

**CVCC-Alexander Center For Education
Non-Credit Course Offerings
2010**

Classes	Sem.	Days	Start	End	Time	Instructor	Cost
GED		M-F			8:30 a.m. – 12:30 p.m.		
GED		M-TH			5:00 p.m. – 9:00 p.m.		
CED – Compensatory Education		T/TH			3:00 p.m. – 5:00 p.m.	Melissa Young	
ESL – English as a Second Language		T/W			9:00 a.m. – 12:30 p.m.		
ESL- English as a Second Language		M- Thur			6:00 p.m.—8:30 p.m.		
New Beginnings *This 2 Days orientation to the GED program is required for all students entering the program.	Spr 10	M/W T/W	02/15/10 02/16/10	02/17/10 02/17/10	8:30 a.m. – 12:30 p.m. 5:00 p.m. – 9:00 p.m.	Melissa Dyson	
New Beginnings * This 2 Days orientation to the GED program is required for all students entering the program.	Spr 10	M/W T/W	03/15/10 03/16/10	03/17/10 03/17/10	8:30 a.m. – 12:30 p.m. 5:00 p.m. – 9:00 p.m.	Melissa Dyson	
New Beginnings * This 2 Days orientation to the GED program is required for all students entering the program.	Spr 10	M/W T/W	04/19/10 04/20/10	04/21/10 04/21/10	8:30 a.m. – 12:30 p.m. 5:00 p.m. – 9:00 p.m.	Melissa Dyson	
New Beginnings * This 2 Days orientation to the GED program is required for all students entering the program.	Spr 10	M/W T/W	05/17/10 05/18/10	05/19/10 05/19/10	8:30 a.m. – 12:30 p.m. 5:00 p.m. – 9:00 p.m.	Melissa Dyson	
New Beginnings * This 2 Days orientation to the GED program is required for all students entering the program.	Sum 10	M/W T/W	06/21/10 06/22/10	06/23/10 06/23/10	8:30 a.m. – 12:30 p.m. 5:00 p.m. – 9:00 p.m.	Melissa Dyson	
New Beginnings *This 2 Days orientation to the GED program is required for all students	Fall 10	M/W T/W	09/20/10 09/21/10	09/22/10 09/22/10	8:30 a.m. – 12:30 p.m. 5:00 p.m. – 9:00 p.m.	Melissa Dyson	

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

Community Services

Students must be 21 years old. Will sign two waivers. Students must register in person and complete paperwork

Classes	Sem.	Days	Start	End	Time	Instructor	Cost
Concealed Handgun (44195) ** See above**	Spr 10	M/T W @ Range	03/01/10	03/03/10	6:00 p.m. – 10:00 p.m.	Jack Simons	\$75.00
Concealed Handgun (44198) ** See above**	Spr 10	Sat	04/24/10	04/24/10	9:00 a.m. – 5:00 p.m.	Jack Simons	\$75.00
Concealed Handgun (44203) ** See above**	Sum 10	M/T W@ Range	05/17/10	05/19/10	6:00 p.m. – 10:00 p.m.	Jack Simons	\$75.00
Basics of Selling on Ebay (44478)	Spr 10	Mon	03/15/10	03/15/10	6:00 p.m.—9:00 p.m.	Nick Hawks	\$35.00

Community Services (continued)

Classes	Sem.	Days	Start	End	Time	Instructor	Cost
Art/Pleasure of Fly Fishing (44345)	Spr 10	Thur	04/08/10	05/27/10	6:00 p.m.-8:00 p.m.	Glenn Mays	\$65.00
Photography-Digital (44344)	Spr 10	Thur	02/04/10	03/25/10	6:00 p.m.-8:00 p.m.	Milton Hawes	\$70.00
Creative Writing (44846)	Spr 10	Mon	03/22/10	04/26/10	6:00 p.m.-9:00 p.m.	Kevin Keck	\$45.00

Public Safety Innovation Center

**Restrictions-you must be in Fire, Rescue, EMT to register for these classes.
To pre-register please contact Carla Black at (828) 327-7000 (4306) or Tim Chewning at EXT: 4331.**

Public Safety Tuition exempt

Classes	Sem.	Days	Start	End	Time	Instructor	Cost
AHA CPR Recert (44036)	Spr 10	T	04/13/10	04/13/10	6:00 p.m.-10:00 p.m.	Ronald Ross	\$65.00
L-180 Human Factors on the Fireline	Spr 10	T/Th	02/23/10	02/25/10	6:00 p.m.-10:00 p.m.	Dennis Wahlers	

Coming in August 2010 Paramedic Class for Alexander Center for Education. For information in regards to this program please contact Tim Chewning at tcrownin@cvcc.edu for prerequisites and registration information.

