medical & real estate classes**
**August 5th for all other classes**

Chatham County: (919) 542-6495, ext. 223
Harnett County: (910) 814-8823
Lee County: (919) 718-7225

Customized Training...
We Can Help

Industry Services provides customized training to industry in our three-county service area through the Customized Training and the Productivity Enhancement Training programs. Services include consultation, instructional funding, and materials at little or no cost to the industry.

(919) 718-7212
1105 Kelly Drive • Sanford, NC 27330
# Continuing Education Fall Schedule 2009

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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.
Continuing Education Fall Schedule 2009

CONTINUING EDUCATION POLICIES

Tuition and Fees/Fee Schedule
• Refunds for Continuing Education courses are made as follows: 100% if requested before a course begins or if the course is cancelled; 75% if requested after a course begins, but before 10% of the total class meetings.

• A limited number of need-based scholarships are available for Continuing Education students.

Registration
• Register at least one week prior to the first class meeting for all Continuing Education courses. The college reserves the right to cancel a course based on enrollment. All registrations must be received before a course reaches 10% of its scheduled hours.

Course Repetition Policy
• Repeating occupational courses more than one time at the regular registration fee is prohibited by state regulations. Students taking a course more than twice in a five-year period will be required to pay the total cost of the course. This rule applies to courses taken since July 1, 1993. This regulation does not apply to licensure and certification courses.

• Students may enroll in personal enrichment classes an unlimited number of times provided space is available and new students in a particular class are not displaced. Preference will be given to first-time enrollees. Repeat students will be allowed to enroll on the first scheduled class date if space permits.

Continuing Education Units (CEUs)
• The Division of Continuing Education will award Continuing Education Units (CEUs) for appropriate programs. The Commission on Colleges defines the CEU as follows: “One Continuing Education Unit (CEU) is ten (10) contact hours of participation in an organized continuing education experience under responsible sponsorship, capable direction, and qualified instruction.” CEUs reported to the Department of Public Instruction require a certificate of credit issued by the Division of Continuing Education.

Students should notify instructors at the beginning of a course if CEUs are needed for public instruction certification.
REGISTRATION INFORMATION

• Registration for Fall 2009 Continuing Education courses begins the following dates:
  **August 4**: Medical and Real Estate classes
  **August 5**: All other classes
  *(Classes begin throughout the year.)*

Ways to Register

**Walk-In Registration**

- Walk-In Registration allows registration at a Continuing Education office prior to a course's start date. Cash, check, or Visa/MasterCard are accepted forms of payment.

- Students may register at the following locations according to the following schedules on or after the following dates:
  **Tuesday, August 4** for Medical and Real Estate classes and
  **Wednesday, August 5** for all other classes

**Chatham County – Pittsboro Campus**
- Monday – Thursday: 8:00 a.m. – 4:00 p.m. Health/Small Business Bldg.
- 4:00 p.m. – 8:00 p.m. Main Bldg.
- Friday: 8:30 a.m. – 12:00 noon Health/Small Business Bldg.

**Chatham County – Siler City Center**
- Monday – Thursday: 8:00 a.m. – 8:00 p.m.
- Friday: 8:00 a.m. – 12:00 noon

**Harnett County Campus (Continuing Education Bldg, Reception Area)**
- Monday – Thursday: 8:00 a.m. – 7:00 p.m.
- Friday: 8:00 a.m. – 3:30 p.m.

**Lee County - Continuing Education Office (Budd Hall)**
- Monday – Thursday: 8:00 a.m. – 7:00 p.m.
- Friday: 8:00 a.m. – 3:30 p.m.

**Call-In Registration**

- 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) 542-6495, ext. 223
  - Harnett County: (910) 814-8823
  - Lee County: (919) 718-7225
Continuing Education Fall Schedule 2009

CONTACT INFORMATION

Basic Skills & Adult High School Programs
• Chatham County:
  Sara Lambert ...................(919) 742-2715, ext. 23
• Harnett County:
  Melody McGee ..............(910) 814-1123
• Lee County:
  Evangeline Smith .........(919) 776-7323

Para mas informacion en espanol—llame al numero: ............(919) 776-7323 x 210

Occupational Courses
• Chatham County:
  Carl Thompson, Sr. ..(919) 542-6495, ext. 224
• Harnett County:
  Len Royals ..................(910) 814-8832
• Lee County:
  Angela Rivera ..........(919) 718-7225

Enrichment Courses
• Chatham County:
  Maggie Zwilling ........(919) 542-6495, ext. 228
• Harnett County:
  Barbara Avery ............(910) 814-8823
• Lee County:
  Charlotte Baggett ......(919) 718-7394

Ed2Go
Ramona Leftwich .........(919) 542-6495, ext. 223

Emergency Services Training —
EMS, Fire, Law Enforcement, and Rescue Training
Landis Phillips ..........(919) 776-5601

Human Resources Development Courses
• Chatham County:
  Delphine Womack .......(919) 542-6495, ext. 219
• Harnett County:
  Nicole Brown ..........(910) 814-8852
• Lee County:
  Phyllis Huff ..........(919) 718-7405

GED Testing Information
• Chatham, Harnett, and Lee Counties:
  Larry Tipton ............(919) 776-7323

Customized Training
• Chatham, Harnett, and Lee Counties:
  Cathy Swindell ........(919) 718-7212

Small Business Workshops, Seminars, and Counseling
• Chatham County:
  Gary Kibler ..........(919) 542-6495, ext. 215
• Harnett County:
  Nancy Blackman ......(910) 892-2884
• Lee County:
  Jim Felton ..........(919) 774-6442

Why Leave Home to Learn? Our Classes Come to YOU!
• Hundreds of courses in a wide range of subjects
• Take online courses from the comfort of your home or office
• Affordable cost
• New sections start monthly
• Courses run for 6 weeks
• Interactive discussions and live instructor support
• Certificate of completion

Education To Go — Online Classes - www.ed2go.com/cccc
See Page 3 for registration information. Students must have an email address to register for online classes. For class descriptions and instructor profiles, visit www.ed2go.com/cccc. For more information or to register, contact the Chatham, Harnett, or Lee Continuing Education offices or Ramona Leftwich, CCCC Education To Go representative, at (919) 542-6495, ext. 223.

Fall start dates: August (08/19/09), September (09/16/09), October (10/21/09), November (11/11/09), December (12/09/09). Registration deadline is at least 48 hours prior to start date. For a complete list of classes and detailed descriptions, go to www.ed2go.com/cccc.
SERVICES TO STUDENTS WITH DISABILITIES

• No individual shall, by reason of disability, be excluded from the participation in, be denied the benefits of, or be subjected to discrimination under any program or activity for which otherwise qualified. The college may make program adjustments in instructional delivery and may provide supplemental services to enable students with disabilities to participate in activities compatible with students’ conditions and interests.

• Every candidate for General Educational Development (GED) should have a fair opportunity to demonstrate his/her knowledge and skills under appropriate test conditions. For some candidates, a disability may interfere with their ability to fully demonstrate what they know under standard testing conditions.

• Accommodations in testing are available for adults with documented physical disabilities as well as learning disabilities, attention-deficit/hyperactivity disorder, and emotional or psychological disabilities. Each request is considered on an individual basis.

• If you would like to request accommodations or need additional information, contact one of the following individuals:

  Chatham County — Pittsboro  Judy Herndon  (919) 542-6496, ext. 211
  Chatham County — Siler City  Georgia Durso  (919) 742-2715, ext. 21
  Harnett County  Carma Baggett  (910) 814-1123
  Lee County  Sue Tipton  (919) 776-7323

You may also contact Larry Tipton, GED Chief Examiner, at (919) 776-7706 or via email at ltipton@cccc.edu.

Books and So Much More!

Stop in the bookstore for all the things you need and stuff you want: textbooks, apparel, supplies, gifts and other merchandise.

Monday: 7:30 am – 7:00 pm
Tuesday – Friday: 7:30 am – 3:30 pm

(919) 718-7275 • (800) 682-8353, ext. 7275

Bookstores are located on Lillington, Pittsboro, and Sanford campuses
Continuing Education Fall Schedule 2009

Location Key

Course Codes
C  Chatham County
H  Harnett County
L  Lee County
S  Small Business Centers
X  Emergency Services Training
Y  Human Resources Development (HRD)

Days of the Week Codes
M  Monday
T  Tuesday
W  Wednesday
Th  Thursday
F  Friday
Sa  Saturday
Su  Sunday

Location Codes
DUNN  Dunn Cosmetology
DWCC  Dennis Wicker Civic Center
ECTR  Enrichment Center
ESTC  Emergency Services Training Center
HMC  Harnett Main Campus
JON  Jonesboro Center
HYBRID  Hybrid Class
LAEC  Lillington Adult Education Center
LMC  Lee Main Campus
MMOA  Moncure Museum of Art
ONLINE  Class is held online
PMC  Pittsboro Main Campus
SACC  Sanford Area Chamber of Commerce
SC  Siler City Center
SCMC  Siler City Main Campus
SMNR  Sandhills Manor
STVC  Stevens Center
TSEC  Triangle South (Dunn)
WFRG  Wes Farrell Range

How To Use This Schedule

Course Title - Name of the course.
Course Description - Information about the class, including required materials.
Canvas Painting with Kathleen Ward
This course introduces the participant to basic oil/acrylic paints, techniques, color theory and compositional development.

Course #: C-3750
Start • End Date: 10/15/09 • 11/12/09
Day: Th
Cost: 110.00
Building Location: Bldg 1 Rm 226

Date - Beginning and ending date of the course
Time - The time the class will meet. Class times include morning, afternoon, and evening hours.

Location Code - The location where the class will meet. The abbreviation represents the location. The abbreviations are listed in Location Key above.
Chatham County:

Adult High School Diploma (AHSD)
Complete the high school credits necessary to receive your Adult High School Diploma. Classes are offered day, evening, and online.

Start • End Date: 08/11/09 • 10/13/09
Day: MTWTh  Time: 8:30A – 1:30P
Day: MTWTh  Time: 5:00P – 8:00P
Cost: Free  Location Code: PMC / SCC
Building Location: Pittsboro Campus, Rm 213 / Siler City Center, Rm 11

Adult Basic Education (ABE)
Improve your reading, writing, and math skills through classroom instruction.

Start • End Date: 08/03/09 • 12/15/09
Day: TWH  Time: 9:00A – 12:00P
Cost: Free  Location Code: SCC
Building Location: Siler City Center, Rm 6

Start • End Date: 08/03/09 • 12/15/09
Day: TTh  Time: 12:30P – 3:30P
Cost: Free  Location Code: SCC
Building Location: Siler City Center, Rm 9

Start • End Date: 08/03/09 • 12/15/09
Day: TTh  Time: 5:00P – 8:00P
Cost: Free  Location Code: SCC
Building Location: Siler City Center, Rm 4

Compensatory Education
Compensatory Education classes serve adults with cognitive disabilities. Classes help students acquire the skills needed to be successful in daily living.

Start • End Date: 08/03/09 • 12/15/09
Day: M–F  Time: 8:30A – 3:00P
(1:00P on Fridays)
Day: MW  Time: 6:00P – 9:00P
Location Code: SCC
Building Location: Siler City Center, Rm 4

English as a Second Language (ESL)
Learn to read and write in English. Improve your English speaking skills. Aprende a leer y escribir en ingles.

Start • End Date: 08/03/09 • 12/15/09
Day: M–F  Time: 9:00A – 12:00P
Cost: Clases son gratis.
Location Code: SCC
Building Location: Siler City Center

Start • End Date: 08/03/09 • 12/15/09
Day: M–Th  Time: 3:00P – 9:00P
Cost: Clases son gratis.
Location Code: SCC
Building Location: Siler City Center

General Educational Development (GED)
The GED high school credential can help move you to the next level – college or a better job.

Start • End Date: 08/03/09 • 12/15/09
Day: TWH  Time: 9:00A – 12:00P
Day: TTh  Time: 4:00P – 8:00P
Cost: Free  Location Code: SCC
Building Location: Siler City Center, Rm 1

Start • End Date: 08/03/09 • 12/15/09
Day: TTh  Time: 9:00A – 12:00P
Day: TTh  Time: 5:00P – 8:00P
Cost: Free  Location Code: PMC
Building Location: Pittsboro Campus, Rm 216

Note: Graduates of Adult High School Diploma and General Educational Development may receive a voucher for one free college course (Continuing Education or Curriculum) to be taken at Central Carolina Community College within one year after graduation.
Harnett County:

Adult High School Diploma (AHSD)
Complete the high school credits necessary to receive your diploma.

**Start • End Date:** 08/17/09 • 12/17/09  
**Day:** MTWThF  
**Cost:** Free  
**Building Location:** Rm 0014

Adult Basic Education (ABE)
Improve your reading, writing, and math skills through classroom instruction.

**Start • End Date:** 08/17/09 • 12/17/09  
**Day:** MTWTh  
**Cost:** Free  
**Building Location:** Rm 0019

Compensatory Education
These classes serve adults with cognitive disabilities. Classes help students acquire skills needed for daily living.

**Start • End Date:** 09/01/09 • 12/21/09  
**Day:** MTWThF  
**Cost:** Free  
**Building Location:** Rm 0015

English as a Second Language (ESL)
Learn to read and write in English. Improve your English speaking skills.

**Start • End Date:** 08/17/09 • 12/17/09  
**Day:** MTWTh  
**Cost:** Free  
**Building Location:** LAEC

General Educational Development (GED)
The GED diploma can help move you to the next level – college or a better job.

**Start • End Date:** 08/17/09 • 12/17/09  
**Day:** MTWTh  
**Cost:** Free  
**Building Location:** LAEC

Note: Graduates of Adult High School Diploma and General Educational Development may receive a voucher for one free college course (Continuing Education or Curriculum) to be taken at Central Carolina Community College within one year after graduation.
Lee County:

Adult High School Diploma (AHSD)
Complete the high school credits necessary to receive your Adult High School Diploma. Classes are offered day, evening, and online.

- **Start • End Date:** 08/17/09 • 12/08/09
- **Day:** MTWThF  **Time:** 8:15A – 12:15P
- **Day:** MTWTh  **Time:** 6:00P – 9:00P
- **Cost:** Free
- **Building Location:** Jonesboro Campus

Adult Basic Education (ABE)
Improve your reading, writing, and math skills through classroom instruction.

- **Start • End Date:** 08/17/09 • 12/08/09
- **Day:** MTWThF  **Time:** 8:15A – 12:15P
- **Cost:** Free
- **Location Code:** JON
- **Building Location:** Jonesboro Campus

Compensatory Education
Compensatory Education classes serve adults with cognitive disabilities. Classes help students acquire the skills needed to be successful in daily living.

- **Start • End Date:** 08/17/09 • 12/08/09
- **Day:** M–Th  **Time:** 8:00A – 12:00Noon
- **Cost:** Free
- **Location Code:** STVC
- **Building Location:** Stevens Center

English as a Second Language (ESL)
Learn to read and write in English. Improve your English speaking skills. Aprende a leer y escribir en ingles.

- **Start • End Date:** 08/17/09 • 12/08/09
- **Day:** M–Th  **Time:** 8:15A – 12:15P
- **Day:** M–Th  **Time:** 12:15P – 3:15P
- **Day:** MTh  **Time:** 6:00P – 9:00P
- **Cost:** Classes son gratis.
- **Location Code:** JON
- **Building Location:** Jonesboro Center

General Educational Development (GED)
The GED high school equivalency can help move you to the next level – college and/or obtain a better job.

