

**SPRING 2022**

# PATHWAYS

Your guide to Continuing Education,  
Economic & Workforce Development



Machine Technology  
page 11

# BRUNSWICK COMMUNITY COLLEGE

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# ELECTRICAL LINEMAN

**BRUNSWICK**  
**COMMUNITY COLLEGE**

**LIMITED SEATING  
FOR INFORMATION  
CALL 910-755-8561**



## Paralegal at BCC

Course 41739  
\$302.50

Start date 1/10/22  
M/W/TH  
6:00 PM - 10 PM

### Interested in the Legal Field?

Brunswick Community College's Paralegal Program provides the right balance of practical workplace skills, office management, and legal theory. Upon completion of this course, students will be equipped to:

- Conduct valuable research
- Draft legal documents and correspondence
- Interview, organize case files, and navigate the court process
- Understand the core concepts needed to pass the Paralegal Certification Exam
- Be able to establish a successful career in the legal field.

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# MISSION STATEMENT

Brunswick Community College provides opportunities for individuals to be successful through accessible, high quality, student-centered programs and services that meet the educational, cultural and workforce needs of a diverse community.

# LOCATIONS

## MAIN CAMPUS

50 College Road  
Bolivia, NC 28422,  
Building A, Student Services

## LELAND CENTER FOR ECONOMIC AND WORKFORCE DEVELOPMENT

2045 Enterprise Drive  
Leland, NC 28451

## SOUTHPORT CENTER (SPC)

701 N. Lord Street  
Southport, NC 28461

## BRUNSWICK EDUCATION TRADES CERTIFICATION CENTER (BETCC)

*Not a registration site*  
104 Ocean HWY East, Supply, NC 28462

# HOURS

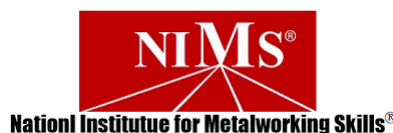
## MONDAY THROUGH THURSDAY

8AM - 5PM

## FRIDAY

8AM - 3PM except holidays

# INDUSTRY RECOGNIZED CREDENTIALS



Brunswick Community College does not discriminate on the basis of race, religion, color, national origin, gender, gender expression, age, political affiliation, genetic information, sexual orientation, or disability.

# REGISTRATION INFORMATION

Continuing Education students must submit registration form and payment at least 3 days prior to the start of class unless stated otherwise. Registration forms are available in the Continuing Education, Workforce Development Department and online at [www.brunswickcc.edu](http://www.brunswickcc.edu). Please make checks payable to Brunswick Community College (BCC). If your check is dishonored or returned for any reason, we will electronically debit your account for the amount of the check plus a processing fee of \$25.00.

## A WORD ABOUT WAITING...DON'T WAIT. REGISTER EARLY.

Have you ever signed up for a class only to find it canceled for lack of enrollment? Here are two ways to help keep your selected class on the schedule. Register early - do it today! Each class has a minimum enrollment requirement. Once that number is reached, the class is a go. If you find a class you like, encourage a friend to join you. Sometimes two or three people can make the difference between a Go or Cancel. So, the word about waiting is DON'T! Register NOW!

## MAIL

Brunswick Community College, Continuing Education Registration, 50 College Road, Bolivia, NC 28422

## ONLINE

See page 5 for online registration information.

## WHO MAY REGISTER

Any adult, 18 years of age or older, may register for a course. Individuals 16 to 17 years old may register upon recommendation of the chief administrative school officer and parent/guardian.

## REGISTRATION FEES

A registration fee is charged for most Continuing Education courses. The North Carolina State Board of Community Colleges is responsible for our fee structure for Occupation Extension courses.

- 1 - 24 hours \$70
- 25 - 50 hours \$125
- 51 + hours \$180

## REFUND POLICY

Refunds are allowed under the following circumstances:

- A student who officially withdraws, in writing, from an occupational extension class prior to the first class meeting or if a class is cancelled shall be eligible for a 100% refund.
- After class begins, 75% shall be refunded at the request of the student if the student officially withdraws, in writing, from the class prior to or at the 10% point of the scheduled hours of the class. Note: This rule is applicable regardless of the number of times the class meets or the number of hours the class is scheduled to meet.
- For contact hour classes, students must withdraw, in writing, within 10 calendar days.
- Self-Supporting classes will refund 75% to the student with an official withdraw from the class prior to the start date. No refunds will be issued after the start date of class.
- If a student, having paid the required registration fee for a semester, dies during that semester (prior to or on the last day of examinations of the course the student was attending), all registration fees for that semester will be refunded to the estate of the deceased.



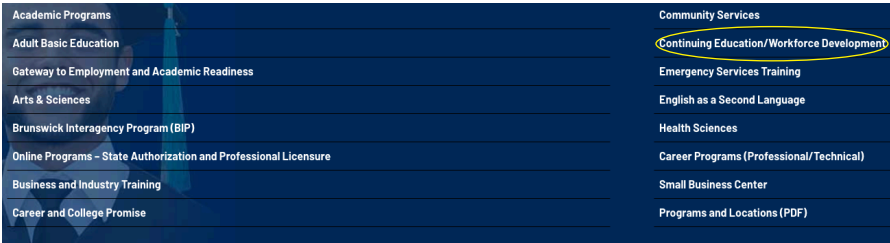
## Natural Hair Care Specialist

This 300-hour NC State board approved course is designed to teach students how to care for natural hair without the use of chemicals such as perms/relaxers and hair color. The style techniques include braiding, twisting, wrapping, extending and locking natural hair. For more information call (910) 755-6511. More details on page 8.

