

**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.		
CEC – Compensatory Education		T/TH			3:00 p.m. – 5:00 p.m.		
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.		
Employability Skills Training Open Registration		T/TH			8:30 a.m. –12:30 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	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 entering the program.	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	
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	

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 Chewing 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 Chewing at тчewnin@cvcc.edu for prerequisites and registration information.

Community Services

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
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
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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 Range from 5-9	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

Community Services (continued)

Classes	Sem.	Days	Start	End	Time	Instructor	Cost
Creative Writing (44846)	Spr 10	Mon	03/22/10	04/26/10	6:00 p.m.-9:00 p.m.	Kevin Keck	\$45.00
Website Design 5th—8th (46885)	Sum 10	M- TH	07/19/10	07/22/10	1:00 p.m.-4:30 p.m.	TBA	\$60.00

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
Pathways to CNA (44352)	Spr 10	T/W/TH	3/09/10	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
Access Basic (45952)	Spr 10	T	04/06/10	04/27/10	6:00 p.m.-9:00 p.m.	Barbara Coffey	\$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.	Barbara Coffey	\$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.	Barbara Coffey	\$70.00
Internet Essentials (46360)	Fall 10	TH	09/09/10	09/16/10	6:00 p.m.-9:00 p.m.	Kenneth Swanson	\$45.00
Keyboard Familiarization (46147)	Sum 10	M	05/03/10	05/24/10	6:00 p.m.-9:00 p.m.	Sharon Kenz	TBA
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 (46369)	Fall 10	M/T	10/18/10	10/19/10	5:15 p.m.—8:45 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
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
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
Website Design (46165)	Sum 10	M	07/12/10	08/02/10	6:00 p.m.-9:00 p.m.	Kenneth Swanson	\$70.00
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

Health Services Innovation Center

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

Classes	Sem.	Days	Start	End	Time	Instructor
Please purchase Textbook five (5) days before class starts as per program director						

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 02/15/10 @1:30 p.m.

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