- **Start • End Date:** 08/17/09 – 12/08/09
- **Day:** MTWThF  **Time:** 8:15A – 12:15P
- **Day:** MTWThF  **Time:** 12:15P – 3:15P
- **Day:** MTWTh  **Time:** 6:00P – 9:00P
- **Cost:** Free
- **Location Code:** JON
- **Building Location:** Jonesboro Center

Note: Graduates of Adult High School Diploma and General Educational Development may receive a voucher for one free college course (Continuing Education or Curriculum) to be taken at Central Carolina Community College within one year after graduation.
Basic Drawing with Kathleen Ward
Rediscover your early sense of joy in drawing while you learn basic techniques and explore your own creative vision. Gain confidence as we move from simple to more complex forms and subjects of still life, landscape, and figure. No art experience necessary. Materials list provided with registration.

Course #: C-3751
Start • End Date: 10/31/09 • 11/10/09
Day: T
Time: 7:00P – 9:30P
Cost: 115.00
Location Code: PMC
Building Location: TBD

Canvas Painting with Kathleen Ward
Become confident painting on canvas in oil or acrylic by understanding various classic materials and methods. Working from a variety of subjects, expand your skills and learn to see and paint as an artist. Receive individual guidance provided by a professional artist and expert instructor. Introductory and intermediate level students welcome. Materials list provided with registration.

Course #: C-3750
Start • End Date: 10/15/09 • 11/12/09
Day: Th
Time: 7:00P – 9:30P
Cost: 115.00
Location Code: PMC
Building Location: Bldg 1 Rm 226

Basket Weaving
Beginning basket weavers will create baskets using basic techniques of basket weaving, while intermediate/advanced students will create more intricate and complex styles of weaving. Students will make 8-10 baskets of their choice. ATTENDANCE REQUIRED AT ORIENTATION.

Course #: C-3719
Start • End Date: 08/17/09 • 10/26/09
Day: M
Time: 9:00A – 12:00P
Cost: 75.00
Location Code: PMC
Building Location: Bldg 1 Rm 226
Orientation: 08/11/09 • 9:00A–10:00A

Course #: C-3720
Start • End Date: 08/17/09 • 10/26/09
Day: M
Time: 9:00A – 12:00P
Cost: 75.00
Location Code: PMC
Building Location: Bldg 1 Rm 216
Orientation: 08/11/09 • 9:00A–10:00A

Course #: C-3721
Start • End Date: 08/18/09 • 10/27/09
Day: T
Time: 9:00A – 12:00P
Cost: 75.00
Location Code: PMC
Building Location: Bldg 1 Rm 226
Orientation: 08/11/09 • 9:00A–10:00A

For Registration information, refer to page 3. For Location Key, refer to page 6.
Blacksmithing
Students will learn the basics of blacksmithing techniques: the use of the forge, hand tools, and making a variety of shapes from stock steel.
Course #: C-3701
Start • End Date: 09/12/09 • 10/31/09
Day: Sa
Time: 9:00A – 1:00P
Cost: 127.25
Location Code: SC
Building Location: Sage Academy

Handweaving
Beginning students will produce projects while learning the basics of handweaving; more advanced students will hone their skills working on projects of their choice.
Course #: C-3718
Start • End Date: 09/01/09 • 10/20/09
Day: T
Time: 6:30P – 8:30P
Cost: 65.00
Location Code: SC
Building Location: Arts Incubator

Oriental Brush Painting
Provides students with instruction on the fine art of bamboo and orchid painting
Course #: L-3170
Start • End Date: 09/14/09 • 11/16/09
Day: M
Time: 9:00A – 12:00P
Cost: 50.00
Location Code: JON
Building Location: Jonesboro Rm 5

Photography – Advanced Photographic & Creative Techniques
This course is designed to introduce students to digital portrait photography; students will use their own subjects for class projects.
Course #: C-3722
Start • End Date: 08/31/09 • 10/12/09
Day: M
Time: 6:00P – 9:00P
Cost: 65.00
Location Code: PMC
Building Location: Bldg 1 Rm 225

Pottery – Wheelthrowing (Beginning)
Beginning potters learn to throw basic forms on the wheel, create and attach handles, trim pots on the wheel, and standard glazing techniques.
Clay fee $10.00.
Course #: C-3708
Start • End Date: 08/24/09 • 10/05/09
Day: M
Time: 6:00P – 9:00P
Cost: 70.00
Location Code: SC
Building Location: Arts Incubator

Pottery – Wheelthrowing (Intermediate)
This course is designed to challenge students who have some wheel experience and to build on previous skills through repetition and reflection. Students will learn to match amount of clay with size of piece as well as recentering, trimming, and finishing.
Clay fee $10.00.
Course #: C-3706
Start • End Date: 08/26/09 • 09/30/09
Day: W
Time: 6:00P – 9:00P
Cost: 70.00
Location Code: SC
Building Location: Arts Incubator

Course #: C-3707
Start • End Date: 10/14/09 • 11/18/09
Day: W
Time: 6:00P – 9:00P
Cost: 70.00
Location Code: SC
Building Location: Arts Incubator
### Pottery – Wheelthrowing (Advanced)

The primary learning objectives for this course are to learn advanced skills used on the potter’s wheel and improve upon personal techniques. Students will work on different forms such as tall cylinders, bottles, domes, mugs, bowls, plates, lids, and much more.

*Clay fee $10.00.*

<table>
<thead>
<tr>
<th>Course #</th>
<th>Start • End Date</th>
<th>Day</th>
<th>Time</th>
<th>Cost</th>
<th>Location Code</th>
<th>Building Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-3711</td>
<td>08/27/09 • 10/08/09</td>
<td>Th</td>
<td>2:00P – 5:00P</td>
<td>65.00</td>
<td>SC</td>
<td>Arts Incubator</td>
</tr>
<tr>
<td>C-3712</td>
<td>10/22/09 • 12/03/09</td>
<td>Th</td>
<td>2:00P – 5:00P</td>
<td>65.00</td>
<td>SC</td>
<td>Arts Incubator</td>
</tr>
</tbody>
</table>

### Pottery – Cone 10

Students learn how to glaze and fire in a cone 10 salt kiln.

*Clay fee $10.00.*

<table>
<thead>
<tr>
<th>Course #</th>
<th>Start • End Date</th>
<th>Day</th>
<th>Time</th>
<th>Cost</th>
<th>Location Code</th>
<th>Building Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-3713</td>
<td>10/10/09 • 10/22/09</td>
<td>FsSa</td>
<td>12:00P-5:00P,10:00A-8:00P</td>
<td>100.00</td>
<td>SC</td>
<td>Arts Incubator</td>
</tr>
</tbody>
</table>

### Pottery – Exploring Form and Surface

This course is designed to allow students to learn more advanced techniques to enhance their pottery skills.

<table>
<thead>
<tr>
<th>Course #</th>
<th>Start • End Date</th>
<th>Day</th>
<th>Time</th>
<th>Cost</th>
<th>Location Code</th>
<th>Building Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-3745</td>
<td>12/05/09 • 12/06/09</td>
<td>Sa,Su</td>
<td>9:30A – 5:00P</td>
<td>215.00</td>
<td>SC</td>
<td>Arts Incubator</td>
</tr>
</tbody>
</table>

### Pottery – Hand Building: Hard Slab Construction

Learn the skills and techniques of hand building such as design, scoring, slipping, glazing, and firing.

*Clay fee $10.00*

<table>
<thead>
<tr>
<th>Course #</th>
<th>Start • End Date</th>
<th>Day</th>
<th>Time</th>
<th>Cost</th>
<th>Location Code</th>
<th>Building Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-3714</td>
<td>11/01/09 • 11/15/09</td>
<td>Su</td>
<td>1:00P – 6:00P</td>
<td>75.00</td>
<td>SC</td>
<td>Arts Incubator</td>
</tr>
</tbody>
</table>

### Pottery – Open Studio Session I

This time provides currently enrolled pottery students with the opportunity to hone their skills while working on class projects.

<table>
<thead>
<tr>
<th>Course #</th>
<th>Start • End Date</th>
<th>Day</th>
<th>Time</th>
<th>Cost</th>
<th>Location Code</th>
<th>Building Location</th>
</tr>
</thead>
<tbody>
<tr>
<td>C-3743</td>
<td>08/29/09 • 10/10/09</td>
<td>Sa</td>
<td>9:00A – 1:00P</td>
<td>40.00</td>
<td>SC</td>
<td>Arts Incubator</td>
</tr>
</tbody>
</table>

### Pottery – Open Studio Session II

This time provides currently enrolled pottery students with the opportunity to hone their skills while working on class projects.

<table>
<thead>
<tr>
<th>Course #</th>
<th>Start • End Date</th>
<th>Day</th>
<th>Time</th>
<th>Cost</th>
<th>Location Code</th>
<th>Building Location</th>
</tr>
</thead>
<tbody>
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<td>C-3744</td>
<td>10/17/09 • 11/21/09</td>
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<td>9:00A – 1:00P</td>
<td>40.00</td>
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<td>Arts Incubator</td>
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### Raku – Advanced Firing and Glaze Technique

This course expands on basic firing techniques and teaches students how to prepare glazes while making, decorating, and raku firing pots.

*Clay fee $10.00.*

<table>
<thead>
<tr>
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<th>Start • End Date</th>
<th>Day</th>
<th>Time</th>
<th>Cost</th>
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<td>3:00P–7:00P, 9:00A–5:00P</td>
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### Raku – Kiln Building

Learn to construct a portable Raku kiln.

<table>
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<th>Start • End Date</th>
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<th>Time</th>
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<tr>
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<td>51.25</td>
<td>SC</td>
<td>Arts Incubator</td>
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</table>

### Sculpture – Concrete Sculpture 4

Gain first-hand experience with using concrete as a sculpting medium.

<table>
<thead>
<tr>
<th>Course #</th>
<th>Start • End Date</th>
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<td>Sage Academy</td>
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For Registration information, refer to page 3. For Location Key, refer to page 6.
Artistry and Craftsmanship  Fall 2009

Welding for Beginners
In these creative, fun and hands-on workshops students will learn how to use a MIG welder and a plasma cutter in order to create a functional piece of art with steel.
Metal fee $30.00.
Course #: C-3703
Start • End Date: 09/14/09 • 11/16/09
Day: M  Time: 6:00P – 9:00P
Cost: 133.25  Location Code: SC
Building Location: Sage Academy

Welding – Outdoor Art, Arbors and Gates
Not for the beginner, in this course you will learn the process and design of outdoor art, arbors and gates, including design, layout, and construction.
Course #: C-3702
Start • End Date: 09/16/09 • 11/18/09
Day: FSa  Time: 6:00P – 10:00P
Cost: 121.25  Location Code: SC
Building Location: Sage Academy

For additional arts and craftsmanship courses, please check the Personal Enrichment section.

Creative Writing Program

- The Creative Writing Program at CCCC offers non-credit classes and workshops in fiction, poetry, non-fiction, and creative inspiration.
- All classes meet on the Pittsboro campus.
- Beginning and experienced writers are welcome. All writers will find motivation, energy, and creative insights in these classes.

For more information, visit pages 42 — 43 or www.cccc.edu/creativewriting

“Go confidently in the direction of your dreams —
live the life you have imagined.”

—Henry David Thoreau
Beginning Computer
This course introduces computer-use skills, internet skills and email capabilities; and develops skills in setting up files, editing, work documents, and much more.

Course #: C-3933
Start • End Date: 09/01/09 • 11/03/09
Day: T
Time: 5:45P – 7:15P
Cost: 65.00
Location Code: PMC
Building Location: Bldg 2 Rm 208

Course #: C-3931
Start • End Date: 09/14/09 • 11/16/09
Day: M
Time: 5:30P – 7:00P
Cost: 65.00
Location Code: SCMC
Building Location: Rm 7

Course #: H-3876
Start • End Date: 09/14/09 • 11/16/09
Day: M
Time: 6:00P – 9:00P
Cost: 120.00
Location Code: HMC
Building Location: TBD

Course #: C-3935
Start • End Date: 10/08/09 • 12/03/09
Day: Th
Time: 9:00A – 12:00P
Cost: 65.00
Location Code: PMC
Building Location: Bldg 1 Rm 222

Introduction to Computers
Learn to operate a personal computer by exploring computer concepts and building skills and vocabulary using the Windows operating system.

Course #: L-3189
Start • End Date: 09/07/09 • 10/26/09
Day: M
Time: 6:00P – 9:00P
Cost: 65.00
Location Code: LMC
Building Location: Wilkinson Rm 214

Course #: S-3500
Start • End Date: 09/01/09 • 09/29/09
Day: Tu
Time: 6:00P – 9:00P
Cost: 55.00
Location Code: TSEC
Building Location: Triangle South Enterprise Center

Introduction to MS Access
This course is designed to teach the basic nuances of MS Access 2003 and bring a novice to an intermediate level of database construction and file management.

Course #: C-3937
Start • End Date: 08/31/09 • 11/30/09
Day: M
Time: 6:00P – 8:00P
Cost: 120.00
Location Code: PMC
Building Location: TBD

Harnessing the Power of the Web/Digital Media & Communications
A hands-on discovery of essential tools for research, communication, and personal growth, recommended for anyone wishing to enhance their Internet experience with web technologies.

Course #: C-3975
Start • End Date: 09/03/09 • 10/22/09
Day: Th
Time: 6:00P – 8:30P
Cost: 65.00
Location Code: PMC
Building Location: Bldg 1 Rm 223

For Registration information, refer to page 3. For Location Key, refer to page 6.
**Introduction to MS Excel**

Students will learn to plan and create spreadsheets, populate cells, merge cells, write and troubleshoot formulas, use templates, and merge worksheets within a workbook. MS Excel 2007 is used.

**Course #**: C-3934  
**Start • End Date**: 09/01/09 • 11/03/09  
**Day**: T  
**Time**: 7:30P – 9:00P  
**Cost**: 65.00  
**Location Code**: PMC  
**Building Location**: Bldg 2 Rm 208

**Introduction to QuickBooks**

This is an introductory course in QuickBooks and will assist the beginner with the basics of this accounting system for you or your small business.

**Course #**: S-3501  
**Start • End Date**: 09/02/09 • 10/07/09  
**Day**: W  
**Time**: 6:00P – 9:00P  
**Cost**: 55.00  
**Location Code**: TSEC  
**Building Location**: Triangle South Enterprise Center

**Introduction to MS PowerPoint**

This course is designed to familiarize students with Microsoft PowerPoint 2007 and its applications.

**Course #**: C-3930  
**Start • End Date**: 09/10/09 • 11/12/09  
**Day**: Th  
**Time**: 6:00P – 8:00P  
**Cost**: 120.00  
**Location Code**: PMC  
**Building Location**: Bldg 2 Rm 208

**Introduction to Word & Excel**

This 5-week course covers the basics of Word & Excel.

**Course #**: S-3502  
**Start • End Date**: 09/03/09 • 10/01/09  
**Day**: Th  
**Time**: 6:00P – 9:00P  
**Cost**: 55.00  
**Location Code**: TSEC  
**Building Location**: Triangle South Enterprise Center

**Microsoft Word & Excel**

This course teaches a student the basics of Word and Excel to include: creating documents, envelopes, labels, and spreadsheets.