# ONLINE REGISTRATION INSTRUCTIONS

**FOLLOW THE STEPS BELOW TO COMPLETE YOUR REGISTRATION AND PAYMENT. (HEALTH COURSES REQUIRE IN-PERSON REGISTRATION)**

1. Visit **www.brunswickcc.edu**
2. Click **Find a Program** on the top menu
3. Select and click on **Continuing Education/Workforce Development** from List



4. Scroll Down and Click on **Register Online**.



5. Enter the Course code, or enter a keyword to see all classes available. Scroll down and click on **Search**.

#### NURSE AIDE I REFRESHER


This 40 hr. class includes lecture and lab skills and will prepare the student for the NC State Nurse Aid Exam to become a Certified Nursing Aide I. All students who attend this class must have completed a previous Nurse Aid I course. This is not a substitute class for NAI.


COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41741	1/10/22	5/12/22	6-9	M,T,TH	\$202.50	MAIN

6. Select the class. Review information. Click on **Add Section** to select. Once you have chosen all courses you wish to register for, click on the **Next** button at the top right corner of the page.

Search for Sections

#### Catalog Advanced Search

Meeting Start Date or After:  

Meeting End Date:  

Course Code Number:

7. Personal Information Screen - **Enter information**. All starred information must be completed in order to register. **Check the certification box** at the end and click **Submit**.
8. Additional Registration Information - **Enter information**. Click **Submit**.
9. Pay for Classes - Review class schedule. **Enter Payment information**. Click **Submit**.

Upon successful completion, you will receive a confirmation email.

If you need additional assistance, please contact 910-755-7378.

**For more information  
and to register  
BRUNSWICKCC.EDU**



# AT HOME TRAINING OPTIONS

## AUTO CAD 3D 2021

This course will teach you the fundamentals of AutoCAD 3D and explores the main features of the advanced 3D modeling workspace.

COURSE	START DATE	END DATE	TIME	COST	LOCATION
42060	1/12/22	3/14/22	ONLINE	\$1,695	ONLINE
42061	2/9/22	4/11/22	ONLINE	\$1,695	ONLINE

## AUTO CAD 2021 CERTIFIED USER

This training course will teach you how to create and edit a simple drawing, with a focus on the 2D tools within AutoCAD. Once you master the basic 2D skills, you will move on to explore more advanced efficiency tools, complex objects, using external reference and image files, collaboration tools, publishing, and enhancing productivity with simple customization.

COURSE	START DATE	END DATE	TIME	COST	LOCATION
42062	1/12/22	3/14/22	ONLINE	\$2,595	ONLINE
42063	2/9/22	4/11/22	ONLINE	\$2,595	ONLINE

## COMPUTER SKILLS FOR THE WORKPLACE

Gain a working knowledge of the computer skills you'll need to succeed in today's job market.

COURSE	START DATE	END DATE	TIME	COST	LOCATION
42047	1/12/22	3/14/22	ONLINE	\$125	ONLINE
42051	2/9/22	4/11/22	ONLINE	\$125	ONLINE

## CONSTRUCTION CORE SKILLS

This course provides instruction related to the construction core skills. Topics include safety, hand/power tool use, site preparation, measurement and layout and other related topics

COURSE	START DATE	END DATE	TIME	COST	LOCATION
42081	1/12/22	3/14/22	ONLINE	\$125	ONLINE
42048	2/9/22	4/11/22	ONLINE	\$125	ONLINE

## CREATING THE INCLUSIVE CLASSROOM

In this professional development course for teachers, you'll get the training you need to reach the diverse mix of students you face every day--learning proven strategies that turn diversity into opportunity.

COURSE	START DATE	END DATE	TIME	COST	LOCATION
42049	1/12/22	3/14/22	ONLINE	\$125	ONLINE
42050	2/9/22	4/11/22	ONLINE	\$125	ONLINE

## DIGITAL MARKETING SUITE

Learn how to develop an Internet marketing plan, use popular social media platforms, and achieve higher positions with major search engines.

COURSE	START DATE	END DATE	TIME	COST	LOCATION
42052	1/12/22	3/14/22	ONLINE	\$125	ONLINE
42053	2/9/22	4/11/22	ONLINE	\$125	ONLINE

## MEDICAL SPANISH SERIES

Communicate more effectively with Spanish-speaking patients after taking this discounted series of courses that teach Spanish for medical professionals

COURSE	START DATE	END DATE	TIME	COST	LOCATION
42054	1/12/22	3/14/22	ONLINE	\$125	ONLINE
42055	2/9/22	4/11/22	ONLINE	\$125	ONLINE

## SUPERVISOR ESSENTIALS

Course is designed for professional development in areas related to leadership development and supervisory skills. This self-paced course consists of eleven workshops that address leadership, communication and management best practices.

COURSE	START DATE	END DATE	TIME	COST	LOCATION
42056	1/12/22	3/14/22	ONLINE	\$125	ONLINE
42057	2/9/22	4/11/22	ONLINE	\$125	ONLINE

## TEACHING STUDENTS W/AUTISM: STRATEGIES FOR SUCCESS

Help your students with high-functioning autism and Asperger's Syndrome unlock their potential in the classroom.

