

PROFESSIONAL DEVELOPMENT CLASSES SPRING 2010

Unless otherwise noted, the registration fee for Continuing Education courses is waived for students 65 years and older. A \$5.00 technology fee is charged for all continuing education classes with the exception of those listed as "All Must Pay" or Basic Skills. All classes meet the criteria for awarding Continuing Education Units (CEUs).

AUTO

Auto Safety Inspection

\$65 + \$5 tech fee

This course is required for certification to inspect motor vehicles under the NC Motor Vehicles Safety Inspection Law. Valid driver's license required. 0.8 CEUs

#1351 102 Sirotek Hall	T. Bergman T/Th	Jan 12-14 6-10 pm
#1352 102 Sirotek Hall	T. Bergman T/Th	Feb 2-4 6-10 pm
#1353 102 Sirotek Hall	T. Bergman T/Th	Mar 9-11 6-10 pm
#1354 102 Sirotek Hall	T. Bergman T/Th	Apr 13-15 6-10 pm
#1355 102 Sirotek Hall	T. Bergman T/Th	May 4-6 6-10 pm

Vehicle Dealers' Continuing Education

\$65 + \$5 tech fee

This 6-hour course, required of all non-franchise vehicle dealers in NC, will include discussion of NC general statutes and DMV policies and procedures. 0.6 CEUs

#1364 103 Van Dusen	M. Ivey Th	Apr 15 9-4 pm
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OBD Emissions Control Inspection

\$65 + \$5 tech fee + text

Required for certification to inspect motor vehicles under the NC Motor Vehicles OBD Emissions Control Inspection Law. Must be a certified auto safety inspector. 0.8 CEUs

#1356 103 Sirotek Hall	J. Black M/T	Jan 25-26 6-10 pm
#1357 103 Sirotek Hall	J. Black M/T	Mar 15-16 6-10 pm
#1358	J. Black	May 10-11

103 Sirotek Hall	M/T	6-10 pm
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OBD Emissions Control Inspection Recertification

\$65 + \$5 tech fee + text

Recertification for currently certified OBD emissions control inspectors.

0.4 CEUs

#1359	J. Black	Jan 11
103 Sirotek Hall	M	6-10 pm

#1360	J. Black	Feb 8
103 Sirotek Hall	M	6-10 pm

#1361	J. Black	Mar 8
103 Sirotek Hall	M	6-10 pm

#1362	J. Black	Apr 12
103 Sirotek Hall	M	6-10 pm

#1363	J. Black	May 3
103 Sirotek Hall	M	6-10 pm

BUSINESS/OFFICE MANAGEMENT

Notary Public

\$65 + \$5 tech fee + text

If you have a high school diploma or a GED and no felony conviction on record, you may be able to become a notary public. 0.6 CEUs

#1365	J. Martin	Feb 15-17
103 Van Dusen	M/W	1-4:30 pm

#1366	J. Martin	Apr 6-8
103 Van Dusen	T/Th	5:30-9 pm

EDUCATION

Personality, Leadership, & Learning Styles

\$120 + \$5 tech fee

Learn to “flex” from one style to another, helping to maximize learning that takes place in the classroom and promoting better interactions among students. 4.8 CEUs

#1367	C. Pizzi	Jan 5-Feb 25
204 Van Dusen	T/Th	6-9 pm

Effective Teacher Training

\$120 + \$5 tech fee

Enhance your instructional skills and learn classroom management techniques, lesson planning, and policies and legal issues affecting public school employees. 3.6 CEUs

#1368	C. Pizzi	Mar 2-Apr 8
204 Van Dusen	T/Th	6-9 pm

This course teaches how to prepare patients for testing, operation of EKG machine, and recording EKG rhythm strips for physicians' interpretation. 4.8 CEUs

#1375	L. Bailes	Feb 1-Mar 24
104 Van Dusen	M/W	6-9 pm

Medication Aide

\$65 + \$5 tech fee + text

Successful completion of this course allows you to sit for the NC Medication Aide written exam. After passing the exam, you may work as a medication aide in a NC skilled nursing facility. Contact Dottie Bement at 910-695-3965 for more information. 2.4 CEUs

CONSTRUCTION

Wastewater Treatment Levels 3 & 4

\$175 + \$5 tech fee

This course is designed to meet certification requirements of the NC Water Pollution Control System Operators Board. Prerequisite: Must have Level 1 & 2 certification.

