

**CVCC-Alexander Center for Education  
Non-Credit Course Offerings  
2011**

**Adult Basic Skills/GED/ESL**

<b>Classes</b>	<b>Sem.</b>	<b>Day</b>	<b>Start</b>	<b>End</b>	<b>Time</b>	<b>Instructor</b>	<b>Cost</b>
ABE/GED		M-TH			8:30 a.m. – 12:30 p.m.		
ABE/GED		M-TH			5:00 p.m. – 8:00 p.m.		
ABE/GED		F			8:30 a.m.—12:30 p.m.		
CED – Compensatory Education		M/W			3:00 p.m. – 5:00 p.m.		
ESL- English as a Second Language		M/W			6:00 p.m.—8:30 p.m.		
<b>New Beginnings</b> * This 2 Days orientation to the GED program is required for all students entering the program	<b>Spr 11</b>	M/W T/W	03/14/11 03/15/11	03/16/11 03/16/11	8:30 a.m. – 12:30 p.m. 5:00 p.m. – 9:00 p.m.	<b>Melissa Dyson</b>	
<b>New Beginnings</b> * This 2 Days orientation to the GED program is required for all students entering the program	<b>Spr 11</b>	M/W T/W	04/18/11 04/19/11	04/20/11 04/20/11	8:30 a.m. – 12:30 p.m. 5:00 p.m. – 9:00 p.m.	<b>Melissa Dyson</b>	
<b>New Beginnings</b> * This 2 Days orientation to the GED program is required for all students entering the program.	<b>Sum 11</b>	M/W T/W	05/16/11 05/17/11	05/18/11 05/18/11	8:30 a.m. – 12:30 p.m. 5:00 p.m. – 9:00 p.m.	<b>Melissa Dyson</b>	
<b>New Beginnings</b> * This 2 Days orientation to the GED program is required for all students entering the program.	<b>Sum 11</b>	M/W T/W	06/20/11 06/21/11	06/22/11 06/22/11	8:30 a.m. – 12:30 p.m. 5:00 p.m. – 9:00 p.m.	<b>Melissa Dyson</b>	

<b>New Beginnings</b> * This 2 Days orientation to the GED program is required for all students entering the program.	Sum 11	M/W T/W	07/18/11 07/19/11	07/20/11 06/20/11	8:30 a.m. – 12:30 p.m. 5:00 p.m. – 9:00 p.m.	Melissa Dyson	
<b>New Beginnings</b> * This 2 Days orientation to the GED program is required for all students entering the program.	Fall 11	M/W T/W	08/15/11 08/16/11	08/17/11 08/17/11	8:30 a.m. – 12:30 p.m. 5:00 p.m. – 9:00 p.m.	Melissa Dyson	
<b>New Beginnings</b> * This 2 Days orientation to the GED program is required for all students entering the program.	Fall 11	M/W T/W	09/19/11 09/20/11	09/21/11 09/21/11	8:30 a.m. – 12:30 p.m. 5:00 p.m. – 9:00 p.m.	Melissa Dyson	
<b>New Beginnings</b> * This 2 Days orientation to the GED program is required for all students entering the program.	Fall 11	M/W T/W	10/17/11 10/18/11	10/19/11 10/19/11	8:30 a.m. – 12:30 p.m. 5:00 p.m. – 9:00 p.m.	Melissa Dyson	
<b>New Beginnings</b> * This 2 Days orientation to the GED program is required for all students entering the program.	Fall 11	M/W T/W	11/14/11 11/15/11	11/16/11 11/16/11	8:30 a.m. – 12:30 p.m. 5:00 p.m. – 9:00 p.m.	Melissa Dyson	

**\*\*No December New Beginnings\*\***

**School of Health & Public Services Public Safety Innovation Center**

**Pre requisites may apply for these classes. To Pre-register please contact Tim Chewning at Ext: 4331 or  
Carla Black at Ext 4306 (828-327-7000) Public Safety Tuition may be exempt**