COURSE	START DATE	END DATE	TIME	COST	LOCATION
42058	1/12/22	3/14/22	ONLINE	\$125	ONLINE
42059	2/9/22	4/11/22	ONLINE	\$125	ONLINE

# WORKFORCE DEVELOPMENT

## Automotive

### INITIAL VEHICLE ESCORT COURSE

This course satisfies requirements set by North Carolina Department of Transportation for certification of oversize/overweight load escort vehicle drivers. Course components consist of defensive driving, escort driver requirements, updates, and an examination. Effective August 15, 2019, all initial applicants for the Escort Vehicle Operator Program will be required to submit documentation of completion of a defensive driving course that has been approved by the National Safety Council along with a copy of their State certified driving record and application to the NCDOT Oversize/Overweight Permit Unit. Defensive Driving is included in the course.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41736	3/19/22	3/19/22	8-12	S	\$135	MAIN
	3/26/22	3/26/22	8-5	S		

### SMALL ENGINE REPAIR

This introductory course will explore basic engine operation, ignition systems, fuel systems, compression systems, and small engine maintenance. Students will experience project based activities, teamwork, and various employer locations.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41741	1/10/22	5/12/22	6-9	M,T,TH	\$202.50	MAIN

### VEHICLE OBD INSPECTION

This course is designed to meet training requirements (initial and /or renewal) for Auto Safety Inspection Program administered by NC Division of Motor Vehicles, License and Theft Bureau. Initial Safety class should be taken before OBD Course. Topics covered include overview of DMV regulations, inspection procedures, and proper use of diagnostic equipment.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41609	1/18/22	1/20/22	6-10	T,TH	\$75	MAIN
41610	3/15/22	3/17/22	6-10	T,TH	\$75	MAIN
41611	4/19/22	4/21/22	6-10	T,TH	\$75	MAIN
41612	5/10/22	5/12/22	6-10	T,TH	\$75	MAIN
41597	6/21/22	6/23/22	6-10	T,TH	\$75	MAIN

### VEHICLE SAFETY INSPECTION

This course is designed to meet training requirements (initial and /or renewal) for Auto Safety Inspection Program administered by NC Division of Motor Vehicles, License and Theft Bureau. Initial Safety class should be taken before OBD Course. Topics covered include overview of DMV regulations, inspection procedures, and proper use of diagnostic equipment.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41601	1/11/22	1/13/22	6-10	T,TH	\$75	MAIN
41602	2/8/22	2/10/22	6-10	T,TH	\$75	MAIN
41603	3/8/22	3/10/22	6-10	T,TH	\$75	MAIN
41604	4/12/22	4/14/22	6-10	T,TH	\$75	MAIN
41605	5/3/22	5/5/22	6-10	T,TH	\$75	MAIN
41606	6/14/22	6/16/22	6-10	T,TH	\$75	MAIN

## Beauty and Wellness

### ESTHETICIAN I

Students will focus on learning the foundational skills needed for a successful career in the field of esthetics. Topics will include safety and sanitation practices, facials, hair removal, microdermabrasion, makeup application and chemical peels. Students will learn customer service and receive hands on training in a simulated salon environment under the direct supervision of a licensed instructor. Additional cost for books, kits, and uniforms.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41702	1/7/22	6/17/22	8-4:30	F,S	\$182.50	MAIN
41982	2/8/22	5/19/22	9-3:30	T,W,TH,F	\$182.50	MAIN

### ESTHETICIAN II

Prerequisite: Esthetics Part I. Topics include advanced treatments as well as salon business and employment skills. Student will perform services and receive training in a simulated salon environment under the direction of a licensed instructor. Upon successful completion of this course the students are eligible to sit for NC state board licensure exams. Additional cost for licensure fees.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41701	1/5/22	5/18/22	5-9	M,T,W,TH	\$182.50	MAIN

### MASSAGE II

Prerequisite: Massage Therapy I. In the second part of the massage therapy program the coursework continues with instruction in sports and seated massage, business law and ethics as well as hands on training. The students will perform massage services in a simulated massage clinic under the direction of a licensed massage instructor. Upon successful completion of the course students are eligible to sit for the licensure exam administered by FSTMB (MBLEX). Additional cost for books and licensing exam.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41704	1/5/22	5/5/22	5-10	M,T,W,TH	\$182.50	MAIN

## NAIL/MANICURIST

This one semester course will focus on developing manicuring and pedicuring skills. Students will learn through traditional lecture and hands-on clinical training. Topics include safety and sanitation requirements, skills and techniques in artificial nail enhancements, nail art, and customer service. Students learn the latest procedures in a simulated salon environment and gain valuable experience providing clients with a complete range of manicuring and pedicuring services. This course prepares students to sit for the NC state board licensure exams. Additional Fees for kit, books, and uniform.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
42011	1/10/22	5/10/22	5-10	M,T,W,TH	\$182.50	MAIN

## NATURAL HAIR CARE SPECIALIST

This 300-hour NC State board approved course is designed to teach students how to care for natural hair without the use of chemicals such as perms/relaxers and hair color. The style techniques include braiding, twisting, wrapping, extending and locking natural hair.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
40434	1/5/22	5/5/22	4:30-9:30	M,T,W,TH	\$182.50	MAIN

## Computer Courses

### COMPTIA+/NET+PREP

This course teaches you, through lectures, discussions, demonstrations, textbook exercises, and classroom labs, the skills and knowledge necessary to help prepare you to take the Network+ Certification exam administered by the Computing Technology Industry Association (CompTIA). This course is taught by a Certified CompTIA Computer Technician.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41727	1/12/22	5/11/22	6-9	M,W	\$200	MAIN

### QUICKBOOKS FOR BEGINNERS

Designed for beginners with little or no knowledge of program. Participants will learn how to set-up a company, navigate through program, use lists, pay bills, invoice customers, reconcile bank accounts, and accounts for credit cards. Student should have basic computer skills. Bring USB Memory Stick to first class. You must register 4 business days prior to start date.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41740	2/7/22	3/28/22	6-9	M	\$75	MAIN

## Culinary Courses

### CULINARY EDGE

Upon successful completion of this course, the student will be able to apply modern techniques in the preparation and presentation of food using saute and grill techniques. Students will gain an understanding of the four workstations, including proper lock-down and clean up procedures. Prerequisite: Culinary Foundation