**Course #**: H-3877  
**Start • End Date**: 08/24/09 • 11/02/09  
**Day**: M  
**Time**: 6:00P – 9:00P  
**Cost**: 120.00  
**Location Code**: HMC  
**Building Location**: Continuing Education Rm 229

**Introduction to MS Word**

This course is designed to introduce the student to MS Word as a computer application used for composition, editing, formatting, and printing.

**Course #**: C-3936  
**Start • End Date**: 10/08/09 • 12/03/09  
**Day**: Th  
**Time**: 1:00P – 4:00P  
**Cost**: 65.00  
**Location Code**: PMC  
**Building Location**: Bldg 2 Rm 208

For Registration information, refer to page 3. For Location Key, refer to page 6.
Quickbooks Pro Introduction
Coordinate your accounting needs with this powerful software package. Discover how to set up books, process billing, manage accounts receivable and accounts payable, inventory, bank reconciliation, and financial statements.

Course #: L-3188
Start • End Date: 10/29/09 • 12/17/09
Day: Th Time: 5:00P – 8:00P
Cost: 65.00 Location Code: DWCC
Building Location: Dennis Wicker Civic Center

Word, Excel and the Internet
Learn to create documents and to enhance them using different formatting techniques; learn to integrate Word with other Microsoft software such as Excel; learn to safely surf the internet.

Course #: L-3187
Start • End Date: 08/20/09 • 10/29/09
Day: Th Time: 5:00P – 8:00P
Cost: 120.00 Location Code: DWCC
Building Location: Dennis Wicker Civic Center
Medical Occupations:
Anatomy & Physiology
This course is designed to introduce basic anatomy and physiology. Emphasis is placed on the relationship between body structure and function and the procedures common to health care.
Course #: H-3857
Start • End Date: 08/31/09 • 12/20/09
Day: Online Time: Online
Cost: 175.00 Location Code: ONLINE
Orientation: 08/24/09 • 9:00A – 11:00A • Con Ed 229

Home Health Hospice Aide
This course is designed to extend the knowledge base of a CNA I. Prerequisite: Current CNA.
Course #: H-3861
Start • End Date: 09/07/09 • 12/20/09
Day: Online Time: Online
Cost: 175.00 Location Code: HYBRID
Building Location: Triangle South
Orientation: 08/31/09 • 9:00A – 11:00A • Con Ed 229

Intro to Health Occupations
The course is designed to introduce students to application concepts to help basic health care.
Course #: H-3858
Start • End Date: 08/31/09 • 10/25/09
Day: Online Time: Online
Cost: 120.00 Location Code: ONLINE
Orientation: 08/24/09 • 9:00A – 11:00A • Con Ed 229

Medical Billing & Coding
This course prepares the student for entry level billing and coding positions. Prerequisite: Anatomy & Physiology/Medical Terminology.
Course #: H-3859
Start • End Date: 08/31/09 • 12/20/09
Day: Online Time: Online
Cost: 175.00 Location Code: ONLINE
Orientation: 08/24/09 • 9:00A – 11:00A • Con Ed 229

Medical Terminology
Medical Terminology is the introduction to the study of the structure of medical words and terms.
Course #: H-3860
Start • End Date: 09/28/09 • 12/20/09
Day: Online Time: Online
Cost: 175.00 Location Code: ONLINE
Orientation: 09/21/09 • 9:00A – 11:00A • Con Ed 229

For Registration information, refer to page 3. For Location Key, refer to page 6.
Nursing Assistant I Hybrid
This course provides a student with fundamental nursing skills essential for providing patient care services under the direction and supervision of a Registered Nurse.

Course #: H-3864
Start • End Date: 11/02/09-02/21/10
Day: Online    Time: Online
Cost: 181.25   Location Code: HYBRID
Building Location: Triangle South
Orientation: 10/26/09 • 9:00A – 11:00A • Con Ed 229

Nursing Assistant II Hybrid
This course provides a student with fundamental nursing skills essential for providing patient care services under the direction and supervision of a Registered Nurse.

Course #: H-3863
Start • End Date: 09/28/09 • 12/20/09
Day: Online    Time: Online
Cost: 181.25   Location Code: HYBRID
Building Location: Triangle South
Orientation: 09/21/09 • 9:00A – 11:00A • Con Ed 229

Nursing Assistant Refresher Hybrid
The online course provides a refresher of the fundamental nursing skills essential for providing patient care services under the direction and supervision of a Registered Nurse.

Course #: H-3862
Start • End Date: 09/28/09 • 12/20/09
Day: Online    Time: Online
Cost: 120.00   Location Code: HYBRID
Building Location: Triangle South
Orientation: 09/21/09 • 9:00A – 11:00A • Con Ed 229

Professional Development:
Effective Teacher Training – Online
Develop instructional preparation, time management, and presentation skills; discipline strategies; and hands-on activities for the classroom; become familiar with NC school laws and administrative expectations.

Course #: L-3122
Start • End Date: 11/2/09 • 12/11/09
Day: Online    Time: Online
Cost: 120.00   Location Code: ONLINE

For Registration information, refer to page 3. For Location Key, refer to page 6.
Ed2Go Fall 2009

Education To Go — Online Classes - www.ed2go.com/cccc
See Page 3 for registration information. Students must have an email address to register for online classes. For class descriptions and instructor profiles, visit www.ed2go.com/cccc. For more information or to register, contact the Chatham, Harnett, or Lee Continuing Education offices or Ramona Leftwich, CCCC Education To Go representative, at (919) 542-6495, ext. 223. Fall start dates: August (08/19/09), September (09/16/09), October (10/21/09), November (11/11/09), December (12/09/09). Registration deadline is at least 48 hours prior to start date. For a complete list of classes and detailed descriptions, go to www.ed2go.com/cccc.

Hundreds of Classes....

A Writer’s Guide to Descriptive Settings
Accounting Fundamentals
Administrative Assistant Applications
Adolescents, Understanding
Aging Parents, Assisting
An Introduction to Teaching ESL/EFL
Anatomy and Physiology, Human
Arts and Crafts Business, Start Your Own
ASP.NET, Introduction to
Braille Transcription, Beginning
Business
C++ Programming
Caterer, Secrets of the
Children, Writing for
Classroom Discipline Problems II, Solving
Communication
Computer Skills
Constitutional Law: Bill of Rights
Consulting Practice, Start Your Own
Creating the Inclusive Classroom
Criminal Law, Introduction to
CSS and XHTML
Customer Service, Managing
Database Development, Introduction to
Debt Elimination Techniques That Work
Designing Effective Websites
Differentiated Instruction in the Classroom
Difficult People, Achieving Success with
Digital Photography, Discover
Drawing for the Absolute Beginner
Dreamweaver
eBay Drop Off Store, Start Your Own
Editing, The Keys to Effective
Employment Law Fundamentals
European Art, Enjoying
Evidence Law
Finance, Personal
Flash MX 2004, Introduction to
Forensic Science for Writers
French
Genealogy Basics
Get Funny!
Grammar
Grant Writing
GRE Preparation - Part 1 & 2
Handling Medical Emergencies
Home-Based Business, Start and Operate your own
Homeschool With Success
Human Resources Function, Understanding
Illustrator CS3, Introduction to
InDesign CS3, Introduction to
Individual Excellence
Internet
Japanese, Conversational
Job Search, 12 Steps to a Successful
Journaling
Kids on the Internet, Guiding
Language Development in Childhood, Enhancing
Leadership
Learning Disabled Students, Working Successfully With
Learning Materials, Creating K-12
Life Story, Write Your
Linux, Introduction to
LSAT Preparation - Part 1 & Part 2
Luscious, Low-Fat, Lightning-Quick Meals
Magazine Writing, The Craft of
Manufacturing Fundamentals
Mastery of Business Applications
Math, Everyday
Medical Coding
Microsoft Programs
Money Management, Keys to Successful
Music Made Easy
Nurse Consulting, Legal

... And Many More!
Motorcycle Safety Training

Basic Rider Course (BRC) with George Schoenberger. BRC is designed for students who want to learn to ride a motorcycle and for re-entry riders who have not ridden in a long time. BRC students will ride motorcycles provided by the college. The BRC class meets on Friday 6:00P to 10:00P, Saturday and Sunday 8:00A to 6:00P and 100% attendance is required. BRC graduates receive an exemption from the NC DMV riding exam when applying for a motorcycle license and most insurance companies now offer discounts for BRC graduates.

The motorcycle safety classes are offered at the CCCC Emergency Services Training Center (ESTC). The ESTC is located off Hwy 78 between Sanford and Tramway on Airport Road at the Old Sanford/Lee County Airport site. Classes are limited to 12 students and are filled on a first come basis. Pre-registration and pre-payment are required!

To pre-register by credit card, please call (919) 776-5601. To pre-register in person, please go to the Emergency Services Training Center at 3000 Airport Road (Old Lee County Airport site). The class registration fee is $110.00. There is a 48 hr. minimum cancellation notice in order to receive a fee refund.

<table>
<thead>
<tr>
<th>Course #</th>
<th>Start • End Date</th>
<th>Day: FSSaSu</th>
<th>Time: 6:00P – 10:00P (F); 8:00A – 6:00P (SaSu)</th>
<th>Cost: 110.00</th>
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<th>Building Location: Emergency Services Training</th>
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</table>
Emergency Medical Services Training

The Emergency Services Training Center offers the following EMT classes throughout the calendar year: Medical Responder (MR), Emergency Medical Dispatch (EMD), Emergency Medical Technician (EMT), Emergency Medical Technician–Intermediate (EMT-I), and Emergency Medical Technician–Paramedic (EMT-P). All of the EMS classes are approved by the North Carolina Office of EMS and qualify the student for the OEMS state certification exam. Call Jerry Cornelison at the ESTC at (919) 777-7776 for additional class information, including dates and times.

Automotive Restoration Training

Do you have an antique car, muscle car, or just a project car that you want to restore but don’t have the shop and tools to do the job? If so, you might be interested in the automotive restoration class at the ESTC. Automotive Restoration covers the basic skills applicable to automobile restoration, street rod, and custom car building as well as commercial auto body repair. Skills covered include dent removal, repairing rust damage, use of body filler, metal and fiberglass repair, basic wire and oxy-acetylene, fabricating and installing patch panels, trim removal and installation, as well as other skills fundamental to the auto repair industry. Students are required to supply all necessary hand tools for their projects; CCCC will provide the major auto body tools, including air tools as well as supplies such as sandpaper. Students must supply their own body filler, primer, and paint. For additional information and schedules of upcoming classes, contact the ESTC at (919) 776-5601 or (919) 777-7779.
Health Occupations  Fall 2009

Anatomy and Physiology for Health Professionals
Introduces students to identification of body system components and functions relating this knowledge to the delivery of health care.

Course #: L-3184
Start • End Date: 8/18/09 • 10/8/09
Day: TTh
Time: 12:30P – 4:30P
Cost: 175.00
Location Code: JON
Building Location: Jonesboro Rm 6

Certified Coding Associate Review
Prepares certified coding associates with review of the roles and responsibilities of this position.

Course #: L-3153
Start • End Date: 11/5/09 • 12/10/09
Day: TTh
Time: 5:30P – 9:00P
Cost: 120.00
Location Code: LMC
Building Location: Fitness Rm 802

Anatomy & Physiology
This course is designed to introduce basic anatomy and physiology. Emphasis is placed on the relationship between body structure and function and the procedures common to health care.

Course #: H-3857
Start • End Date: 08/31/09 • 12/20/09
Day: Online
Time: Online
Cost: 175.00
Location Code: ONLINE
Building Location: Online
Orientation: 08/24/09 • 9:00A – 11:00A • Con Ed 229

CPR for the Healthcare Provider
This course is designed for the healthcare provider and follows current Red Cross guidelines for Adult, Child, and Infant cardiopulmonary resuscitation.

Course #: C-3769
Start • End Date: 08/26/09 • 08/27/09
Day: WTh
Time: 8:30A – 1:30P
Cost: 65.00
Location Code: SCMC
Building Location: Rm 2

Cardiac Monitoring Technician
Prepares the student to recognize and report changes in a patient’s heart rhythm.

Course #: C-3768
Start • End Date: 08/25/09 • 10/14/09
Day: TWH
Time: 10:00A – 2:00P
Cost: 181.25
Location Code: PMC
Building Location: Bldg 1 Rm 217
Orientation: 08/18/09 • 10:00A – 12:00P

Workplace Readiness for Health Careers (For C-3768)
A prerequisite for medical classes in Chatham County ONLY. This course is designed for the student to learn the language, job description, and daily activities of a healthcare professional.

Course #: C-3927
Start • End Date: 10/19/09 • 10/27/09
Day: MTWThF
Time: 9:00A – 1:00P
Cost: 120.00
Location Code: PMC
Building Location: TBD

CPR for the Healthcare Provider
This course is designed for the healthcare provider and follows current Red Cross guidelines for Adult, Child, and Infant cardiopulmonary resuscitation.

Course #: C-3770
Start • End Date: 08/26/09 • 08/27/09
Day: WTh
Time: 4:00P – 9:00P
Cost: 65.00
Location Code: SCMC
Building Location: Rm 8

Course #: C-3771
Start • End Date: 09/02/09 • 09/03/09
Day: WTh
Time: 8:30A – 1:30P
Cost: 65.00
Location Code: SCMC
Building Location: Rm 8

Course #: C-3772
Start • End Date: 09/23/09 • 09/24/09
Day: WTh
Time: 8:30A – 1:30P
Cost: 65.00
Location Code: PMC
Building Location: Bldg 1 Rm 220

For Registration information, refer to page 3. For Location Key, refer to page 6.
Drug Collection Specialist
Enhancement of the Phlebotomist employment opportunities and provide candidates the eligibility for national “Drug Collection Specialist” certification.

Course #: C-3765
Start • End Date: 11/30/09 • 12/14/09
Day: MTW
Time: 5:30P – 9:30P
Cost: 126.25
Location Code: PMC
Building Location: Bldg 1 Rm 217

EKG Monitor Technician
Teaches certified EKG technicians to become proficient in reading and interpreting EKGs. Upon successful completion of exam students will be qualified for employment with the cardiac unit of a hospital.

Course #: L-3144
Start • End Date: 10/01/09 • 12/10/09
Day: TTh
Time: 5:00P – 9:00P
Cost: 181.25
Location Code: LMC
Building Location: Lett Rm 403/405
EKG Technician
Prepares students to become a certified EKG technician and operate an EKG machine and run strips on patients in the hospital or doctor’s office.

Course #: L-2170
Start • End Date: 08/11/09 • 09/29/09
Day: TTh
Time: 6:00P – 9:00P
Cost: 66.25
Location Code: LMC
Building Location: Lett Rm 403/405

Course #: H-3882
Start • End Date: 09/15/09 • 11/19/09
Day: TTh
Time: 6:00P – 9:00P
Cost: 181.25
Location Code: HMC
Building Location: Continuing Education Rm 240

Course #: C-3763
Start • End Date: 10/20/09 • 11/18/09
Day: TWTh
Time: 10:00A – 2:00P
Cost: 175.00
Location Code: PMC
Building Location: Bldg 1 225
Orientation: 10/15/09 • 10:00A – 12:00P

EKG Technician (Advanced)
Teaches a certified EKG technician advanced principles of EKG.

Course #: L-3143
Start • End Date: 11/16/09 • 12/07/09
Day: MW
Time: 5:00P – 9:00P
Cost: 65.00
Location Code: JON
Building Location: Jonesboro Rm 9

Geriatric Nursing Assistant
For those currently on the NC Nurse Aide Registry, this course focuses on geriatric care with an emphasis on person-centered care concepts, hydration, nutrition, mental health, dementia, behavioral challenges, pain management, palliative care, and stress management. Upon completion, students are eligible for listing as a Geriatric Nurse Aide with the NC Nurse Aide Registry.