#1376	B. Williams	Jan 12-Apr 22
208 Van Dusen	T/Th	6-9 pm

Blueprint Reading

\$120 + \$5 tech fee

Students are taught the basic sequence and techniques of construction for residential projects. 4.5 CEUs

#1377	R. McDonald	Jan 25-May10
176 Little Hall	M	6-9 pm

NC Contractor's License Exam Review

\$120 + \$5 tech fee

This course examines the licensing process and reviews information relating to the building trades for residential and general contractors.

4.5 CEUs

#1378	R. McDonald	Jan 26-May 11
176 Little Hall	T	6-9 pm

Basic Electrical Wiring

\$120 + \$5 tech fee + text

This course will provide an overview of electrical wiring fundamentals as applied to the home building trade. 4.8 CEUs

#1379	D. Ryser	Jan 12-Mar 4
152 Causey Hall	T/Th	6-9 pm

Basic Plumbing

\$120 + \$ tech fee

This course provides instruction in plumbing fundamentals as applied to the building trade. Topics include terminology, tools and equipment, safety, codes, classroom instruction and demonstrations, as well as hands-on practice. 4.8 CEUs

#1380 152 Causey Hall	R. Childress M/W	Mar 8-May 5 6-9 pm
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REAL ESTATE

NC Real Estate Update #9910

\$50 (all must pay)

Every licensed real estate salesperson and broker must complete this 4-hour mandatory NC Real Estate Commission-approved update course. 4 contact hours

#1381 103 Van Dusen	T. Daniel Th	Mar 18 12-4 pm
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#1382 103 Van Dusen	T. Daniel T	May 11 5-9 pm
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NC Real Estate Elective #2606 "Property Disclosures: Reducing Risks"

\$50 (all must pay)

This course will meet the 4-hour continuing education elective set forth by the NC Real Estate Commission. 4 contact hours

#1383 103 Van Dusen	T. Daniel Th	Mar 18 5-9 pm
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#1384 103 Van Dusen	T. Daniel T	May 11 12-4 pm
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Broker-in-Charge Annual Review

\$50 (all must pay)

All brokers-in-charge must complete this annual review course each year after being designated a broker-in-charge by the NC Real Estate Commission. 4 contact hours

#1385 103 Van Dusen	T. Daniel W	May 12 1-5 pm
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Broker's Post-Licensing Courses

These 30-hour post-licensing courses are required by the NCREC to be completed by newly licensed NC provisional brokers within 3 years of licensure.

Each course costs \$120 + \$5 tech fee + text (available from instructor on the first night of class). All classes meet in 103 Van Dusen Hall, Mondays & Wednesdays, from 5-10 pm.

Courses are taught by Andrew Polumbo of the Terry Farr Real Estate School – School Code #3280. 3.0 CEUs

Broker Relationships & Responsibilities (#301)

#1386		Jan 25-Feb 10
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MISCELLANEOUS

Bartending

\$120 + \$5 tech fee

Learn the basics of bartending as a profession or for home use. Topics include popular mixed drinks, wine, utensils, glassware, fruit cutting, bar procedures, and a discussion of ABC laws. 3.6 CEUs

#1389	T. Thomas	Mar 9-Apr 22
152 Causey	T/Th	6-9 pm

ServSafe Food Safety & Sanitation

\$90 (all must pay)

Earn 2 credit points on a sanitation inspection upon successful completion of this course recommended for restaurant owners, health care and business facilities food service administrators; food service directors, managers, chefs, supervisory personnel, culinary professionals, service staff and non-food handlers employed in the industry. 1.6 CEUs

#1390	M. Coleman	Jan 25 –Feb 15
218 Little Hall	M	5-9pm

#1391	M. Coleman	April 12-May 3
218 Little Hall	M	5-9 pm

AVIATION

Private Pilot's Ground School

\$120 + \$5 tech fee + text

Learn the general aspects of flying, including the theory of flight systems, communication, navigation, weather, and FAA regulations. Successful completion of this course prepares students to sit for the FAA written examination. 4.8 CEUs

#1392	A. Bawagad	Feb 1-Mar 23
210 Van Dusen	T/Th	6:30-9:30 pm

LANDSCAPING

What Landscapers Need to Know

\$65 + \$5 tech fee

Topics include site preparation, planting techniques, lawn establishment and care, pruning, irrigation and water needs, and fertilization. 2.0 CEUs

#1393	J. Westmen	Feb 3-Mar 24
Steed Hall	W	6-8:30 pm