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41483	1/10/22	4/25/22	6-10	M,W	\$432.50	MAIN
41484	1/11/22	4/21/22	9-1	T,TH	\$432.50	MAIN

### CULINARY FOUNDATION

You will gain an understanding of safety and sanitation principles as they relate to the food and culinary industry. You will gain a basic understanding of nutrition principles as they relate to the food and culinary industry.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41986	1/10/22	4/25/22	9-1	M,W	\$432.50	MAIN

### EVENTS PLANNING-HYBRID

This course is designed to instruct students in the planning and coordination of special events, meetings, and conventions. Topics will include event and meeting design and objectives, program planning, food and beverage catering, and vendors and other resources and organizations available to assist with coordination of major events. This course will also provide information for students interested in starting their own small business in planning special events such as weddings, conferences, or other events. Class schedule will vary depending on current events/field-trips, this will be discussed the first night of class.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41719	2/1/22	4/28/22	6-9	T,TH	\$190	MAIN

### SERVSAFE

This course is designed for students who desire an occupation in or are employed in the food service industry. Emphasis will be placed on attitude development: Sanitation and safety; food service terminology and procedures; tools and equipments; and basic food preparation. An additional fee for the final exam will be required at the time the student takes the exam during the final class. The fee must be paid with a credit card.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41635	1/22/22	1/22/22	9-5	S	\$70	MAIN
41636	2/9/22	2/10/22	5-9	W,TH	\$70	MAIN
41642	3/5/22	3/5/22	9-5	S	\$70	MAIN
41643	4/30/22	4/30/22	9-5	S	\$70	MAIN
41644	5/12/22	5/13/22	5-9	TH,F	\$70	MAIN



## Green Programs

### INITIAL LEAD SAFETY REMOVAL

EPA's Lead Renovation, Repair and Painting Rule (RRP Rule) requires that firms performing renovation, repair, and painting projects that disturb lead-based paint in homes, child care facilities and pre-schools built before 1978 have their firm certified meeting skill assessment in accordance with 40 CFR 745.225. This course meets the criteria for Initial Lead Safety, Removal, and Paint Certification.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41464	2/10/22	2/10/22	8-5:30	TH	\$100	LELAND

### LEAD SAFETY REMOVAL REFRESHER

This is a class for Certified Renovators who wish to maintain their certification active prior to expiration date of their original certification (5 years in NC). Submit a copy of the unexpired certificate at the time of registration.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41461	4/7/22	4/7/22	8-1	TH	\$90	LELAND

### SOLAR PV INSTALLER

This course provides instruction on the fundamentals of Solar Photovoltaic systems. Students will learn design criteria, installation, safety issues, and maintenance of photovoltaic systems, construction skills, and applied math skills. Upon completion, students will have the knowledge base for an entry-level position with a dealer/installer Solar Photovoltaic industry. NCCER Certification. Prerequisite: Electrical 1 & 2.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41465	1/22/22	4/23/22	9-4:30	S	\$202.50	LELAND

## Healthcare Courses

### CONTEMPORARY ISSUES ADDICTION

This 96 hour class provides a review of the diverse special populations which are associated the addictions treatment. Topics covered include prevention strategies, and treatment methods associated within a variety of special populations. Text book required: Taking Sides: Clashing Views on Controversial Issues in Drugs and Society 12th edition. New York: McGraw-Hill Prerequisites: Intro to CADC, and Treatment of Addictions

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41634	1/21/22	5/13/22	ONLINE		\$180	ONLINE

### HEALTH CARE CAREER FOCUS

7 hr. class which is a pre-requisite for NA 1, PCT, Pharm Tech, Cardiovascular Technician and Phlebotomy. Topics: Info on BCC Health Ed courses, employment opportunities, study skills, and interviewing techniques. Work Keys Assessment measuring reading comprehension, seeking information & math knowledge.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41662	1/7/22	1/7/22	8-3:30	F	\$70	MAIN
41646	1/25/22	1/31/22	ONLINE		\$70	ONLINE
41660	2/11/22	2/11/22	8-3:30	F	\$70	MAIN
41648	3/15/22	3/21/22	ONLINE		\$70	ONLINE
41658	4/8/22	4/8/22	8-5:30	F	\$70	MAIN
41655	5/13/22	5/13/22	8-3:30	F	\$70	MAIN

### INTRO TO CERTIFIED SUBSTANCE ABUSE COUNSELOR

This 96 hour online class is the first of a three part course that will lead to a certification as a Certified Substance Abuse Counselor (CSAC). Course topics include, substance abuse credentialing process, core concepts in substance abuse and dependence, basic ethics, and other topics related to understanding addiction. Textbook required; Concepts of Chemical Dependency 10th edition Special requirements: Microsoft Word or a comparable word processing program, additional posts may require Adobe Acrobat Reader.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41633	1/21/22	5/13/22	ONLINE		\$180	ONLINE

### MEDICATION AIDE

The Medication Aide Training Course has been developed by the Department of Health and Human Services and the North Carolina Board of Nursing to provide an educational experience for unlicensed individuals to administer medications to members of the community in a variety of settings. The course is designed to provide class and laboratory practice. The course includes information the Medication Aide will need to understand and perform the basic competencies required to safely administer medications. Following course completion, the student will be eligible to take the N.C. State Board Medication Aide Exam for skilled nursing homes required for listing as a Medication Aide in the state of North Carolina.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41708	3/4/22	3/12/22	9-4	F,S	\$137.50	MAIN