Course #: L-3185
Start • End Date: 08/25/09 • 11/24/09
Day: TWTh
Time: 5:00P – 9:00P
Cost: 65.00
Location Code: JON
Building Location: Jonesboro Rm 9

Home Health Hospice Aide
This course is designed to extend the knowledge base of a CNA I. Prerequisite: Current CNA.

Course #: H-3861
Start • End Date: 09/07/09 • 12/20/09
Day: Online
Time: Online
Cost: 175.00
Location Code: HYBRID
Building Location: Triangle South
Orientation: 08/31/09 • 9:00A – 11:00A • Con Ed 229

Intro to Health Occupations
The course is designed to introduce students to application concepts to help basic health care.

Course #: H-3858
Start • End Date: 08/31/09 • 10/25/09
Day: Online
Time: Online
Cost: 120.00
Location Code: ONLINE
Building Location: Online
Orientation: 08/24/09 • 9:00A – 11:00A • Con Ed 229

For Registration information, refer to page 3. For Location Key, refer to page 6.
Health Occupations  Fall 2009

Medical Billing & Coding
This course prepares the student for entry level billing and coding positions. Prerequisite: Anatomy & Physiology/ Medical Terminology.

Course #: H-3859
Start • End Date: 08/31/09 • 12/20/09
Day: Online  Time: Online
Cost: 175.00  Location Code: ONLINE
Building Location: Online
Orientation: 08/24/09 • 9:00A – 11:00A • Con Ed 229

Course #: C-3767
Start • End Date: 11/16/09 • 03/01/10
Day: MTWTh  Time: 5:30P – 8:30P
Cost: 175.00  Location Code: PMC
Building Location: Bldg 2 Rm 209
Orientation: 11/10/09 • 5:30P – 7:30P

Medical Insurance Billing
Prepares students for entry level billing positions.

Course #: L-3152
Start • End Date: 08/18/09 • 11/03/09
Day: TTh  Time: 5:30P – 9:00P
Cost: 175.00  Location Code: LMC
Building Location: Fitness Rm 802

Medical Insurance for Pharmacy Technicians
Enhancement of the Pharmacy Technician skills and opportunities through Pharmacy insurance claims training.

Course #: C-3758
Start • End Date: 10/12/09 • 12/02/09
Day: MW  Time: 5:30P – 8:30P
Cost: 120.00  Location Code: Chatham Hospital
Building Location: Diabetes Program and SCMC Computer Lab Rm 9

Medical Records–Health Information Management
Prepares students to work in a health care facility with a focus on patient medical records.

Course #: L-3154
Start • End Date: 09/15/09 • 11/19/09
Day: TTh  Time: 6:00P – 9:00P
Cost: 175.00  Location Code: LMC
Building Location: Fitness Rm 81

Medical Terminology
Medical Terminology is the introduction to the study of the structure of medical words and terms.

Course #: H-3860
Start • End Date: 09/28/09 • 12/20/09
Day: Online  Time: Online
Cost: 175.00  Location Code: ONLINE
Building Location: Online
Orientation: 09/21/09 • 9:00A – 11:00A • Con Ed 229

Course #: C-3766
Start • End Date: 08/31/09 • 11/09/09
Day: MTTh  Time: 5:00P – 9:00P
Cost: 175.00  Location Code: PMC
Building Location: Bldg 2 Rm 205
Orientation: 08/20/09 • 5:00P - 7:00P

For Registration information, refer to page 3. For Location Key, refer to page 6.
### Nursing Assistant I

This course provides a student with fundamental nursing skills essential for providing patient care services under the direction and supervision of a Registered Nurse.

**Note**—Offered In Chatham County ONLY, for classes marked with (**), you will need to complete the prerequisite, Workplace Readiness for Health Careers. For class times, refer to Page 29.

<table>
<thead>
<tr>
<th>Course #</th>
<th>Start • End Date</th>
<th>Day</th>
<th>Time</th>
<th>Cost</th>
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<tbody>
<tr>
<td>L-3146</td>
<td>08/18/09 • 12/15/09</td>
<td>TTh</td>
<td>5:00P – 9:00P</td>
<td>181.25</td>
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<td>Jonesboro Rm 6</td>
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<td>08/22/09 • 11/21/09</td>
<td>SaSu</td>
<td>8:00A – 4:30P (Sa) / 8:00A – 12:00P (Su)</td>
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<td>TTh</td>
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<td>HMC</td>
<td>Bob Etheridge Rm 306</td>
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<tr>
<td>H-3852</td>
<td>08/31/09 • 12/17/09</td>
<td>MW</td>
<td>5:30P – 9:30P</td>
<td>181.25</td>
<td>HMC</td>
<td>Bob Etheridge Rm 307</td>
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<tr>
<td>H-3853</td>
<td>09/01/09 • 11/12/09</td>
<td>TTh</td>
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<td>Continuing Education Rm 228</td>
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<td>L-3147</td>
<td>09/08/09 • 12/02/09</td>
<td>TTh</td>
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<td>181.25</td>
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**Course #**: C-3756  
Start • End Date: 09/08/09 • 12/16/09  
Day: TTh  
Time: 9:30A – 1:30P  
Cost: 181.25  
Location Code: SCMC  
Building Location: Rm 2  
Orientation: 09/02/09 • 9:30A – 11:30A

**Course #**: L-3178  
Start • End Date: 09/15/09 • 12/09/09  
Day: MT  
Time: 9:00A – 1:00P  
Cost: 181.25  
Location Code: JON  
Building Location: Jonesboro Rm 9

**Course #**: C-3760  
Start • End Date: 09/28/09 • 12/14/09  
Day: MT  
Time: 8:00A – 5:00P  
Cost: 181.25  
Location Code: PMC  
Building Location: Bldg 1 Rm 220  
Orientation: 09/21/09 • 1:30P – 3:30P

**Course #**: C-3757  
Start • End Date: 10/27/09 • 02/04/10  
Day: TWTh  
Time: 9:00A – 1:00P  
Cost: 181.25  
Location Code: PMC  
Building Location: Bob Etheridge Rm 307  
Orientation: 09/30/09 • 1:30P – 3:30P

For Registration information, refer to page 3. For Location Key, refer to page 6.
<table>
<thead>
<tr>
<th>Course #</th>
<th>Start • End Date</th>
<th>Day</th>
<th>Time</th>
<th>Location Code</th>
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<tr>
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<td>11/17/09 • 02/11/10</td>
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<td>9:00A – 2:30P</td>
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<td>H-3856</td>
<td>12/01/09 • 03/11/10</td>
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<td>H-3864</td>
<td>11/02/09-02/21/10</td>
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<td>Time</td>
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<td>Triangle South</td>
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<tr>
<td>H-3865</td>
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<td>TWTh</td>
<td>Time</td>
<td>JON</td>
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<tr>
<td>H-3866</td>
<td>09/01/09 • 09/24/09</td>
<td>TWTh</td>
<td>6:00P – 10:00P</td>
<td>JON</td>
<td>Jonesboro Rm 9</td>
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<td>L-3169</td>
<td>09/01/09 • 12/08/09</td>
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<td>Time</td>
<td>JON</td>
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<td>L-3168</td>
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<td>L-3169</td>
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<td>6:00P – 9:00P</td>
<td>JON</td>
<td>Jonesboro Rm 9</td>
</tr>
</tbody>
</table>

Nursing Assistant I Hybrid
This course provides a student with fundamental nursing skills essential for providing patient care services under the direction and supervision of a Registered Nurse.

Nursing Assistant II
Further prepares the Certified Nursing Assistant in advanced nursing procedures such as sterile technique, diabetes testing, catheterizations, etc.

Nursing Assistant II Hybrid
This course provides a student with fundamental nursing skills essential for providing patient care services under the direction and supervision of a Registered Nurse.
Optometric Assistant
Provides students with knowledge of equipment, procedures, and techniques to function in an optometric practice.
Course #: L-2171
Start • End Date: 08/10/09 • 12/09/09
Day: MW
Time: 6:00P – 9:30P
Cost: 71.25
Location Code: LMC
Building Location: Bell Rm 105

Pharmacy Technician
Prepares students to work in a pharmacy under the supervision of a pharmacist. Drug categories, interactions, and effects are studied.
Course #: L-3149
Start • End Date: 08/18/09 • 12/03/09
Day: TTh
Time: 5:30P – 9:00P
Cost: 175.00
Location Code: LMC
Building Location: Bell Rm 105

Phlebotomy Technician
This course prepares students to draw patients’ blood in the hospital, doctor’s office, and lab service companies.
Course #: H-3878
Start • End Date: 08/17/09 • 10/16/09
Day: MTWTh
Time: 9:00A – 1:00P
Cost: 181.25
Location Code: HMC
Building Location: Continuing Education Rm 220

Course #: H-3879
Start • End Date: 08/17/09 • 10/16/09
Day: MTWTh
Time: 6:00P – 10:00P
Cost: 181.25
Location Code: HMC
Building Location: Continuing Education Rm 220

Course #: L-3150
Start • End Date: 08/18/09 • 12/11/09
Day: TTh
Time: 5:00P – 9:00P
Cost: 181.25
Location Code: LMC
Building Location: Lett Rm 402

Course #: H-3880
Start • End Date: 10/19/09 • 12/18/09
Day: MTWTh
Time: 9:00A – 1:00P
Cost: 181.25
Location Code: HMC
Building Location: Continuing Education Rm 220

Course #: H-3881
Start • End Date: 10/19/09 • 12/18/09
Day: MTWTh
Time: 6:00P – 10:00P
Cost: 181.25
Location Code: HMC
Building Location: Continuing Education Rm 220

Workplace Readiness for Health Careers (For C-3764)
A prerequisite for medical classes in Chatham County ONLY. This course is designed for the student to learn the language, job description, and daily activities of a healthcare professional.
Course #: C-3926
Start • End Date: 10/06/09 • 10/14/09
Day: MTWThF
Time: 9:00A – 1:00P
Cost: 120.00
Location Code: PMC
Building Location: TBD

Sleep Disorders Technician
Program received initial CAAHEP accreditation and recognized for substantial compliance with the nationally established accreditation standards.
Course #: C-3759
Start • End Date: 10/05/09 • 03/01/10
Day: MWSa
Time: 5:00P - 9:00P (MW), 4:00P – 8:00P (Sa)
Cost: 181.25
Location Code: SCMC
Building Location: Room 2
Orientation: 09/28/09 • 5:00P - 7:00P

Spanish for the Health Care Professional
Enhances effective communication between patients and their healthcare providers; emphasis is on basic, practical language needed to communicate with Spanish speaking patients and their families at the hospital or doctor’s office, on the telephone, or at the patient’s home.
Course #: L-3118
Start • End Date: 08/24/09 • 11/16/09
Day: M
Time: 6:00P – 8:30P
Cost: 120.00
Location Code: LMC
Building Location: Fitness Rm 810

For Registration information, refer to page 3. For Location Key, refer to page 6.
Workplace Readiness for Health Careers: Courses offered in Chatham County ONLY

Workplace Readiness for Health Careers (For C-3756)
A prerequisite for medical classes. This course is designed for the student to learn the language, job description, and daily activities of a healthcare professional.

Course #: C-3970
Start • End Date: 08/17/09 • 08/25/09
Day: MTWThF Time: 9:00A – 1:00P
Cost: 120.00 Location Code: SCMC
Building Location: Rm 2

Workplace Readiness for Health Careers (For C-3757)
A prerequisite for medical classes. This course is designed for the student to learn the language, job description, and daily activities of a healthcare professional.

Course #: C-3971
Start • End Date: 08/31/09 • 09/10/09
Day: MTWTh Time: 5:00P – 9:00P
Cost: 120.00 Location Code: SCMC
Building Location: Rm 2

Workplace Readiness for Health Careers (For C-3760)
A prerequisite for medical classes. This course is designed for the student to learn the language, job description, and daily activities of a healthcare professional.

Course #: C-3973
Start • End Date: 09/14/09 • 09/22/09
Day: MTWThF Time: 9:00A – 1:00P
Cost: 120.00 Location Code: PMC
Building Location: Rm 220 (except for 09/15/09)

Workplace Readiness for Health Careers (For C-3762)
A prerequisite for medical classes. This course is designed for the student to learn the language, job description, and daily activities of a healthcare professional.

Course #: C-3925
Start • End Date: 09/14/09 • 09/23/09
Day: MTWTh Time: 5:00P – 9:00P
Cost: 120.00 Location Code: PMC
Building Location: Bldg 1 Rm 220

Workplace Readiness for Health Careers (For C-3761)
A prerequisite for medical classes. This course is designed for the student to learn the language, job description, and daily activities of a healthcare professional.

Course #: C-3924
Start • End Date: 09/25/09 • 10/05/09
Day: MTWThF Time: 9:00A – 1:00P
Cost: 120.00 Location Code: PMC
Building Location: TBD

Jumpstart Healthcare Readiness
To learn the language, job description, and daily activities of a healthcare professional.

Course #: C-3972
Start • End Date: 11/02/09 • 11/11/09
Day: MTWTh Time: 5:00P – 9:00P
Cost: 55.00 Location Code: SCMC
Building Location: TBD

Course #: C-3928
Start • End Date: 11/30/09 • 12/08/09
Day: MTWThF Time: 9:00A – 1:00P
Cost: 55.00 Location Code: PMC
Building Location: TBD

For Registration information, refer to page 3. For Location Key, refer to page 6.
Human Resources Development (HRD) courses provide skills assessment, employment skills training, and career development and enhancement. HRD courses are offered in short classes to equip you with the knowledge, values, and practical skills essential to applying for, keeping, and advancing in your job. Course fees are waived for qualified participants. Qualified participants are unemployed, have been notified of a lay-off, or underemployed. Underemployed persons are working part time and/or are eligible for the Federal Earned Income Tax Credit.

HRD: Chatham

Computer Skills II & Workplace Motivation
Prerequisite: Intro to Computers I, for the Workplace and Workplace Motivation. Curriculum framework is based on four post-employment service strategies-transition, retention, advancement, and reemployment.

Course #: C-3923
Start • End Date: 10/19/09 • 11/18/09
Day: MW
Time: 9:00A – 12:00P
Cost: 120.00
Location Code: SCMC
Building Location: TBD

“Get Hired”
This course is designed to provide employability skills training for unemployed and underemployed adults. Curriculum framework is designed to assess the interests, attitudes, and readiness as it relates to career, employment, and/or other educational goals.

Course #: C-3921
Start • End Date: 09/14/09 • 10/28/09
Day: MW
Time: 6:00P – 9:00P
Cost: 120.00
Location Code: PMC
Building Location: TBD

Introduction to Computers for the Workplace
This course is designed to provide employability skills training for unemployed and underemployed adults. Introduction of computers, computer terminology, Internet, and email capabilities with a focus on search of jobs and occupational information.

Course #: C-3920
Start • End Date: 09/09/09 • 10/12/10
Day: MW
Time: 9:00A – 12:00P
Cost: 120.00
Location Code: SCMC
Building Location: TBD

Job Seeker’s Employability Lab
This course provides assistance in developing employability skills for unemployed and underemployed adults. Curriculum framework is designed to meet the needs of the student on an individual basis, structured on an open-entry, open-exit basis.