Health Services Innovation Center

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

Classes	Sem.	Days	Start	End	Time	Instructor	Cost
CNA I (44685)	Sum 10	T/Th	04/08/10	06/29/10	8:00 a.m.—4:30 p.m.	Pam Ramsey	\$190.75
Please purchase Textbook five (5) days before class starts as per program director							

Learning and Personal Enrichment

***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.**

Classes	Sem.	Days	Start	End	Time	Instructor	Cost
Computer Literacy (44230)	Spr 10	M/W	04/05/10	04/28/10	5:00 p.m.-9:00 p.m.	Sandra Roten	Restrictions
Computer Literacy (44241)	Sum 10	M/W	05/03/10	05/26/10	5:00 p.m.-9:00 p.m.	Sandra Roten	Restrictions
Computer Literacy (44242)	Sum 10	M/W	07/07/10	07/28/10	5:00 p.m.-9:00 p.m.	Sandra Roten	Restrictions

Computer Literacy (44243)	Fall 10	M/W	08/02/10	08/25/10	5:00 p.m.-9:00 p.m.	Sandra Roten	Restrictions
Computer Literacy (44244)	Fall 10	M/W	10/04/10	10/27/10	5:00 p.m.-9:00 p.m.	Sandra Roten	Restrictions
Computer Literacy (44245)	Fall 10	M/W	11/03/10	11/29/10	5:00 p.m.-9:00 p.m.	Sandra Roten	Restrictions
Employability Skills Training Open Registration		T/TH			8:30 a.m. –12:30 p.m.	Melissa Dyson	Restrictions
Pathways to CNA (44351)	Spr 10	T/W/TH	02/09/10	02/11/10	5:00 p.m.-9:00 p.m.	Melissa Dyson	Restrictions
Pathways to CNA (44352)	Spr 10	T/W/TH	03/09/10	03/11/10	5:00 p.m.-9:00 p.m.	Melissa Dyson	Restrictions
Pathways to CNA (44353)	Spr 10	T/W/TH	04/13/10	04/15/10	5:00 p.m.-9:00 p.m.	Melissa Dyson	Restrictions
Pathways to CNA (44354)	Spr 10	T/W/TH	05/11/10	05/13/10	5:00 p.m.-9:00 p.m.	Melissa Dyson	Restrictions
Pathways to CNA (44451)	Sum 10	T/W/TH	06/08/10	06/10/10	5:00 p.m.-9:00 p.m.	Melissa Dyson	Restrictions
Pathways to CNA (44452)	Sum 10	T/W/TH	07/13/10	07/15/10	5:00 p.m.-9:00 p.m.	Melissa Dyson	Restrictions
Pathways to CNA(44453)	Sum 10	T/W/TH	08/10/10	08/12/10	5:00 p.m.-9:00 p.m.	Melissa Dyson	Restrictions
Pathways to CNA (44465)	Fall 10	T/W/TH	09/14/10	09/16/10	5:00 p.m.-9:00 p.m.	Melissa Dyson	Restrictions
Pathways to CNA (44466)	Fall 10	T/W/TH	10/12/10	10/14/10	5:00 p.m.-9:00 p.m.	Melissa Dyson	Restrictions
Pathways to CNA(44467)	Fall 10	T/W/TH	11/09/10	11/11/10	5:00 p.m.-9:00 p.m.	Melissa Dyson	Restrictions
Pathways to CNA (44468)	Fall 10	T/W/TH	12/07/10	12/09/10	5:00 p.m.-9:00 p.m.	Melissa Dyson	Restrictions
Pathways to Career Readiness Cert.	Spr 10	M/W	03/08/10	03/31/10	5:00 p.m.-9:00 p.m.	Sandra Roten	Restrictions
Pathways to Career Readiness Cert.	Spr 10	M/W	06/07/10	06/30/10	5:00 p.m.-9:00 p.m.	Sandra Roten	Restrictions
Pathways to Career Readiness Cert.	Spr 10	M/W	09/01/10	09/29/10	5:00 p.m.-9:00 p.m.	Sandra Roten	Restrictions

Workforce Development Innovation Center

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

Classes	Sem.	Days	Start	End	Time	Instructor	Cost
Notary Public (46002)	Spr 10	M/T	02/22/10	02/23/10	5:15 p.m.--8:45 p.m.	Amy Greene	\$75.00
Notary Public (46005)	Spr 10	T	03/30/10	03/30/10	8: 30 a.m.—4:30 p.m.	Amy Greene	\$75.00