## NURSE AIDE LEVEL I

This course provides 192 hours of instruction, laboratory skills and clinical experience, lecture focusing on anatomy & physiology, personal care skills, HIPPA, infection control, ethics, professionalism, patient safety, CPR class. At the completion of this course, students will be prepared to take the NC Nurse Aide I exam (CNA) Student required to complete background and drug screening and physical exam with immunizations.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41705	1/11/22	5/12/22	5-9	T,TH	\$212	MAIN
41712	1/31/22	4/20/22	8-4:30	M,W	\$212	MAIN
41711	1/18/22	3/14/22	8-4:30	M,T,TH	\$212	MAIN
41710	2/2/22	4/27/22	8-5	M,W	\$212	LELAND
41713	2/1/22	4/21/22	8-4:30	T,TH	\$212	MAIN

## NURSE AIDE I REFRESHER

This 40 hr. class includes lecture and lab skills and will prepare the student for the NC State Nurse Aid Exam to become a Certified Nursing Aide I. All students who attend this class must have completed a previous Nurse Aid I course. This is not a substitute class for NAI.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41714	3/4/22	4/1/22	8-4:30	F	\$137.50	MAIN

## PATIENT CARE TECHNICIAN

The Patient Care Technician Course is designed to offer career advancement for Nurse Aides listed on the N.C. Nurse Aide I Registry. The course provides both classroom education and laboratory skills. Content addresses anatomy and physiology, infection control, medical terminology, additional skills related to patient care performed under the supervision of the registered nurse. In addition, the course will provide phlebotomy and cardiovascular monitoring lecture and skills; allowing individuals to work as Patient Care Technicians in health care settings. This course also provides a supervised clinical experience.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41664	1/25/22	5/13/22	8-4:30	T,TH	\$227	MAIN

## PHARMACY TECHNICIAN

This 204 hr. course covers Federal laws/regulations, conversions/calculations, dosage forms/routes of administration, anatomy and physiology, microbiology, chemistry & CPR class. The course also prepares students for the National Pharmacy Tech Certification Board Examination.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41707	1/10/22	5/11/22	9-3:30	M,W	\$212	MAIN
41706	1/20/22	5/12/22	5-9	T,W,TH	\$212	MAIN
	4/8/22	4/8/22	8-4:30	F		

## PHLEBOTOMY

Phlebotomy course is 208 hours and will prepare students to perform both microcollection techniques and venipuncture in a clinical facility. Emphasis will be placed on effective communication and patients, use of universal precautions, proper collection techniques, point-of-care-testing, specimen handling, and documentation. CPR will be provided in this course. Upon successful completion of this course, students will be eligible for certification in phlebotomy. Students are required to have physical, immunizations, background and drug screening before clinicals.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41709	2/1/22	4/28/22	8-4:30	T,TH	\$212	MAIN

## TREATMENT OF ADDICTION

This 96 hour class is the second in the three part series of classes that lead to the Substance Abuse Counseling certification. This class includes counseling individuals and dysfunctional families, group counseling, the concepts of recovery and relapse, ethics, legal issues and confidentiality. Textbook required: Learning the language of Addiction Counseling (5th Ed.) John Wiley & Sons, Inc.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41627	1/21/22	5/13/22	ONLINE		\$180	ONLINE

## HRD Human Resources Development



## HUMAN SERVICE EXPLORATION:DSS

This course covers skills and strategies designed to provide employability skills training and career exploration for the role of Income Maintenance Caseworker within Division of Social Service agencies. This course is linked to HSE 3220 Income Maintenance Caseworker - NC FAST. Fee waivers may apply.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41729	2/1/22	3/29/22	6-9	T,TH	\$160	MAIN

## I HAVE AN INTERVIEW, NOW WHAT?

Now that you have taken several steps in your job search, here comes the exciting part to landing that job you want. This course prepares you on how to answer interview questions. Topics include tips for various interview settings, curve ball questioning, planning & preparation, being present in the interview, and selling yourself the right way. Upon completion, students will have gained knowledge to be confident in every interview.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41990	2/24/22	2/24/22	9-1	TH	\$70	BETCC
41992	3/24/22	3/24/22	9-1	TH	\$70	BETCC
41993	4/28/22	4/28/22	9-1	TH	\$70	BETCC
41994	5/12/22	5/12/22	9-1	TH	\$70	BETCC

## RESUME CREATION

This course is designed to help you understand the true purpose of a resume. Topics include resume formatting, analyzing the needs of an employer and matching your resume to those needs, and highlighting key keywords to create an impressive document. Students will have the opportunity to utilize what they have learned and gain confidence in what they have written.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41995	2/18/22	2/18/22	9-1	F	\$70	BETCC
41996	3/16/22	3/16/22	9-1	W	\$70	BETCC
41997	4/13/22	4/13/22	9-1	W	\$70	BETCC
41998	5/6/22	5/6/22	9-1	F	\$70	BETCC

## Innovation

### CREATING A NON-PROFIT

This course will provide you with the necessary tools to create an emerging nonprofit organization. Just as expected when starting a business, building a nonprofit requires planning, implementation and execution. Topics covered in this course will range from crafting mission and vision statements, to preparing required state and federal documentation, alongside recruitment and training of diverse board and staff. Students will understand the basic elements needed to create and manage an effective nonprofit.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41728	3/1/22	4/21/22	ONLINE		\$75	ONLINE

## Metalworking

### MACHINE TECHNOLOGY I

This course introduces machining operations as they relate to the metalworking industry. Topics include machine shop safety, measuring tools, job planning, etc. This course teaches on lathe operations, drilling techniques, milling operations, surface grinding and job layout strategies. The instructor also emphasizes machine maintenance, soft skills, and team work. Students will have the opportunity to earn third-party credentials through the National Institute of Metalworking Skills NIMS. Book required.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41737	1/10/22	5/13/22	6-10	M,W,F	\$202.50	LELAND