Course #: C-3922
Start • End Date: 09/01/09 • 11/01/09
Day: TW
Time: 5:00P – 7:00P
Cost: 120.00
Location Code: SCMC
Building Location: TBD

HRD: Harnett

Career Readiness Lab
Students will prepare employment-related documents, practice typing, prepare résumés, and study for the WorkKeys Assessments to earn the North Carolina Career Readiness Certificate. Interviewing skills will be developed. Job search and keeping strategies will be taught.

Course #: H-3867
Start • End Date: 11/30/09 • 12/16/09
Day: MTWTh
Time: 9:30A – 12:30P
Cost: 175.00
Location Code: HMC
Building Location: Continuing Education Rm 229

Computer Skills for the Workplace
Students who are in transition from one job to another will learn skills to make the students comfortable in using the computer in the workplace. Résumés and cover letters will be documents that students will create. The Internet will be used to connect with employers or to research labor market information.

Course #: H-3865
Start • End Date: 08/25/09 • 11/19/09
Day: TWH
Time: 9:30A – 12:30P
Cost: 120.00
Location Code: HMC
Building Location: Continuing Education Rm 229

For Registration information, refer to page 3. For Location Key, refer to page 6.
Keyboarding for Employment
This course incorporates basic keyboarding skills, it is
designed to introduce computers, Internet, and develop
email capabilities, and develop skills navigating the Internet
and using search engines.
   Course #: H-3866
   Start • End Date: 09/09/09 • 11/18/09
   Day: MW   Time: 2:00P – 4:00P
   Cost: 120.00   Location Code: HMC
   Building Location: Continuing Education Rm 229

HRD: Lee
Career Planning and Assessment
Students’ interests, attitudes, learning style, aptitudes, and
readiness will be assessed to determine career,
employment, and educational goals. Personal development,
career exploration, and goal setting will be included to help
students develop a plan of action.
   Course #: Y-3228
   Start • End Date: 08/18/09 • 09/15/09
   Day: T   Time: 5:30P – 8:30P
   Cost: 65.00   Location Code: JON
   Building Location: Jonesboro Center Rm 22

Career Readiness Lab
Students will prepare employment-related documents,
practice typing, prepare résumés, and study for the
WorkKeys Assessments to earn the North Carolina Career
Readiness Certificate. Interviewing skills will be developed.
Job search and keeping strategies will be taught.
   Course #: Y-3226
   Start • End Date: 08/17/09 • 12/16/09
   Day: MWF   Time: 9:00A – 2:00P
   Cost: 175.00   Location Code: JON
   Building Location: Jonesboro Center

Career Readiness and Pathways
This course provides employability skills training for
unemployed and underemployed adults. Topics to be
covered include career exploration, job seeking and
keeping skills, entry-level skill awareness and development,
training success strategies including note-taking,
test-taking, reducing test anxiety and stress, and
preparation for certification or placement tests.
   Course #: Y-3227
   Start • End Date: 08/18/09 • 09/29/09
   Day: TTh   Time: 9:00A – 2:00P
   Cost: 175.00   Location Code: JON
   Building Location: Jonesboro Center Rm 22

Computer Skills for the Workplace
Students who are in transition from one job to another will
learn skills to make the students comfortable in using the
computer in the workplace. Résumés and cover letters will
be documents that students will create. The Internet will be
used to connect with employers or to research labor market
information
   Course #: Y-3229
   Start • End Date: 09/22/09 • 12/15/09
   Day: T   Time: 5:30P – 8:30P
   Cost: 120.00   Location Code: JON
   Building Location: Jonesboro Center

For more information, contact
Lee County: (919) 777-7709,
Chatham County: (919) 542-6495, Ext. 219,
Harnett County: (910) 814-8852,
Toll-Free: (800) 682-8353

Our Mission...
To educate and train individuals for success in the workplace
Languages Fall 2009

Advanced Spanish
This class will broaden your Spanish speaking skills and will give you an understanding of Spanish to provide the vocabulary needed to converse for your business.

Course #: C-3961
Start • End Date: 08/18/09 • 12/03/09
Day: TTh  Time: 12:00P – 2:00P
Cost: 175.00  Location Code: PMC
Building Location: TBD

Advanced Spanish For You and Your Business
This course is advanced Spanish, and you must have previously taken the Conversational Spanish Course.

Course #: S-3504
Start • End Date: 09/10/09 • 12/03/09
Day: Th  Time: 6:00P – 9:00P
Cost: 60.00  Location Code: TSEC
Building Location: Triangle South Enterprise Center

Basic Conversational French
The student will become familiar with basic spoken French, including listening, speaking, reading, and writing.

Course #: C-3742
Start • End Date: 09/17/09 • 11/05/09
Day: Th  Time: 6:30P – 9:30P
Cost: 85.00  Location Code: PMC
Building Location: TBD

Beginning Spanish
This course is designed to give students a basic understanding of pronunciation, regular and some common irregular tense verbs, and everyday vocabulary. The student should be able to ask basic questions and answer them, carry on a basic conversation in Spanish, and learn information about different Spanish cultures.

Course #: C-3959
Start • End Date: 08/20/09 • 12/03/09
Day: Th  Time: 3:00P – 5:00P
Cost: 120.00  Location Code: PMC
Building Location: Bldg 1 Rm 225

Course #: C-3958
Start • End Date: 09/09/09 • 11/11/09
Day: W  Time: 2:00P – 3:30P
Cost: 65.00  Location Code: SCMC
Building Location: TBD

Course #: L-3120
Start • End Date: 09/14/09 • 10/21/09
Day: MW  Time: 6:00P – 8:00P
Cost: 65.00  Location Code: LMC
Building Location: Fitness Rm 812

For Registration information, refer to page 3. For Location Key, refer to page 6.
Intermediate Spanish
Students will master irregular verbs, predicate tense, direct and indirect objects, and will become adept at conversing with people in work and social settings.
Course #: C-3960
Start • End Date: 08/20/09 • 12/03/09
Day: Th
Time: 8:30A – 11:00A
Cost: 120.00
Location Code: PMC
Building Location: TBD

Intermediate Spanish for You and Your Business
This course will broaden your Spanish speaking skills and will give you advanced understanding of Spanish to provide the vocabulary needed to converse effectively with co-workers and with your employees.
Course #: L-3193
Start • End Date: 09/10/09 • 10/29/09
Day: Th
Time: 6:00P – 9:00P
Cost: 65.00
Location Code: LMC
Building Location: Wilkinson Rm 218

Sign Language
Students will develop the ability to sign understandably, read sign language, and develop a basic sign language vocabulary.
Course #: L-3194
Start • End Date: 09/15/09 • 10/27/09
Day: TTh
Time: 6:00P – 8:00P
Cost: 65.00
Location Code: LMC
Building Location: Fitness Rm 813

Spanish for the Health Care Professional
Enhances effective communication between patients and their healthcare providers; emphasis is on basic, practical language needed to communicate with Spanish speaking patients and their families at the hospital or doctor's office, on the telephone, or at the patient's home.
Course #: L-3118
Start • End Date: 08/24/09 • 11/16/09
Day: M
Time: 6:00P – 8:30P
Cost: 120.00
Location Code: LMC
Building Location: Fitness Rm 810
**Ballroom I**
This course is designed to teach basic fundamentals of Ballroom dancing.
- **Course #:** C-3724
- **Start • End Date:** 09/11/09 • 10/09/09
- **Day:** F
- **Time:** 8:00P - 9:00P
- **Cost:** 35.00
- **Location Code:** PMC
- **Building Location:** MPR

**Ballroom II**
This course is designed to continue teaching basic fundamentals of Ballroom dancing plus introduce more challenging steps.
- **Course #:** C-3727
- **Start • End Date:** 10/23/09 • 11/20/09
- **Day:** F
- **Time:** 8:00P – 9:00P
- **Cost:** 35.00
- **Location Code:** PMC
- **Building Location:** MPR

**Basic Electricity for Homeowners**
Learn basic repair and troubleshooting.
- **Course #:** C-3945
- **Start • End Date:** 09/10/09 • 10/29/09
- **Day:** Th
- **Time:** 6:00P – 8:30P
- **Cost:** 66.25
- **Location Code:** PMC
- **Building Location:** Bldg 1 Rm 117

**Basic Self Defense & Staying Fit for Women**
This six-week course is designed to give the student the basics in self-defense and introduce you to physical fitness and conditioning. It also will help you develop skills through practice exercises, carbohydrates, and fats and how each enhances physical activity. The main priority of the course is to educate members on core and toning exercises for weight loss.
- **Course #:** H-3943
- **Start • End Date:** 09/14/09 • 10/19/09
- **Day:** M
- **Time:** 7:00P – 9:00P
- **Cost:** 30.00
- **Location Code:** HMC
- **Building Location:** Miriello Rm 135

**BREAD:**
**French Bread from Scratch**
Nova Scheller has been baking seriously for 25 years. Recently, she completed three workshops at the renowned San Francisco Baking Institute where she further explored her love for baking artisan breads.
- **Course #:** C-3746
- **Start • End Date:** 10/03/09 • 10/03/09
- **Day:** Sa
- **Time:** 9:00A – 6:00P
- **Cost:** 61.25
- **Location Code:** CCHS
- **Building Location:** Chatham Central High School

**Holiday Breads**
Nova Scheller has been baking seriously for 25 years. Recently, she completed three workshops at the renowned San Francisco Baking Institute where she further explored her love for baking artisan breads.
- **Course #:** C-3748
- **Start • End Date:** 11/21/09 • 11/21/09
- **Day:** Sa
- **Time:** 9:00A – 6:00P
- **Cost:** 61.25
- **Location Code:** CCHS
- **Building Location:** Chatham Central High School

**Sour Dough and Starters**
Nova Scheller has been baking seriously for 25 years. Recently, she completed three workshops at the renowned San Francisco Baking Institute where she further explored her love for baking artisan breads.
- **Course #:** C-3747
- **Start • End Date:** 10/31/09 • 10/31/09
- **Day:** Sa
- **Time:** 9:00A – 6:00P
- **Cost:** 61.25
- **Location Code:** CCHS
- **Building Location:** Chatham Central High School

For Registration information, refer to page 3. For Location Key, refer to page 6.
Cake Decorating
Students will learn the basic techniques of cake decorating. The skills acquired will enhance student cake decorating at home or in his/her career.

Course #: H-3951
Start • End Date: 09/22/09 • 11/24/09
Day: T
Cost: 50.00
Building Location: Continuing Education Rm 240

Course #: C-3729
Start • End Date: 08/19/09 • 09/30/09
Day: W
Cost: 35.00
Building Location: TBD

Course #: L-3181
Start • End Date: 08/18/09 • 09/22/09
Day: T
Cost: 35.00
Building Location: Jonesboro Rm 10

Cake Decorating II
Enhances the skills achieved in Cake Decorating I and can be used for employment, such as pipings, borders, flowers, basket weave, fondant flowers, and wedding cake design.

Course #: C-3730
Start • End Date: 10/07/09 • 11/11/09
Day: W
Cost: 65.00
Building Location: Bldg 1 Rm 226

Course #: L-3182
Start • End Date: 10/06/09 • 11/17/09
Day: T
Cost: 65.00
Building Location: Jonesboro Rm 10

Concealed Carry Handgun
Prepares individuals with textbook and firing range knowledge to apply for a concealed weapon permit. This class provides five hours of classroom instruction and four hours on the firing range.

Course #: L-3176
Start • End Date: 09/19/09 • 09/19/09
Day: Sa
Cost: 75.00
Building Location: Wes Farrell Range

Course #: L-3177
Start • End Date: 10/17/09 • 10/17/09
Day: Sa
Cost: 75.00
Building Location: Wes Farrell Range

Constitutional Issues & the US Civil War
This six-week course covers American Leadership and historical and legal precedents.

Course #: H-3946
Start • End Date: 09/17/09 • 10/22/09
Day: Th
Cost: 40.00
Building Location: Continuing Education Rm 219

Creative Writing
This course is for creative minds to share with others their poetry, short stories, autobiographies, etc.

Course #: H-3944
Start • End Date: 09/24/09 • 10/29/09
Day: Th
Cost: 40.00
Building Location: Continuing Education Rm 218

For Registration information, refer to page 3. For Location Key, refer to page 6.
**Personal Enrichment Fall 2009**

**Defensive Driving**

Defensive driving classes may minimize or prevent the assessment of insurance points or premium surcharges on insurance policies and/or drivers' licenses. Bring driver's license and current citation.

<table>
<thead>
<tr>
<th>Course #: L-3156</th>
<th>Start • End Date: 09/08/09 • 09/08/09</th>
<th>Day: T</th>
<th>Time: 6:00P – 10:00P</th>
<th>Cost: 50.00</th>
<th>Location Code: LMC</th>
<th>Building Location: Bell Rm 103</th>
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<table>
<thead>
<tr>
<th>Course #: L-3158</th>
<th>Start • End Date: 10/13/09 • 10/13/09</th>
<th>Day: T</th>
<th>Time: 6:00P – 10:00P</th>
<th>Cost: 50.00</th>
<th>Location Code: LMC</th>
<th>Building Location: Bell Rm 103</th>
</tr>
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</table>

<table>
<thead>
<tr>
<th>Course #: L-3160</th>
<th>Start • End Date: 11/10/09 • 11/10/09</th>
<th>Day: T</th>
<th>Time: 6:00P – 10:00P</th>
<th>Cost: 50.00</th>
<th>Location Code: LMC</th>
<th>Building Location: Bell Rm 103</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Course #: L-3162</th>
<th>Start • End Date: 12/08/09 • 12/08/09</th>
<th>Day: T</th>
<th>Time: 6:00P – 10:00P</th>
<th>Cost: 50.00</th>
<th>Location Code: LMC</th>
<th>Building Location: Bell Rm 103</th>
</tr>
</thead>
</table>

**“Alive at 25”**

Will provide defensive driving techniques designed for persons under 24 years of age and may minimize or prevent the assessment of insurance points or premium surcharges on insurance policies and/or drivers' licenses. Bring driver's license and current citation. High school students must bring signed dual enrollment form to register.

<table>
<thead>
<tr>
<th>Course #: L-3155</th>
<th>Start • End Date: 08/22/09 • 08/22/09</th>
<th>Day: Sa</th>
<th>Time: 9:00A – 1:00P</th>
<th>Cost: 50.00</th>
<th>Location Code: LMC</th>
<th>Building Location: Bell Rm 103</th>
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<table>
<thead>
<tr>
<th>Course #: L-3157</th>
<th>Start • End Date: 09/26/09 • 09/26/09</th>
<th>Day: Sa</th>
<th>Time: 9:00A – 1:00P</th>
<th>Cost: 50.00</th>
<th>Location Code: LMC</th>
<th>Building Location: Bell Rm 103</th>
</tr>
</thead>
</table>

**Design Your Home on a Budget**

Provides students with basic knowledge of interior design.

<table>
<thead>
<tr>
<th>Course #: L-3180</th>
<th>Start • End Date: 09/14/09 • 11/16/09</th>
<th>Day: M</th>
<th>Time: 6:00P – 8:00P</th>
<th>Cost: 50.00</th>
<th>Location Code: HMC</th>
<th>Building Location: Fitness Rm 814</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Course #: H-3950</th>
<th>Start • End Date: 09/16/09 • 11/04/09</th>
<th>Day: W</th>
<th>Time: 6:30P – 8:30P</th>
<th>Cost: 50.00</th>
<th>Location Code: HMC</th>
<th>Building Location: Continuing Education Rm 240</th>
</tr>
</thead>
</table>

**Effectively Using Internet Searches**

This course is an introduction to the World Wide Web using search engine tips and tricks.