<b>Classes</b>	<b>Sem.</b>	<b>Days</b>	<b>Start</b>	<b>End</b>	<b>Time</b>	<b>Instructor</b>	<b>Cost</b>
First Aid SEF-3009-400 (50484)	Spr11	T/TH	02/15/11	02/17/11	6:00 p.m.-10:00 p.m.	Troy Perry	\$65.00
Haz-Mat Level I Responder FIP 3351-401 (53587)	Spr 11	M-TH SAT	04/06/11	04/30/11	6:00 p.m.-10:00 p.m. 8:00 a.m.-5:00 p.m.	Terry Foxx	\$120.00
Basic EMT Course	TBA	TBA	TBA	TBA	TBA	TBA	TBA
EMT-Paramedic Course	TBA	TBA	TBA	TBA	TBA	TBA	TBA
NFA Arson Detection for the First Responder FIP 3500-400 (54225)	Spr 11	T/TH	05/10/11	05/14/11	6:00 p.m.-10:00 p.m. 8:00 a.m.-5:00 p.m.	Bill Bump	TBA
Communication & Documentation EMS 3060-400 (54204)	Spr 11	M	02/21/11	02/21/11	9:00 a.m.-12:00 p.m.	Bradley Earp	\$65.00
Communication & Documentation EMS 3060-401 (54205)	Spr 11	T	02/22/11	02/22/11	6:00 p.m.-9:00 p.m.	Bradley Earp	\$65.00

**Community Services**

**Louise Garrison 828-327-7000 EXT:4326 or Cheri Toney at Ext: 4320**

<b>Classes</b>	<b>Sem.</b>	<b>Days</b>	<b>Start</b>	<b>End</b>	<b>Time</b>	<b>Instructor</b>	<b>Cost</b>
Basics of Selling on Ebay CSP 4556-400 (52585)	Sum 11	M	05/23/11	05/23/11	6:00 p.m.-9:00 p.m.	Nick Hawks	\$40.00
Concealed Handgun CSP 4503-401 (52318) Must sign two waivers and be 18	Sum 11	M/T/W	03/14/11	03/16/11	6:00 p.m.-10:00 p.m. Wed @ Range	Jack Simons	\$75.00

Concealed Handgun CSP 4503-400 (52321) Must sign two waivers and be 18	Sum 11	M/T/W	05/16/11	05/18/11	6:00 p.m.-10:00 p.m. Wed @ Range	Jack Simons	\$75.00
Creative Writing CSP-4624-400 (52954)	Spr11	T	03/22/11	04/19/11	6:00 p.m.-9:00 p.m.	Micki Earp	\$45.00
Sign Language –Beg.-Level I CSP-4589-400 (54120)	Spr 11	T	04/26/11	06/14/11	6:00 p.m.-8:00 p.m.	Micki Earp	\$65.00

**Workforce Development Innovation Center**  
**Susan Killian 828-327-7000 4330 or Jane Lail at EXT: 4116**

**\*\*Must meet prerequisites prior to registering for these classes\*\***

Classes	Sem.	Days	Start	End	Time	Instructor	Cost
Digital Scrap Booking	Spr 11	M	03/07/11	05/02/11	6:00 p.m.—8:00 p.m.	Tracy Chapman	
Excel I CAS7201-400 (52550)	Sum 11	TH	06/30/11	07/28/11	6:00 p.m.—9:00 p.m.	Omega Howell	\$70.00
Excel I CAS 7201-400-(52619)	Fall 11	TH	10/06/11	10/27/11	6:00 p.m.—9:00 p.m.	Omega Howell	\$70.00
Movie Making Made Easy SEF 1122-400 (53540)	Spr 11	M	04/04/11	04/25/11	6:00 p.m.—9:00 p.m.	Kenneth Setzer	\$79.00
Movie Making Made Easy SEF 1122-400 (54255)	Fall 11	TH	08/04/11	08/25/11	6:00 p.m.—9:00 p.m.	Kenneth Setzer	\$79.00
Movie Making Made Easy SEF 1122-401 (54257)	Fall 11	TH	12/01/11	12/22/11	6:00 p.m.—9:00 p.m.	Kenneth Setzer	\$79.00
Notary Public SEF 1500-401 (52496)	Spr 11	M/T	02/21/11	02/22/11	5: 15p .m.—8:45 p.m.	Amy Greene	\$75.00
Notary Public SEF 1500-402 (52497)	Spr 11	F	03/18/11	03/18/11	8: 30 a.m.—4:30 p.m.	Amy Greene	\$75.00
Notary Public SEF 1500-403 (52501)	Spr 11	M/T	04/11/11	04/12/11	5: 15p .m.—8:45 p.m.	Amy Greene	\$75.00
Notary Public SEF 1500-400 (52570)	Sum 11	M/T	05/16/11	05/17/11	5: 15p .m.—8:45 p.m.	Amy Greene	\$75.00