### MACHINE TECHNOLOGY II

Students enrolling in this course should have mastery of safety, soft skills, and manual operations. The instructional team will provide an integrative experience that utilizes computer numerical controlled machines (CNC) that are common in the metalworking, fabrication, and manufacturing industry. Students will be exposed to automated equipment function with precise program commands. The project-based lab will require students to produce error-free metal components by utilizing CNC milling and turning. Students will also be exposed to three-dimensional printing and component design. All parts and projects will be inspected by an independent group of industry professionals. Students will have the opportunity to earn highly sought third-party credentials that are recognized nationally.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41738	1/11/22	5/14/22	6-10	T,TH	\$202.50	LELAND

## Notary

### E-NOTARY

This course is designed for current Notaries that have a desire to be a commissioned electronic notary. Topics include legal, ethical and procedural requirements of the Notary Act set forth in the General Statute 10B Article 2. You must provide your commission expiration date upon registration; purchase the Electronic Notarization Manual before you can attend the class. For more information, go to [www.secretary.state.nc.us/notary/](http://www.secretary.state.nc.us/notary/).

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41717	1/20/22	1/20/22	5:30-9:30	TH	\$75	MAIN
41718	4/6/22	4/6/22	1-5	W	\$75	LELAND

## NOTARY

Notaries play an important role in preventing fraud and provide a means of validation records of certain actions and agreements. They verify the identity of individuals executing documents that transfer valuable property or establish important legal rights of obligations. Must have the latest edition Notary book prior to class. Must submit copy of Driver's License when registering for class. Book required.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41619	1/10/22	1/10/22	9-5	M	\$70	MAIN
41620	2/15/22	2/15/22	9-5	T	\$70	MAIN
41618	3/16/22	3/16/22	9-5	W	\$70	LELAND
41613	4/19/22	4/20/22	5:30-9	T,W	\$70	MAIN
41615	5/9/22	5/9/22	9-5	M	\$70	RESQ
41616	6/13/22	6/13/22	9-5	M	\$70	MAIN

## Trades

Scholarships Available

### ACCELERATED CONSTRUCTION

Students will be introduced to light construction building trades. Emphasis will be placed, on safe work practices, personal protective equipment (PPE), tools and the proper and safe use of the tools. This course is designed to provide the student with entry level training to become employed in the light construction industry. The student will have the opportunity to earn NC3 certifications in safety and measuring tools, along with the 10-hour OSHA CARD, and NCCER credentials after passing the exams.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41716	1/11/22	5/12/22	6-10	T,TH	\$227.50	MAIN

### ACCELERATED PLUMBING

This course prepares plumbing technicians for entry level employment. The course focus on the basic installation, maintenance, and repair of plumbing system and components. Topics include safe use of tools, implementation of standard practices, and installation/maintenance of piping, fittings, valves, appliances and fixtures used in plumbing systems. Students have the opportunity to earn OSHA, as well as, NCCER Credentials.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41724	1/10/22	5/4/22	6-10	M,W	\$272.50	MAIN

### BLUEPRINT READING

Students will be introduced to light construction building trades. Emphasis will be placed, on safe work practices, personal protective equipment (PPE), tools and the proper and safe use of the tools. This course is designed to provide the student with entry level training to become employed in the light construction industry. The student will have the opportunity to earn NC3 certifications in safety and measuring tools, along with the 10-hour OSHA CARD, and NCCER credentials after passing the exams.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41466	3/19/22	5/14/22	8:30-3	S	\$125	LELAND

### ELECTRICAL I RESIDENTIAL

This course prepares students for an entry-level light construction and basic residential electrical installations. Topics include static electricity, OHMs law, DC circuits, alternating & direct currents, indicators, transformers, capacitors, electronic, safety, green building practices, blueprint reading, and regulatory NEC requirements for residential facilities. The skills acquired prepares the student for immediate employment in the electrical field. Student will also have the opportunity to obtain a 10-hour OSHA safety card, NCCER and GreenLee certifications.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41468	1/10/22	5/10/22	9-1	M,T,W	\$252.50	LELAND

### ELECTRICAL II COMMERCIAL

Prerequisite Electrical Tech I. This course Load calculations, conductor selection calculations, practical lighting applications, hazardous locations, overcurrent protection, distribution equipment, transformers, commercial electrical services, motor calculations, voice, data, & video, motor controls. Students will also have the opportunity to obtain NCCER & Green Lee certifications.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41462	1/11/22	5/5/22	6-10	T,TH	\$217.50	LELAND

### ELECTRICAL LICENSE RENEWAL

This course provides updates and changes in NEC and any NC amendments, along with coverage of other code content to licensed electricians to be able to obtain the continuing education mandated by the NC Board of Electrical Contractors for License Renewal.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41467	1/29/22	1/29/22	8-4:30	S	\$70	BETCC
41469	3/5/22	3/5/22	8-4:30	S	\$70	BETCC

## ELECTRICAL LINEMAN

This course prepares individuals to work as lineman in the preparation and repair of electrical utility facilities. This is a 10-week, 400-hour course designed to prepare individuals for a good paying and exciting job as an Electrical Lineman. Upon completion, individuals will possess the necessary skills for employment in the electrical utility industry. During this training, individuals will be given the opportunity to obtain certifications in: 3m Safety, Competent Person Trenching, as well as CDL permit prep. Students will have interviews after Graduation. Course content to align with learning outcomes defined by the Carolinas Energy Workforce Consortium. Pre-registration requirements: high school diploma or GED, Valid Driver's license (Must be 18 years of age), and DOT Physical Exam results.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
42007	1/24/22	4/1/22	8-4:30	M,T,W,TH,F	\$260	MAIN