Notary Public (46008)	Spr 10	M/T	04/26/10	04/27/10	5:15 p.m.--8:45 p.m.	Amy Greene	\$75.00
Notary Public (46172)	Sum 10	W	05/26/10	05/26/10	8:30 a.m.—4:30 p.m.	Amy Greene	\$75.00
Notary Public (46175)	Sum 10	M/T	06/28/10	06/29/10	5:15 p.m.—8:45 p.m.	Amy Greene	\$75.00
Notary Public (46178)	Sum 10	Fri	07/30/10	07/30/10	8:30 a.m.-4:30 p.m.	Amy Greene	\$75.00
Notary Public (46363)	Fall 10	M/T	08/23/10	08/24/10	5:15 p.m.—8:45 p.m.	Amy Greene	\$75.00
Notary Public (46366)	Fall 10	W	09/29/10	09/29/10	8: 30 a.m.—4:30 p.m.	Amy Greene	\$75.00
Notary Public (46373)	Fall 10	M/T	12/13/10	12/14/10	5:15 p.m.--8:45: p.m.	Amy Greene	\$75.00
Keyboard Familiarization (46147)	Sum 10	M	05/03/10	05/24/10	6:00 p.m.-9:00 p.m.	Sharon Kenz	TBA
Internet Essentials (46360)	Fall 10	TH	09/09/10	09/16/10	6:00 p.m.-9:00 p.m.	Kenneth Swanson	\$45.00
Access Basic (45952)	Spr 10	T	04/06/10	04/27/10	6:00 p.m.-9:00 p.m.	John Mull	\$75.00
Blackberry Basics (45996)	Spr 10	Th	03/04/10	03/11/10	7:00 p.m.-9:00 p.m.	Kenneth Swanson	\$50.00
Dev. Forms & Using Mail Merge (45990)	Spr 10	Th	04/22/10	04/29/10	6:00 p.m.-9:00 p.m.	Kenneth Swanson	\$55.00
Excel Level I (45945)	Spr 10	M	03/01/10	03/22/10	6:00 p.m.-9:00 p.m.	John Mull	\$65.00
Excel Level I (46320)	Fall 10	W	09/08/10	09/29/10	6:00 p.m.-9:00 p.m.	Kenneth Swanson	\$70.00
Excel Level II (45949)	Spr 10	M	04/05/10	04/26/10	6:00 p.m.-9:00 p.m.	John Mull	\$70.00
PowerPoint Usage (46151)	Sum 10	T	06/08/10	06/29/10	6:00 p.m.-9:00 p.m.	Kenneth Swanson	\$70.00
Safe Comp In a Danger Online (45985)	Spr 10	TH	02/18/10	02/25/10	6:00 p.m.-9:00 p.m.	Kenneth Swanson	\$55.00
Word Level I (45941)	Spr 10	W	03/17/10	04/07/10	6:00 p.m.-9:00 p.m.	Kenneth Swanson	\$70.00
Word Level I (46337)	Fall 10	M	09/13/10	10/04/10	6:00 p.m.-9:00 p.m.	Kenneth Swanson	\$70.00
Word Level II (46149)	Sum 10	W	04/28/10	05/19/10	6:00 p.m.-9:00 p.m.	Kenneth Swanson	\$70.00
Word Level II (46333)	Fall 10	M	10/11/10	11/01/10	6:00 p.m.-9:00 p.m.	Kenneth Swanson	\$70.00
PC & Windows—Intro (46156)	Sum 10	W	06/09/10	06/30/10	6:00 p.m.-9:00 p.m.	Kenneth Swanson	\$70.00
PC & Windows—Intro (46341)	Fall 10	W	10/06/10	10/27/10	6:00 p.m.-9:00 p.m.	Kenneth Swanson	\$70.00
Website Design (46165)	Sum 10	M	07/12/10	08/02/10	6:00 p.m.-9:00 p.m.	Kenneth Swanson	\$70.00

We offer free and fee-based seminars and workshops through CVCC Small Center Business Center. Please contact Miki Brown for more information 828-327-7000 EXT: 4117

*Executive Director: Mrs. Linda Graham
345 Industrial Blvd*

Taylorsville, NC 28681

828-632-8221

Updated 02/02/10 @6:30 p.m.

[Website: cvcc.edu](http://cvcc.edu) under resources tab