<table>
<thead>
<tr>
<th>Course #: H-3942</th>
<th>Start • End Date: 09/22/00 • 10/13/09</th>
<th>Day: Th</th>
<th>Time: 6:30P – 8:00P</th>
<th>Cost: 30.00</th>
<th>Location Code: HMC</th>
<th>Building Location: Continuing Education Rm 229</th>
</tr>
</thead>
</table>

**Floral Design**

This course is designed to help students learn to create different floral designs.

<table>
<thead>
<tr>
<th>Course #: H-3950</th>
<th>Start • End Date: 09/16/09 • 11/04/09</th>
<th>Day: W</th>
<th>Time: 6:30P – 8:30P</th>
<th>Cost: 50.00</th>
<th>Location Code: HMC</th>
<th>Building Location: Continuing Education Rm 240</th>
</tr>
</thead>
</table>

For Registration information, refer to page 3. For Location Key, refer to page 6.
Personal Enrichment  Fall 2009

Fundamentals of Investing
This course educates investors on the basics of investing and financial planning.
Course #: C-3949
Start • End Date: 09/14/09 • 11/02/09
Day: M  Time: 6:00P – 8:00P
Cost: 50.00  Location Code: PMC
Building Location: TBD

Genealogy
Learn how to discover your family tree and uncover your rich roots.
Course #: C-3950
Start • End Date: 09/16/09 • 10/28/09
Day: W  Time: 7:00P – 9:00P
Cost: 55.00  Location Code: PMC
Building Location: TBD

Get Completely Out of Debt
This course will show you how to transform your debt from a financial burden into a financial opportunity.
Course #: H-3947
Start • End Date: 08/20/09 • 08/20/09
Day: Th  Time: 6:30P – 9:30P
Cost: 30.00  Location Code: HMC
Building Location: Miriello Rm 135

Guitar (Beginning)
Provides students with instruction in basic major and minor chords, strumming techniques, and how to read and play simple melodies.
Course #: L-3116
Start • End Date: 09/14/09 • 11/30/09
Day: M  Time: 6:30A – 8:30P
Cost: 55.00  Location Code: LMC
Building Location: Joyner Rm 504

Jazz Improvisation Ensemble for Intermediate/Advanced Players
The student will improve their level of jazz improvisation ability through instruction and participation in a jazz ensemble.
Course #: C-3976
Start • End Date: 08/29/09 • 11/16/09
Day: Sa  Time: 12:30P – 2:30P
Cost: 150.00  Location Code: PMC
Building Location: MPR

Landscape Design I
Landscape designing will introduce the student to basic landscape designs.
Course #: H-3949
Start • End Date: 09/15/09 • 11/03/09
Day: T  Time: 6:30P – 8:30P
Cost: 50.00  Location Code: HMC
Building Location: Continuing Education Rm 240

Let’s Knit Socks
Prepare students to knit a variety of patterns of socks for those cold winter nights.
Course #: L-3183
Start • End Date: 09/08/09 • 10/27/09
Day: T  Time: 6:00P – 8:00P
Cost: 35.00  Location Code: LMC
Building Location: Bell Rm 107

Mambo/West Coast Swing I
This course is designed to teach basic fundamentals of Mambo/West Coast Swing.
Course #: C-3725
Start • End Date: 09/11/09 • 10/09/09
Day: F  Time: 9:00P – 10:00P
Cost: 35.00  Location Code: PMC
Building Location: TBD

Mambo/West Coast Swing II
This course is designed to continue teaching basic fundamentals of Mambo/West Coast Swing dancing, plus introduce more challenging steps.
Course #: C-3728
Start • End Date: 10/23/09 • 11/20/09
Day: F  Time: 9:00P – 10:00P
Cost: 35.00  Location Code: PMC
Building Location: TBD

For Registration information, refer to page 3. For Location Key, refer to page 6.
Massage for Partners
This course is designed to examine massage as a tool to reduce stress, strengthen emotional bonds, boost mental stimulation, and promote overall well-being in easy to understand and easy to follow directions.

Course #: H-3952  
Start • End Date: 10/03/09 • 10/17/09  
Day: Sa  
Time: 9:00A – 2:00P  
Cost: 35.00  
Location Code: HMC  
Building Location: Continuing Education Rm 217

Oil Painting
Participants will learn basic oil painting skills.

Course #: H-3945  
Start • End Date: 09/17/09 • 11/19/09  
Day: Th  
Time: 6:00P – 9:00P  
Cost: 50.00  
Location Code: HMC  
Building Location: Continuing Education Rm 219

Sewing
Beginning and experienced students will learn to use patterns, cut fabrics, use the sewing machines and serger, and construct garments or other items of interest.

Course #: L-3174  
Start • End Date: 09/15/09 • 11/03/09  
Day: T  
Time: 6:30P – 9:00P  
Cost: 40.00  
Location Code: JON  
Building Location: Jonesboro Rm 1

Oil Painting/Acrylics and Pastels
Provides students with individual instruction of many types of techniques to achieve the desired painting results.

Course #: L-3142  
Start • End Date: 08/27/09 • 10/29/09  
Day: Th  
Time: 9:00A – 12:00P  
Cost: 50.00  
Location Code: JON  
Building Location: Jonesboro Rm 5

Course #: L-3151  
Start • End Date: 08/27/09 • 10/29/09  
Day: Th  
Time: 1:00P – 4:00P  
Cost: 50.00  
Location Code: JON  
Building Location: Jonesboro Rm 5

Course #: L-3175  
Start • End Date: 09/15/09 • 11/03/09  
Day: T  
Time: 2:00P – 4:30P  
Cost: 40.00  
Location Code: JON  
Building Location: Jonesboro Rm 1

Oriental Brush Painting
Provides students with instruction on the fine art of bamboo and orchid painting.

Course #: L-3170  
Start • End Date: 09/14/09 • 11/16/09  
Day: M  
Time: 9:00A – 12:00P  
Cost: 50.00  
Location Code: JON  
Building Location: Jonesboro Rm 5
Shag I
This course teaches a student the basic dance steps of Shag dancing.

Course #: C-3723
Start • End Date: 09/11/09 • 10/09/09
Day: F
Time: 7:00P – 8:00P
Cost: 35.00
Location Code: PMC
Building Location: MPR

Course #: H-3948
Start • End Date: 09/24/09 • 10/29/09
Day: Th
Time: 7:00P – 8:00P
Cost: 30.00
Location Code: HMC
Building Location: Miriello Rm 135

Shag II
This course is designed to continue teaching basic fundamentals of Shag dancing plus introduce more challenging steps.

Course #: C-3726
Start • End Date: 10/23/09 • 11/20/09
Day: F
Time: 7:00P – 8:00P
Cost: 35.00
Location Code: PMC
Building Location: MPR

Course #: H-3941
Start • End Date: 09/24/09 • 11/12/09
Day: T
Time: 6:30P – 8:00P
Cost: 40.00
Location Code: HMC
Building Location: Miriello Rm 135

Survey of World Religions
To discover and discuss commonalities and differences among five major world religions: Christianity, Judaism, Islam, Buddhism, and Hinduism.

Course #: C-3951
Start • End Date: 09/17/09 • 10/15/09
Day: Th
Time: 6:00P – 8:00P
Cost: 50.00
Location Code: PMC
Building Location: TBD

Sustainable Lifestyles: Budgeting & Debt Reduction
This course educates investors on the basics of investing and financial planning.

Course #: C-3952
Start • End Date: 09/19/09 • 09/19/09
Day: M
Time: 10:00A – 12:00P
Cost: 50.00
Location Code: PMC
Building Location: TBD

Tai Chi
Classes focus on relaxing the body, deepening the breath, increasing flexibility, and improving muscle strength, balance, and coordination. Anyone, regardless of age or physical ability, can practice Tai Chi.

Course #: L-3186
Start • End Date: 09/8/09 • 11/12/09
Day: TTh
Time: 12:00P – 12:30P
Cost: 30.00
Location Code: LMC
Building Location: Fitness Gym

For Registration information, refer to page 3. For Location Key, refer to page 6.
## Personal Enrichment Fall 2009

### Tai Chi for Health I
Ancient Chinese form of exercise used for good health with fluid, gentle circular movements that are relaxed and slow in tempo.

- **Course #:** C-3715
- **Start • End Date:** 09/15/09 • 10/20/09
- **Day:** T
- **Time:** 6:30P – 7:45P
- **Cost:** 45.00
- **Location Code:** PMC
- **Building Location:** MPR

### Tai Chi for Health II
Ancient Chinese form of exercise used for good health with fluid, gentle circular movements that are relaxed and slow in tempo.

- **Course #:** C-3716
- **Start • End Date:** 10/27/09 • 12/01/09
- **Day:** T
- **Time:** 6:30P – 7:45P
- **Cost:** 45.00
- **Location Code:** PMC
- **Building Location:** MPR

### Tai Chi for Health III
Ancient Chinese form of exercise used for good health with fluid, gentle circular movements that are relaxed and slow in tempo. Prerequisite for this class is Tai Chi I & II.

- **Course #:** C-3749
- **Start • End Date:** 09/16/09 • 11/04/09
- **Day:** W
- **Time:** 6:30P – 7:45P
- **Cost:** 45.00
- **Location Code:** PMC
- **Building Location:** MPR

### Watercolor Painting
Provides beginning and experienced students with an emphasis on developing a better understanding and master of basic watercolor techniques.

- **Course #:** L-3164
- **Start • End Date:** 08/18/09 • 10/20/09
- **Day:** T
- **Time:** 9:00A – 12:00P
- **Cost:** 50.00
- **Location Code:** ECTR
- **Building Location:** Enrichment Center

- **Course #:** L-3165
- **Start • End Date:** 08/19/09 • 10/21/09
- **Day:** W
- **Time:** 9:00A – 12:00P
- **Cost:** 50.00
- **Location Code:** JON
- **Building Location:** Jonesboro Rm 5

- **Course #:** L-3166
- **Start • End Date:** 08/19/09 • 10/21/09
- **Day:** W
- **Time:** 1:00P – 4:00P
- **Cost:** 50.00
- **Location Code:** ECTR
- **Building Location:** Enrichment Center

- **Course #:** L-3167
- **Start • End Date:** 08/20/09 • 10/22/09
- **Day:** Th
- **Time:** 5:00P – 8:00P
- **Cost:** 50.00
- **Location Code:** ECTR
- **Building Location:** Enrichment Center

For Registration information, refer to page 3. For Location Key, refer to page 6.
Professional Development  
Fall 2009

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

Course #: H-3873
Start • End Date: 08/18/09 • 08/18/09
Day: T
Cost: 65.00
Location Code: HMC
Building Location: Continuing Education Rm 219

Course #: L-3128
Start • End Date: 09/10/09 • 09/10/09
Day: Th
Time: 9:00A – 3:30P
Cost: 65.00
Location Code: DWCC
Building Location: Dennis Wicker Civic Center

Course #: H-3874
Start • End Date: 10/15/09 • 10/15/09
Day: Th
Time: 9:00A - 4:00P
Cost: 65.00
Location Code: HMC
Building Location: Continuing Education Rm 219

Course #: L-3129
Start • End Date: TBD
Day: TBD
Time: TBD
Cost: 120.00
Location Code: LMC
Building Location: TBD

Banking: Pre-Teller
For persons interested in becoming bank tellers and cashiers this course includes balancing operations, handling cash, customer relations, introduction to banking operations, motivation and self-confidence, professional conduct and dress, and security procedures.

Course #: L-3130
Start • End Date: 09/14/09 • 10/21/09
Day: MW
Time: 6:00P – 8:00P
Cost: 65.00
Location Code: LMC
Building Location: Joyner Rm 512

Basic Income Tax Preparation
The successful student will be able to understand and apply the current tax law to properly complete a 1040 tax return with the appropriate schedules. (Book: $40.00)

Course #: C-3968
Start • End Date: 09/10/09 • 12/03/09
Day: TTh
Time: 1:00P – 4:00P
Cost: 175.00
Location Code: SCMC
Building Location: TBD

Course #: C-3969
Start • End Date: 09/10/09 • 12/03/09
Day: TTh
Time: 6:00P – 9:00P
Cost: 175.00
Location Code: PMC
Building Location: Bldg 2 Room 207

Bioprocess Technology
This course is designed to provide an understanding of Bioprocess Technology.

Course #: C-3948
Start • End Date: 08/24/09 • 12/02/09
Day: MW
Time: 9:15A – 12:30P
Cost: 176.25
Location Code: PMC
Building Location: Bldg 2 Room 207

Construction Trades: Architectural Blueprint Reading
This course provides basic instruction in blueprint reading; students will develop a basic understanding of blueprint reading and gain the ability to read and interpret blueprints.

Course #: L-3191
Start • End Date: TBD
Day: TBD
Time: TBD
Cost: 120.00
Location Code: LMC
Building Location: TBD

For Registration information, refer to page 3. For Location Key, refer to page 6.
CREATIVE WRITING:
Beginning Fiction – Where do stories start?
Using writing exercises, group work, and critiquing, Anne Barnhill will teach participants the elements of fiction and lead you to complete a short story.

Course #: C-3734
Start • End Date: 09/14/09 • 11/02/09
Day: M  Time: 6:00P – 9:00P
Cost: 100.00  Location Code: PMC
Building Location: MPR

Get Out There, Get Published
Maureen Sherbondy will introduce the business side of publishing: how and where to send work out, electronic vs. print journals, contests, and what to expect when work is accepted.

Course #: C-3741
Start • End Date: 10/03/09 • 10/03/09
Day: Sa  Time: 1:00P – 5:00P
Cost: 65.00  Location Code: PMC
Building Location: MPR

Intro to Creative Journaling
Through prompts and creative writing exercises, Megan Cutter will show you how to use journaling for generating topics, bypassing writer’s block, and personal growth.

Course #: C-3739
Start • End Date: 10/10/09 • 10/10/09
Day: Sa  Time: 9:00A – 6:00P
Cost: 65.00  Location Code: PMC
Building Location: Bldg 2 Conf 2

Journal Writing–Self Healing
Judy Hogan will show how keeping a journal helps you write more fluently and preserves a life record, while clarifying your inner life and stimulating other creative work.

Course #: C-3732
Start • End Date: 09/14/09 • 11/02/09
Day: M  Time: 7:00P – 9:00P
Cost: 105.00  Location Code: PMC
Building Location: TBD

Non-Fiction Writing
Emily Boyle will introduce participants to various genres of non-fiction writing: interviews, memoir, travel, science, business, sports, and humor writing.

Course #: C-3733
Start • End Date: 08/31/09 • 11/23/09
Day: M  Time: 7:00P – 9:00P
Cost: 125.00  Location Code: PMC
Building Location: TBD

For Registration information, refer to page 3. For Location Key, refer to page 6.
Professional Development Fall 2009

Poetry
This class, led by Tom Dow, will improve your writing, editing, and critiquing skills. Through reading, writing, and discussing poetry, you’ll write more dynamic poems.

Course #: C-3736
Start • End Date: 09/15/09 • 11/17/09
Day: Th
Time: 6:30P – 9:30P
Cost: 125.00 Location Code: PMC
Building Location: TBD

Screenwriting
Participants will learn from Tommy Jenkins the fundamentals of telling a good story in screenplay format and how to turn ideas into outlines, scenes, and sequences.