Notary Public SEF 1500-401 (52573)	Sum 11	M	06/20/11	06/20/11	8: 30 a.m.—4:30 p.m.	Amy Greene	\$75.00
Notary Public SEF 1500-402 (52575)	Sum 11	M/T	07/11/11	07/12/11	5: 15p .m.—8:45 p.m.	Amy Greene	\$75.00
Notary Public SEF 1500-400 (52665)	Fall 11	W	08/31/11	08/31/11	8: 30 a.m.—4:30 p.m.	Amy Greene	\$75.00
Notary Public SEF 1500-401 (52668)	Fall 11	M/T	09/26/11	09/27/11	5: 15p .m.—8:45 p.m.	Amy Greene	\$75.00
Notary Public SEF 1500-402 (52670)	Fall 11	T	10/18/11	10/18/11	8: 30 a.m.—4:30 p.m.	Amy Greene	\$75.00
Notary Public SEF 1500-403 (52676)	Fall 11	M/T	11/21/11	11/22/11	5: 15p .m.—8:45 p.m.	Amy Greene	\$75.00
Notary Public SEF 1500-404 (52678)	Fall 11	F	12/02/11	12/02/11	8: 30 a.m.—4:30 p.m.	Amy Greene	\$75.00
PC & Windows-Intro CAS 7200-400 (52466)	Spr 11	TH	03/03/11	03/24/11	6:00 p.m.—9:00 p.m.	Omega Howell	\$70.00
PC & Windows-Intro CAS7200-400 (52624)	Fall 11	TH	09/01/11	09/22/11	6:00 p.m.—9:00 p.m.	Omega Howell	\$70.00
Spanish for Healthcare SEF1118-400 (52566)	Sum 11	M	04/04/11	05/16/11	1:00 p.m.-4:00 p.m.	Maria Daily	\$99.00
Spanish for the workplace Teachers & School Adm.	Spr 11	TH	03/24/11	04/28/11	6:00 p.m.-9:00 p.m.	Sarah Gomez	TBA
Word Level I CAS7205-400 (52555)	Sum 11	T	06/07/11	06/28/11	6:00 p.m.—9:00 p.m.	Omega Howell	\$70.00
Word Level I CAS 7205-400 (52627)	Fall 11	W	10/05/11	10/26/11	6:00 p.m.—9:00 p.m.	Omega Howell	\$70.00

**Health Services Innovation Center**  
**Donna Trado 828- 327-7000 EXT: 4325 or Donna Davis EXT: 4319**

**\*\*Must meet prerequisites prior to registering for these classes**

Classes	Sem.	Days	Start	End	Time	Instructor	Cost
CNA I NUR 3240-401 (52870)	Sum 11	M/W	03/14/11	06/06/11	8:00 a.m.-4:30 p.m.	Angie Kever	\$190.75
CNA I NUR 3240-402 (52871)	Sum 11	T/TH	04/12/11	06/30/11	8:00 a.m.-4:30 p.m.	Katrina Lane	\$190.75

Point Of Care Training MLA 7004-400 (52803)	Sum 11	T/TH	05/03/11	06/02/11	8:00 a.m.-1:00 p.m.	Libby Shook	\$120.00
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**\*\*New For Phlebotomy\*\***

**Students who plan to register for Phlebotomy classes **MUST** meet the following **BEFORE** registering for class: (1)**

**Complete the Pathways to Health Care Class (2) Pass the Phlebotomy placement test administered in Pathways.**

**Students who meet the following criteria may be exempt from taking the Pathways to Health Care Class: 2 year degree or higher, score 81 or higher on Compass reading, score 41 or higher on ASSET reading, successfully complete Reading 090 or higher, must have passed AP English Exam and score 80 or above on Accuplacer .**

**To register or for more information call 828-327-7000 ext. 4370 or 4331**

**Learning and Personal Enrichment  
Joyce Watson, HRD Director  
828-327-7000 EXT: 4370 or Ina Scott 4522**

**Restrictions: These classes are at no cost for unemployed, notice of lay-off, or earned income tax credit or those that meet the income requirements of less than \$21,660.00. If you are with TAA or TRA you cannot apply. Potential for lay off.**