## GENERAL CONTRACTOR PREP

This course will help prepare individuals for NC Building Contractor's Licensure Board Certification exam. Class will emphasize codes, cost estimation, blueprint reading, and construction terms. First class will be oriented to assist you with completing your application to NC Building Contractors Licensure Board. Books required. Book list will be provided on first night of class. Books are estimated \$300 - \$500 For info regarding NC Licensing, go to: [www.nclbgc.org](http://www.nclbgc.org) and [www.contractorsseminars.com](http://www.contractorsseminars.com)

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41722	1/18/22	4/26/22	6-9	T	\$130	MAIN

## HEATING & AIR CONDITIONING I

Purpose of this course is to prepare students to make a successful start toward becoming craftsman in the HVAC field. Course will familiarize student with mechanical codes. Students will have opportunity to obtain National Center for Construction Education and Research (NCCER) pocket card as well as OSHA ten hour pocket card upon successfully completion of required exams. Course work includes lecture, handouts and hands-on experience. Book required. Class limited to 12 students

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41735	1/10/22	5/11/22	6-10	M,T,W	\$272.50	MAIN

## HEATING & AIR CONDITIONING II

This course is a continuation of Heating and Air Conditioning I, It is designed to provide the student with advanced skills in the subject matter. The course will venture into a more in-depth study of the Heating and Air Condition industry. You will have the opportunity to obtain your CFC Certification. The course will better familiarize the student with mechanical codes. Pre-registration required for class. This is a National Center for Construction Education and Research (NCCER) class. Book required. Class limited to 12 students.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41732	1/6/22	5/12/22	6-10	T,TH	\$272.50	MAIN

## WELDING I

The purpose of this course is to prepare students to make a successful start toward becoming craftsman in welding trade. Students learn to use gases and/or welding processes and to braze and solder metal parts according to diagrams, blueprints, or written specifications. Students will have opportunity to receive National Center for Construction Education and Research (NCCER) pocket card as well as OSHA 10-hour pocket card upon successful completion of required exams. Book required. Class is limited to 12.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41808	1/12/22	5/13/22	6-10	W,TH,F	\$257.50	MAIN

## WELDING II

This course will begin where Welding I ended. You will receive more in-depth instruction in welding metal with oxyacetylene equipment, using tools to shape and cut metals; braze welding with oxyacetylene equipment, interpreting blueprints, welding metals with shielded metal arc equipment, and understanding welding tests and codes. This is a National Center for Construction Education and Research (NCCER) class. Book required.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41807	1/10/22	5/11/22	6-10	M,T,W	\$202.50	MAIN

## WELDING REFRESHER

Brunswick Community College, is offering a Welding Refresher course during the Summer. This will be a 100% hands on class. If there is an area you need to improve on this is the class for you. The class will met 06/02, 06/07, 06/09, 06/21, 06/23, 06/28, and 06/30. The cost for the class is \$147.50. The class will meet from 6:30PM-10PM.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41809	6/2/22	6/30/22	6:30-10	T,TH	\$147.50	MAIN

## Workforce Development

### BUILDING INSPECTION I

This certification-related course is designed for the Building Inspection I code enforcement official. Course participants will learn a better understanding of Building Code, Residential Code and the Accessibility Code of the NC State Building Code and will be able to apply the codes in the inspection field. With the successful completion of this course, the Law and Administration course and other educational requirements required by the NC Code Officials Qualification Board, students will be eligible to take the Building Level I state exam.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41725	2/4/22	2/19/22	8-5	F,S	\$130	MAIN

### BUILDING INSPECTION II

This certification-related course is designed for the education and training of the Building Level II code enforcement official who has the responsibility of inspecting all types of construction up to 60,000 square feet and is built upon the information presented in the Building Level I Standard Inspection Course. Upon completion, course participants will have a better understanding of the Building Code, the Residential Code, and the Accessibility Code of the NC State Building Code and will be able to apply the Codes in the inspection field. In addition, with the successful completion of this course and the Law and Administration course in conjunction with other education and experience requirements specified by the NC Code Officials Qualification Board, course participants will be eligible to take the Building Level II state examination for inspector certification.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41726	3/18/22	4/2/22	8-5	F,S	\$130	MAIN

### FORKLIFT OPERATOR

This course is designed to meet standards issued by the Occupational Safety & Health Administration (OSHA) and the American National Standards Institute (ANSI). Core topics include forklift design, controls, instrumentation, pre-use inspection, safety awareness, and stability. Successful completion will include a certificate and wallet cardCourse

START DATE	END DATE	TIME	DAY(S)	COST	LOCATION	
41720	2/5/22	3/12/22	9-4	S	\$147	MAIN
41721	3/26/22	5/7/22	9-4	S	\$147	LELAND

### GRANT SEEKING TO GRANT WRITING

This course will provide you with effective grant writing skills that are essential to acquire competitive funding from government agencies and private foundations. Writing a successful grant proposal is a blend of art and science. It requires basic know-how, content knowledge, writing proficiency, strong research skills, creativity, organizational ability, patience, and a great deal of luck. This course will provide students with the background necessary to develop a competitive funding proposal.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41723	1/11/22	2/3/22	ONLINE		\$75	ONLINE

### INCOME MAINTENANCE CASEWORKER: NCF

This course is designed to cover a variety of skills associated with the Income Maintenance Caseworker role to determine service eligibility. Specific Focus will include proficiency in the utilization of the NCFAST application. Other topics will include skills in communication, interviewing, time management, data gathering/compiling, and data analysis. Colleges providing this course must utilize the approved curriculum. Prerequisite: HRD:4000 Human Services Exploration: DSS.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41733	1/22/22	6/7/22	6-9	TH	\$130	MAIN