Course #: C-3740
Start • End Date: 10/24/09 • 10/24/09
Day: Sa
Time: 9:00A – 6:00P
Cost: 65.00 Location Code: PMC
Building Location: MPR

Writing for Children and Young Adults
Stephanie Green will review the publishing climate and craft skills you need to write publishable books for children. Participants will write and critique their work in class.

Course #: C-3731
Start • End Date: 08/27/09 • 10/15/09
Day: Th
Time: 7:00P – 9:00P
Cost: 65.00 Location Code: PMC
Building Location: Bldg 1 Rm 229

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 share your unique and priceless experience.

Course #: C-3735
Start • End Date: 09/09/09 • 11/11/09
Day: W
Time: 9:30A – 11:30A
Cost: 108.00 Location Code: PMC
Building Location: Bldg 1 Rm 216

Writing the Mystery
Brenda Witchger will discuss turning ideas into plot, creating a memorable protagonist, establishing the setting, playing fair with the reader and the basics of story arc.

Course #: C-3738
Start • End Date: 11/14/09 • 11/14/09
Day: Sa
Time: 9:00A – 5:00P
Cost: 60.00 Location Code: PMC
Building Location: MPR

For Registration information, refer to page 3. For Location Key, refer to page 6.
### 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-3962**
- **Start • End Date:** 09/15/09 • 10/01/09
- **Day:** TTh
- **Time:** 6:00P – 9:00P
- **Cost:** 65.00
- **Location Code:** PMC
- **Building Location:** Bldg 1 Rm 204

**Course #: C-3963**
- **Start • End Date:** 10/20/09 • 11/05/09
- **Day:** TTh
- **Time:** 6:00P – 9:00P
- **Cost:** 65.00
- **Location Code:** PMC
- **Building Location:** Bldg 1 Rm 204

### Cosmetology in Spanish

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

**Course #: H-3871**
- **Start • End Date:** 08/24/09 • 10/15/09
- **Day:** MTWTh
- **Time:** 3:00P – 10:00P
- **Cost:** 181.25
- **Location Code:** DUNN
- **Building Location:** Dunn Cosmetology

**Course #: H-3872**
- **Start • End Date:** 09/08/09 • 10/15/09
- **Day:** MTWTh
- **Time:** 8:00A - 3:30P
- **Cost:** 181.25
- **Location Code:** HMC
- **Building Location:** Building 4

### 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-3964**
- **Start • End Date:** 09/08/09 • 10/08/09
- **Day:** TTh
- **Time:** 6:00P – 9:00P
- **Cost:** 120.00
- **Location Code:** PMC
- **Building Location:** TBD

**Course #: C-3965**
- **Start • End Date:** 09/12/09 • 10/03/09
- **Day:** Sa
- **Time:** 8:00A – 4:00P
- **Cost:** 120.00
- **Location Code:** PMC
- **Building Location:** Bldg 2 Conf 2

**Course #: L-3121**
- **Start • End Date:** 09/12/09 • 10/3/09
- **Day:** Sa
- **Time:** 9:00A – 5:00P
- **Cost:** 120.00
- **Location Code:** LMC
- **Building Location:** Fitness Rm 814

**Course #: L-3122**
- **Start • End Date:** 11/2/09 • 12/11/09
- **Day:** Online
- **Time:** Online
- **Cost:** 120.00
- **Location Code:** ONLINE

### Effective Teacher Training – Online

Develop instructional preparation, time management, and presentation skills; discipline strategies; and hands-on activities for the classroom; become familiar with NC school laws and administrative expectations.

**Course #: L-3122**
- **Start • End Date:** 11/2/09 • 12/11/09
- **Day:** Online
- **Time:** Online
- **Cost:** 120.00
- **Location Code:** ONLINE

For Registration information, refer to page 3. For Location Key, refer to page 6.
Grant Writing
This course focuses on the grant writing process from initial idea development and research to the writing of a proposal for submission to a foundation, corporation, or agency.

Course #: C-3717
Start • End Date: 09/24/09 • 10/22/09
Day: Th
Time: 7:00P – 9:00P
Cost: 65.00
Location Code: PMC
Building Location: TBD

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 classifications, with the emphasis on residential.)

Course #: C-3944
Start • End Date: 09/03/09 • 11/19/09
Day: Th
Time: 6:30P – 10:00P
Cost: 120.00
Location Code: SCMC
Building Location: Rm 6

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 #: S-2483
Start • End Date: 08/03/09 • 08/10/09
Day: M
Time: 6:00P – 9:00P
Cost: 50.00, plus book
Location Code: TSEC
Building Location: Triangle South Enterprise Center

Course #: L-3123
Start • End Date: 08/24/09 • 08/25/09
Day: MT
Time: 6:00P – 10:00P
Cost: 65.00
Location Code: LMC
Building Location: Bell Rm 102

Course #: C-3939
Start • End Date: 09/11/09 • 09/11/09
Day: F
Time: 9:00A – 4:00P
Cost: 65.00
Location Code: PMC
Building Location: Bldg 1 Rm 225

Course #: H-3868
Start • End Date: 09/12/09 • 09/12/09
Day: Sa
Time: 8:30A – 4:00P
Cost: 65.00
Location Code: HMC
Building Location: Continuing Education Rm 219

Course #: L-3124
Start • End Date: 09/26/09 • 09/26/09
Day: Sa
Time: 8:00A – 5:00P
Cost: 65.00
Location Code: LMC
Building Location: Bell Rm 102

Course #: C-3940
Start • End Date: 10/01/09 • 10/01/09
Day: Th
Time: 9:00A – 4:00P
Cost: 65.00
Location Code: PMC
Building Location: Bldg 1 Rm 225

Course #: H-3869
Start • End Date: 10/11/09 • 10/11/09
Day: Sa
Time: 8:30A – 4:00P
Cost: 65.00
Location Code: HMC
Building Location: Continuing Education Rm 219
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<th>Course #</th>
<th>Start • End Date</th>
<th>Day</th>
<th>Time</th>
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<td>10/19/09 • 10/20/09</td>
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<td>12/08/09 • 12/08/09</td>
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<td>DWCC</td>
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<td>65.00</td>
<td>PMC</td>
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<td>C-3946</td>
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<td>MW</td>
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<td>175.00</td>
<td>PMC</td>
<td>Bldg 1 Conf 1</td>
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<td>BUS-280-LJA</td>
<td>08/26/09 • 12/16/09</td>
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<td>6:00P – 10:00P</td>
<td>222.00</td>
<td>DWCC</td>
<td>Dennis Wicker Civic Center</td>
</tr>
</tbody>
</table>

**Manicurist**
This comprehensive course provides instruction and clinical practice in manicuring, nail building, and pedicuring. Manicurist students must complete 300 hours before applying to the State Board of Cosmetic Arts for examination.

**Marketing Fundamentals**
This course will include the analysis of marketing concepts and the marketing function. Emphasis will be placed on sales and promotion as well as marketing from the customer's perspective.

**North Carolina Real Estate Broker Pre-License**
This course covers agency relationship and duties as well as ethical and legal issues.

**R.E.A.L.** (Rural Entrepreneurship through Action Learning)
Rural Entrepreneurship through Action Learning is a hands-on learning experience to manage your business or start one from the ground up in a fun, interactive style with others through curricula, training, and resources; includes opportunity to hear from business professionals.
Real Estate Elective (TBA)
The elective is approved by the N.C. Real Estate Commission. The elective will be announced. Lunch included for those who attend both the morning session (Real Estate Update) and the afternoon session (Elective).

Course #: S-3510
Start • End Date: 10/23/09
Day: F  Time: 1:30P – 5:30P
Cost: 45.00 (Lunch, All-Day Attendees Only)
Location Code: TSEC
Building Location: Triangle South Enterprise Center

Real Estate Math
This course is designed to be a review of basic math principles used in Real Estate.

Course #: C-3947
Start • End Date: 09/22/09 • 10/27/09
Day: T  Time: 6:00P – 8:00P
Cost: 65.00  Location Code: PMC
Building Location: Bldg 1 Conf 1

Real Estate Pre-license Course
Approved Real Estate pre-license 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-2477
Start • End Date: 08/10/09 • 10/12/09
Day: MTu  Time: 6:00P – 10:00P
Cost: 60.00  Location Code: DAWCC
Building Location: Dennis Wicker Civic Center

Real Estate Post-license Course: Selected Topics, 303
Approved RE Commission Broker Postlicense course, 30-hour continuing-education credit. Topics include: commercial real estate brokerage, residential property management, land use controls, loan fraud, license law issues and case studies, fair housing, establishing a brokerage firm, and manufactured and modular homes.

Course #: S-2478
Start • End Date: 08/11/09 • 09/10/09
Day: TuTh  Time: 6:00P – 9:00P
Cost: 55.00  Location Code: DWCC
Building Location: Dennis Wicker Civic Center

Real Estate Update # 9910
This is the required course for 2009-2010 (four-hour update credit). Lunch included for those who attend both the morning session (Real Estate Update) and the afternoon session (Elective).

Course #: S-3509
Start • End Date: 10/23/09
Day: F  Time: 8:30A – 12:30P
Cost: 45.00 (Lunch, All-Day Attendees Only)
Location Code: TSEC
Building Location: Triangle South Enterprise Center
Small Engine Repair
Provides hands-on knowledge of small engine repair techniques and the operation of four stroke engines; introduction to the small engine industry and career opportunities.

Course #: L-3173
Start • End Date: 08/18/09 • 10/27/09
Day: T  Time: 6:00P – 10:00P
Cost: 120.00  Location Code: LMC
Building Location: Joyner Rm 512

Supervisor Training
This course is designed to provide new supervisors with the knowledge to motivate, lead, and teach a team to perform up to and above expectations, standards, and budgets.

Course #: C-3943
Start • End Date: 09/15/09 • 10/27/09
Day: T  Time: 1:00P – 5:00P
Cost: 260.00  Location Code: PMC
Building Location: Bldg 2 Conf 2

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-3137
Start • End Date: 09/08/09 • 09/10/09
Day: TTh  Time: 6:00P – 10:00P
Cost: 65.00  Location Code: LMC
Building Location: Joyner Rm 516

Course #: L-3139
Start • End Date: 11/03/09 • 11/05/09
Day: TTh  Time: 6:00P – 10:00P
Cost: 65.00  Location Code: LMC
Building Location: Joyner Rm 516

Course #: L-3140
Start • End Date: 12/01/09 • 12/03/09
Day: TTh  Time: 6:00P – 10:00P
Cost: 65.00  Location Code: LMC
Building Location: Joyner Rm 516
Our Basic Skills
Programs offer a variety of opportunities for lifelong learning:

Adult Basic Education serves students who did not earn a high school diploma or who seek to improve reading, writing, and math skills

Students can earn an Adult High School Diploma or General Educational Development (GED)

English as a Second Language classes are offered for individuals who want to learn English

Adults with intellectual disabilities can enhance academic and life skills through Compensatory Education

Day, evening, and weekend classes are available

Lee County: (919) 776-7323
Harnett County: (910) 814-1123
Chatham County: Siler City (919) 742-2715, ext. 28
Pittsboro (919) 542-6495, ext. 211
SBC: Chatham Seminars

Common Sense to Debt
Learn simple yet effective methods to begin the process of making yourself debt free! Find out about the shams and “quick fixes” that should be avoided and most importantly how to control debt, instead of allowing debt to control you!

Course #: S-2501  
Start • End Date: 08/13/09  
Day: Th  
Time: 3:00P – 5:30P  
Cost: Free  
Location Code: PMC  
Building Location: Conference Room Building 2

Write a Business Plan, Part I
First of a four-session course (over an eight-week period) on writing a business plan. You’ll be challenged to write a plan during that period, to be reviewed by your peers and instructor. Part I is an overview of the entire process.

Course #: S-3476  
Start • End Date: 09/08/09  
Day: Tu  
Time: 6:30P – 9:00P  
Cost: Free  
Location Code: PMC  
Building Location: Conference Room, Building 2

Business Etiquette in the Electronic Age
Technology has infiltrated the business world and is here to stay. As wonderful as these advances are, they affect behavior—and not always for the best. We'll examine how technology can help or hinder our ability to do business effectively.

Course #: S-3477  
Start • End Date: 09/15/09  
Day: Tu  
Time: 6:30P – 8:30P  
Cost: Free  
Location Code: PMC  
Building Location: Conference Room, Building 2

Write a Business Plan, Part II
This is the second of a four-session course on writing a business plan, over a period of eight weeks. This session will be devoted to products and services, mission statement, and market research.

Course #: S-3478  
Start • End Date: 09/29/09  
Day: Tu  
Time: 6:30P – 9:00P  
Cost: Free  
Location Code: PMC  
Building Location: Conference Room, Building 2

Extreme Self Assessments
Students will dig deep to consider what obstacles, situations, and beliefs are holding them back. In two person teams, they’ll discuss their results with another. You’ll develop and the class will review and suggest alternative action plans.

Course #: S-3479  
Start • End Date: 10/06/09  
Day: Tu  
Time: 6:30P – 8:30P  
Cost: Free  
Location Code: PMC  
Building Location: Conference Room, Building 2

Stop Selling Yourself Short
Come learn how to convert even difficult prospects into paying (and happy!) customers using credibility marketing, recommendation selling, and proven methods that enable you and the customer to enjoy the sales process.

Course #: S-3480  
Start • End Date: 10/13/09  
Day: Tu  
Time: 6:30P – 9:00P  
Cost: Free  
Location Code: PMC  
Building Location: Conference Room, Building 2

Write a Business Plan, Part III
This is the third of a four-session course on writing a business plan, over a period of eight weeks. This session will be devoted to marketing, sales, and operations plans.