Classes	Sem.	Days	Start	End	Time	Instructor	Cost
Computer Literacy HRD-3005-402 (50798)	Spr 11	M/W	04/04/11	04/27/11	5:00 p.m.-9:00 p.m.	Sandra Roten	Restrictions/ \$120.00
Computer Literacy HRD 3005-400 (50981)	Sum11	M/W	05/02/11	05/25/11	5:00 p.m.-9:00 p.m.	Sandra Roten	Restrictions/ \$120.00
Computer Literacy HRD 3005-400 (52755)	Fall11	M/W	08/01/11	08/24/11	5:00 p.m.-9:00 p.m.	Sandra Roten	Restrictions/ \$120.00
Computer Literacy HRD 3005-401 (52756)	Fall 11	M/W	08/31/11	09/28/11	5:00 p.m.-9:00 p.m.	Sandra Roten	Restrictions/ \$120.00

Computer Literacy HRD 3005-402 (52757)	Fall11	M/W	10/31/11	11/23/11	5:00 p.m.-9:00 p.m	Sandra Roten	Restrictions/ \$120.00
Employability Skills Training <b>Check with office staff</b> <b>Open Registration</b>		T/TH			8:30 a.m. -12:30p.m.	Melissa Dyson	Restrictions/ \$175.00
Pathways to Career Readiness HRD 7303-400 (50969)	Sum 11	M/W	06/06/11	06/29/11	5:00p.m.-9:00p.m.	Sandra Roten	Restrictions/ \$120.00
Pathways to Career Readiness HRD 7303-400 (52743)	Fall 11	M/W	10/03/11	10/26/11	5:00p.m.-9:00p.m.	Sandra Roten	Restrictions/ \$120.00
Pathways to CNA HRD7301-402 (50674)	Spr 11	T/W/TH	03/08/11	03/10/11	5:00p.m.-9:00p.m.	Melissa Dyson	Restrictions/ \$65.00
Pathways to CNA HRD 7301-403 (50675)	Spr 11	T/W/TH	04/12/11	04/14/11	5:00p.m.-9:00p.m.	Melissa Dyson	Restrictions/ \$65.00
Pathways to CNA HRD 7301-400 (50939)	Spr 11	T/W/TH	06/14/11	06/16/11	5:00p.m.-9:00p.m.	Melissa Dyson	Restrictions/ \$65.00
Pathways to CNA HRD 7301-4002(50944)	Sum 11	T/W/TH	08/09/11	08/11/11	5:00p.m.-9:00p.m.	Melissa Dyson	Restrictions/ \$65.00
Pathways to CNA HRD 7301-400 (52712)	Fall 11	T/W/TH	09/13/11	09/15/11	5:00p.m.-9:00p.m.	Melissa Dyson	Restrictions/ \$65.00
Pathways to CNA HRD 7301-400 (52713)	Fall 11	T/W/TH	10/11/11	10/13/11	5:00p.m.-9:00p.m.	Melissa Dyson	Restrictions/ \$65.00
Pathways to CNA HRD 7301-402 (52714)	Fall 11	T/W/TH	11/08/11	11/10/11	5:00p.m.-9:00p.m.	Melissa Dyson	Restrictions/ \$65.00
Pathways to CNA HRD 7301-403 (52715)	Fall 11	T/W/TH	12/06/11	12/08/11	5:00p.m.-9:00p.m.	Melissa Dyson	Restrictions/ \$65.00
Pathways to CRC-Teacher Assistant HRD7303-401 (50970)	Sum 11	M/W	06/06/11	07/27/11	5:00p.m.-9:00p.m.	Sandra Roten	Restrictions/ \$175.00
Pathways to Health Care HRD 7304-400 (54221)	Spr11	T/W/TH	02/22/11	02/24/11	5:00p.m.-9:00p.m.	Melissa Dyson	TBA

We offer free and fee-based seminars and workshops through CVCC Small Center Business Center. Please contact Bonnie Sweeting for more information 828-327-7000 EXT: 4112

*Executive Director:*

*Mrs. Linda Graham  
345 Industrial Blvd  
Taylorsville, NC 28681  
828-632-8221 X 302*

[www.cvcc.edu](http://www.cvcc.edu) under resources tab for website information.

If there are classes in which you have an interest, let us know. Updated 2/11/11 @ 7:38 a.m.

*Assistant Director:*

*Mrs. Carolyn Gilreath  
345 Industrial Blvd  
Taylorsville, NC 28681  
828-632-8221 X 0*