Course #: S-3481  
Start • End Date: 10/20/2009  
Day: Tu  
Time: 6:30P – 9:00P  
Cost: Free  
Location Code: PMC  
Building Location: Conference Room, Building 2
Small Business Seminars Fall 2009

SBC: Chatham Seminars (continued)
Taking the “Work” Out of Networking
Networking can help you build partnerships, improve your communication skills, and move up the career ladder. We’ll look at common myths about networking and provide an easy-to-follow method to get beyond “schmoozing” and start building relationships.
Course #: S-3482
Start • End Date: 10/27/2009
Day: Tu Time: 6:30P – 8:30P
Cost: Free Location Code: PMC
Building Location: Conference Room, Building 2

Manage Diversity, Eliminate Harassment, Build Respect
Why are people disrespectful? Learn about the repercussions of offensive language and gestures. Learn how to investigate, evaluate, take action, and follow up to eliminate harassment and build respect in the workplace.
Course #: S-3483
Start • End Date: 11/03/2009
Day: Tu Time: 6:30P – 9:00P
Cost: Free Location Code: PMC
Building Location: Conference Room, Building 2

Write a Business Plan, Part IV
This is the fourth of a four-session course on writing a business plan, over a period of eight weeks. This last session will be focused on financial plan, executive summary, and your elevator speech.
Course #: S-3484
Start • End Date: 11/10/2009
Day: Tu Time: 6:30P – 9:00P
Cost: Free Location Code: PMC
Building Location: Conference Room, Building 2

SBC: Harnett Seminars
Common Sense to Credit
Credit scores are important. Learn how to improve your credit score, the importance of maintaining good credit, and the positive financial consequences it produces. Using several proven methods, your credit score could increase by 50-100 points or more within 30 days.
Course #: S-3511
Start • End Date: 08/18/09
Day: Tu Time: 1:00P – 3:30P
Cost: Free Location Code: TSEC
Building Location: Triangle South Enterprise Center

The ABC’s of Selling on EBAY
In this two hour seminar, you will learn the basics of how to sell on EBAY.
Course #: S-3505
Start • End Date: 09/22/09
Day: Tu Time: 6:00P – 9:00P
Cost: Free Location Code: TSEC
Building Location: Triangle South Enterprise Center

How to Start a Small Business
If you are thinking of starting a small business, this seminar should be the best part of the business planning phase. John Brewer will guide you in the direction of a successful venture.
Course #: S-3507
Start • End Date: 09/22/09
Day: Tu Time: 6:00P – 9:00P
Cost: Free Location Code: TSEC
Building Location: Triangle South Enterprise Center

Clean Up the Clutter
In the hustle and bustle of our busy lives, we forget ourselves and the relaxation, renewal, and restoration we need. “Clean Up the Clutter” will remind us that we need to clear our minds and unwind in order to be refueled for the next task.
Course #: S-3506
Start • End Date: 09/24/09
Day: Th Time: 11:45A – 1:15P
Cost: $8.00/lunch Location Code: TSEC
Building Location: Triangle South Enterprise Center

Marketing and Advertising for Your Small Business
In this seminar you will learn how to develop a marketing/advertising plan and budget, identify and reach the targeted customers. A full menu of various types of marketing and advertising tools and strategies will be covered.
Course #: S-3508
Start • End Date: 10/13/09
Day: Tu Time: 6:00P – 9:00P
Cost: Free Location Code: TSEC
Building Location: Triangle South Enterprise Center

For Registration information, refer to page 3. For Location Key, refer to page 6.
SBC: Lee Seminars

Business Etiquette: From the Break Room to the Boardroom
In this seminar, we'll look at the many different aspects of business etiquette, from introductions to difficult situations, from appropriate office environments to meals and events, and beyond.

Course #: S-3485
Start • End Date: 09/10/09
Day: Th
Time: 11:30A – 1:30P
Cost: $5/no lunch; $10/lunch
Location Code: SACC
Building Location: Sanford–Chamber of Commerce

Business Recordkeeping & Taxes
Designed to identify records needing to be kept; how they are to be maintained and best format to use in doing so. Tax implications and entity-decision impact covered. Participants will work through the various records in the normal bookkeeping cycle.

Course #: S-3486
Start • End Date: 09/15/09
Day: Tu
Time: 6:30P – 9:00P
Cost: Free
Location Code: DWCC
Building Location: Dennis Wicker Civic Center

Home Business Deductions & Taxes
What are considered as legitimate business deductions? You may be surprised! Learn how and when you can take them. The instructor will also assist the attendee in taxes, forms, methods, and deadlines.

Course #: S-3487
Start • End Date: 09/22/09
Day: Tu
Time: 6:30P – 9:00P
Cost: Free
Location Code: DWCC
Building Location: Dennis Wicker Civic Center

Marketing & Developing the Business Image
Discover the image your business currently projects and find a variety of ways to mold that image. Learn how to choose the right name, how attitude and appearance affect business prosperity, why a marketing strategy is essential, and the ins and outs of effective advertising.

Course #: S-3488
Start • End Date: 09/29/09
Day: Tu
Time: 5:00P – 7:30P
Cost: Free
Location Code: DWCC
Building Location: Dennis Wicker Civic Center

How to Write a Business Plan
Learn how to write a business plan, why you need one, and what it means to your business. You’ll be motivated to put pen and ideas to paper and to start writing and doing. Samples and tips are discussed, too.

Course #: S-3489
Start • End Date: 10/08/09
Day: Th
Time: 6:30P – 9:00P
Cost: Free
Location Code: DWCC
Building Location: Dennis Wicker Civic Center

Small Claims Court
Focuses on use of Small Claims Court, evictions, tenant rights, and other current and pertinent topics. Taught by the experts: Clerk of Courts, Magistrate, and Sherriff. A must for landlords, tenants, and real estate agents.

Course #: S-3490
Start • End Date: 10/14/09
Day: W
Time: 11:30A – 1:30P
Cost: Free/no lunch; $7/lunch
Location Code: DWCC
Building Location: Dennis Wicker Civic Center

Finding & Writing Grants
Focuses on how to get organized to prepare grant proposals with grant-writing tips. Topics to be discussed include: identifying funding sources, how to be prepared as an organization, elements of a grant proposal, etc. An excellent seminar for non-profits.

Course #: S-3491
Start • End Date: 10/15/09
Day: Th
Time: 6:30P – 9:00P
Cost: Free
Location Code: DWCC
Building Location: Dennis Wicker Civic Center

Identity Theft Compliance
Topics include: the financial risk to the businesses, the five types of identity theft that plague business, the cost of identity theft to businesses, legislation and penalties, FTC guidelines for compliance, and red flags rule.

Course #: S-3492
Start • End Date: 10/20/09
Day: Tu
Time: 6:30P – 9:00P
Cost: $5/no lunch; $10/lunch
Location Code: SACC
Building Location: Sanford –Chamber of Commerce

For Registration information, refer to page 3. For Location Key, refer to page 6.
Selling & Buying on eBay
A beginner-level session to help you get started in eBay. Some topics include: PayPal, eBay videos, researching listings, setting up a listing, and pricing items. You’ll also get some bonus information that you will not want to miss!

Course #: S-3493
Start • End Date: 10/27/09
Day: Tu  Time: 6:00P – 9:00P
Cost: Free  Location Code: DWCC
Building Location: Dennis Wicker Civic Center

Common Sense to Debt
Learn simple yet effective methods to begin the process of making yourself debt free! Find out about the shams and “quick fixes” that should be avoided and most importantly how to control debt, instead of allowing debt to control you!

Course #: S-3494
Start • End Date: 11/04/09
Day: W  Time: 6:30P – 9:00P
Cost: Free  Location Code: DWCC
Building Location: Dennis Wicker Civic Center

Military Business Opportunity Workshop
The Federal Government is ready to do business with qualified businesses that supply goods and services. Find out how to position your business to connect with this potential income opportunity and how to win those contracts. Businesses only.

Course #: S-3495
Start • End Date: 11/12/09
Day: Th  Time: 1:00P – 3:30P
Cost: Free  Location Code: DWCC
Building Location: Dennis Wicker Civic Center

Finding Federal Bus / Reading & Responding to Gov’t Proposals
Attain a higher level of understanding for finding, tracking, and navigating through the myriad of government websites. Find more business opportunity online, understand how to assess a government proposal, and complete an actual bid for the project. Businesses only.

Course #: S-3496
Start • End Date: 11/12/09
Day: Th  Time: 4:30P – 7:00P
Cost: Free  Location Code: DWCC
Building Location: Dennis Wicker Civic Center

10 Steps to Starting a Business
Get an overall understanding of the steps you need to take to make your dream a reality—not a nightmare. Starting with what you should know before you commit, this seminar guides you through financial resources, markets, and tax requirements.

Course #: S-3497
Start • End Date: 11/17/09
Day: Tu  Time: 6:30P – 9:00P
Cost: Free  Location Code: DWCC
Building Location: Dennis Wicker Civic Center

Self Defense in the Workplace
Learn about how to stay safe at the workplace.

Course #: S-3498
Start • End Date: 11/19/09
Day: Th  Time: 11:30A – 1:30P
Cost: $5/no lunch; $10/lunch  Location Code: SACC
Building Location: Sanford–Chamber of Commerce

Introduction to Social Networking
Social networking sites help you make better use of your professional network and help the people you trust in return. Find out how they can help you in your business life, how to create profiles, and find and connect with others.

Course #: S-3499
Start • End Date: 12/03/09
Day: Th  Time: 11:30A – 1:30P
Cost: $5/no lunch; $10/lunch  Location Code: SACC
Building Location: Sanford–Chamber of Commerce

For Registration information, refer to page 3. For Location Key, refer to page 6.
Sustainable & Green Education Fall 2009

GREEN BUILDING:
Carpentry, Electrical, and Plumbing
Students will learn skills necessary to work in the construction trades as well as build or remodel their own structures.

Course #: C-3915
Start • End Date: 09/15/09 • 12/01/09
Day: T
Time: 7:00P – 9:00P
Cost: 121.25
Location Code: PMC
Building Location: Bldg 1 Rm 111

Introduction to Sustainable Communities
Understanding principles of sustainability as they apply to local community public policy making. Taught by Jeffrey Starkweather.

Course #: C-3916
Start • End Date: 09/17/09 • 11/19/09
Day: Th
Time: 6:00P – 9:00P
Cost: 120.00
Location Code: PMC
Building Location: Bldg 1 Rm 225

Community Energy Assessment
Students will learn to evaluate, measure, and improve sustainability and the impact of the carbon footprint. Energy use, water, transportation, social sustainability, and land management practices will be covered.

Course #: C-3909
Start • End Date: 09/02/09 • 11/04/09
Day: W
Time: 6:00P – 9:00P
Cost: 120.00
Location Code: PMC
Building Location: TBD

Green Mechanical Systems
Learn how to maximize energy efficiency of existing equipment (HVAC, Plumbing, and Electrical Systems), specifying the most efficient systems, using renewable and sustainable fuel sources, and conserving water.

Course #: C-3912
Start • End Date: 09/09/09 • 11/11/09
Day: W
Time: 6:00P – 9:00P
Cost: 120.00
Location Code: PMC
Building Location: TBD

Intro to Photovoltaic System Design
This class describes and explains the properties and uses of photovoltaic systems and components. Qualifies student to take NABCEP exam.

Course #: C-3910
Start • End Date: 09/02/09 • 11/11/09
Day: W
Time: 6:00P – 9:00P
Cost: 120.00
Location Code: PMC
Building Location: Bldg 1 Rm 225

Introduction to Wastewater for the Community and Industry
Learn the basics of how municipal and industrial wastewater supplies are managed and the biological mechanisms used in the treatment of wastewater.

Course #: C-3911
Start • End Date: 11/03/09 • 11/24/09
Day: T
Time: 6:00P – 9:00P
Cost: 65.00
Location Code: PMC
Building Location: Bldg 1 Rm 229

Introduction to Sustainable Building Design
An architect will lead this course detailing sustainable residential site development, design considerations, and other key sustainability elements.

Course #: C-3908
Start • End Date: 09/24/09 • 12/03/09
Day: Th
Time: 6:00P – 9:00P
Cost: 121.25
Location Code: PMC
Building Location: Bldg 1 Rm 111

Living Roofs and Rain Gardens—Overview and Installation
Course covers design basics, students will install a living roof and rain garden (bio-retention area) at a local park. Taught by Rhonda Goolsby and Fred Royal.

Course #: C-3974
Start • End Date: 10/07/09 • 10/31/09
Day: W
Time: 6:00P – 9:00P
Cost: 66.25
Location Code: PMC
Saturday Lab: 10/31/09 • 9:00A – 3:30P
Building Location: Bldg 1 Rm 225

For Registration information, refer to page 3. For Location Key, refer to page 6.
Residential Building Science
This class will introduce fundamentals of building science principles and application, i.e. heat, air, moisture flow in buildings to optimize performance using the “systems approach” for green residential building and design.

Course #: C-3913
Start • End Date: 09/14/09 • 11/09/09
Day: M
Time: 6:30P – 9:30P
Cost: 121.25
Location Code: PMC
Building Location: TBD

Weatherizing your Home
Discover air leaks, research best insulation practices, and easy upgrades to save energy this winter and beyond.

Course #: C-3914
Start • End Date: 09/15/09 • 11/24/09
Day: T
Time: 6:00P – 8:00P
Cost: 66.25
Location Code: PMC
Building Location: Bldg 1 Rm 117

SUSTAINABLE AGRICULTURE:
Foods that Heal
The student will recognize the chemical properties and therapeutic value of foods and how to properly combine them into tasty, healthy meals.

Course #: C-3953
Start • End Date: 09/14/09 • 11/16/09
Day: M
Time: 6:00P – 8:00P
Cost: 65.00
Location Code: PMC
Building Location: TBD

Healing Herbs
The student will recognize the healing properties of herbs and how they are used in conjunction with food preparation.

Course #: C-3954
Start • End Date: 09/15/09 • 11/17/09
Day: T
Time: 6:00P – 8:00P
Cost: 65.00
Location Code: PMC
Building Location: TBD

Permaculture Design Practicum
Learn how to apply the principles and concepts of permaculture design to a project site of your own choosing. Learning the tools of site analysis, design development, and applying the fundamentals of Permaculture can yield a functional and beautiful landscape.

Course #: C-3901
Start • End Date: 09/02/09 • 12/02/09
Day: W
Time: 6:15P – 9:00P
Cost: 65.00
Location Code: PMC
Building Location: TBD

For Registration information, refer to page 3. For Location Key, refer to page 6.
ECOTOURISM:

Intro to Ecotourism
An introduction to ecotourism definition, practices, and principles. Exploration of the types of ecotourism businesses, both nonprofit and for profit.

Course #: C-3956
Start • End Date: 09/15/09 • 11/17/09
Day: T
Time: 6:00P – 8:00P
Cost: 65.00
Location Code: PMC
Building Location: TBD

Natural & Cultural Resources of Central Carolina
This course is designed to teach the student to identify the various cultural and natural resources of Central Carolina and their rich history.

Course #: C-3957
Start • End Date: 09/17/09 • 11/19/09
Day: Th
Time: 6:00P – 9:00P
Cost: 120.00
Location Code: PMC
Building Location: Bldg 2 Rm 109

Wilderness Safety
To prepare the successful student to have a basic understanding of first responder skills, prepare for outdoor experience, weather safety, mapping techniques, and search operations.

Course #: C-3955
Start • End Date: TBD
Day: Sa
Time: 9:00A – 4:00P
Cost: 121.25
Location Code: PMC
Building Location: TBD

Want to be a part of the fastest growing area of the tourism industry?
Then Check out our Ecotourism certification program.

Students will interact with and learn about natural environments and their ecologies. For more information, contact Ramona Leftwich at the Chatham County Campus in Pittsboro.

(919) 542-6495, ext. 223
rleftwich@cccc.edu
Earn a Certificate in Green Building

>> Offered at the CCCC-Chatham County Campus
>> Requires 18 hours of continuing education credit hours

>> This certificate provides industry professionals, both novice (with adequate field experience) and experienced, with sufficient training to add to their construction, planning, management, or design experience increasing skills and marketability in the green building industry.

>> For green building classes, visit pages 54 to 55.

For more information, contact Laura Lauffer at (919) 542-6495, ext. 228 or llauffer@cccc.edu.

www.cccc.edu/greenbuilding

Lee County’s Premier Venue
The Dennis A. Wicker Civic Center

Strategically located in Sanford, the heart of North Carolina as well as Lee County, the Dennis A. Wicker Civic Center facility has the ability to host a variety of events, whether educational, social or civic gatherings.

Highlights: The civic center holds events of various types and sizes by offering:
  • Main hall (will seat 1200 concert style)
  • Smaller Auditorium/Rooms
  • Conference Rooms
  • Executive Board Room
  • Multiple Classrooms
  • Computer Lab
  • Adequate parking for large events
Staff member on duty at all times.
Rental rates to accommodate special events.

For pricing and facility information, visit our website www.dawcc.com or call (919) 776-0345.
The Civic Center is open for your event... 7 Days a Week  8:00 a.m. to 12:00 a.m.