### PARALEGAL 2

This will provide the right balance of relevant workplace skills and legal theory. Students enrolling in this program will understand 1) the core concepts needed to pass the NC Paralegal Examination; 2) establish a successful career in the legal field. Upon completion, students will be equipped to conduct valuable legal research, craft legal correspondence, interview, organize case files, and navigate the litigation process. For the duration of the program, students will learn from experienced attorneys and have access to a variety of resources that provide case studies, group projects, and traditional lecture. Requirement: High School Diploma/GED. Prerequisite: Paralegal I.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41739	1/10/22	5/12/22	6-10	M,W,TH	\$302.50	LELAND

### VETERINARY ASSISTANT

This course allows you the opportunity to gain knowledge in veterinary terminology, anatomy and physiology, animal behavior and communication, grooming techniques and proper handling of animals. Topics will include obtaining and collecting specimens, emergency care, medical charts and office management techniques. Students will have the opportunity to earn pet CPR and First Aid. This course prepares completers for entry level employment as a Veterinary Assistant.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41486	2/1/22	5/19/22	6-10	TH	\$222.50	BETCC



## Emergency Services Training

Each semester, Brunswick Community College provides comprehensive, hands-on emergency training for the citizens of Brunswick County. Our courses include the following:

### EMS COURSES

COURSE	START DATE	END DATE	LOCATION
<b>ALS AQUATIC ENVENOMATION CAPNOGRAPHY</b> 42073	3/3/22	3/30/22	ONLINE
<b>ALS CHEST TUBES CPAP VS. BIPAP</b> 42067	1/6/22	1/31/22	ONLINE
<b>ALS ECG INTERPRETATION</b> 42070	2/3/22	2/28/22	ONLINE
<b>ALS RESEARCH FOR THE ALS PROVIDER4</b> 42076	4/7/22	4/30/22	ONLINE
<b>AQUATIC ENVENOMATION BLS TREATMENT</b> 42078	5/5/22	5/31/22	ONLINE
<b>BLS PEDIATRIC EMERGENCY CARE</b> 42075	4/7/22	4/30/22	ONLINE
<b>OBSTETRICS FOR THE BLS PROVIDER</b> 42066	1/6/22	1/31/22	ONLINE
<b>OT AGRICULTURAL &amp; INDUSTRIAL EMERGENCIES</b> 42080	5/5/22	5/31/22	ONLINE
<b>OT AMBULANCE OPERATIONS</b> 42068	1/6/22	1/31/22	ONLINE
<b>OT BASIC TRAUMA EMERGENCIES</b> 42071	2/3/22	2/28/22	ONLINE
<b>OT BLAST- EAR, BLAST - LUNG, BLAST TRAUMATIC BRAIN</b> 42074	3/3/22	3/30/22	ONLINE
<b>OT EMS DOCUMENTATION</b> 42077	4/7/22	4/30/22	ONLINE
<b>PATIENT ASSESSMENT FOR THE BLS PROVIDER</b> 42072	3/3/22	3/30/22	ONLINE
<b>SUDDEN CARDIAC ARREST FOR THE BLS PROVIDER</b> 42069	2/3/22	2/28/22	ONLINE
<b>TRAUMA EMERGENCIES FOR THE ALS PROVIDER</b> 42079	5/5/22	5/31/22	ONLINE

### In-Service Law Enforcement Training

Courses are designed to enhance the service of law enforcement officers. The ongoing development of these courses are based upon the needs and interests of the law enforcement community in Brunswick County. Training is offered at no cost to law enforcement officers in areas to include, but are not limited to : detention officer certification, firearms training, driver training, investigations, community oriented policing, human trafficking, crisis intervention team, and tactical ops. The majority of courses are customized so that multiple shifts can participate.

### LAW & ADMINISTRATION

New Impartial Policing - This course is designed to provide training in topics directly related to impartial policing. Topics include: impartial policing, the importance of having a strong moral compass, and strategies for developing deliberate leadership qualities, to include building collaborative community engagements and trusting relationships. Call (910) 755-7388 to schedule training for your department TODAY!

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
42013	2/25/22	2/26/22	8-5	F	\$70	MAIN

## Firefighter Courses

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
<b>FIRE FIGHTER SUCCESS</b> 41430	2/9/22	2/9/22	8-4	W	\$70	STRC
<b>NC FIRE INSTRUCTOR II</b> 42038	2/21/22	2/25/22	8-12	M,T,W,TH	\$120	FIRE
<b>TR LARGE VEHICLE RESCUE</b> 41972	1/24/22	1/24/22	9-4	M	\$70	FIRE
<b>TR LARGE VEHICLE RESCUE</b> 41974	1/25/22	1/25/22	9-4	T	\$70	FIRE
<b>TR STABILIZATION/EXTRICATION</b> 41971	1/19/22	1/21/22	9-4	W,F	\$70	FIRE
<b>TR VEHICLE ANATOMY/NEW TECH</b> 41968	1/12/22	1/12/22	8-6	W,F	\$70	FIRE
<b>TR VEHICLE ANATOMY/NEW TECH</b> 41969	1/13/22	1/13/22	8-6	TH	\$70	FIRE
<b>TR VICTIM MANAGEMENT</b> 41975	1/31/22	2/2/22	9-4	M,W	\$70	FIRE
<b>TR VICTIM MANAGEMENT</b> 41979	2/1/22	2/3/22	9-4	T,TH	\$70	FIRE
<b>TR VR RESCUE OPS/VEHICLE RESC</b> 41966	1/10/22	1/10/22	8-6	M	\$70	FIRE
<b>TR VR RESCUE OPS/VEHICLE RESC</b> 41967	1/11/22	1/11/22	8-6	T	\$70	FIRE
<b>TR VR STABILIZATION/EXTRICATI</b> 41970	1/18/22	1/20/22	9-4	T,TH	\$70	FIRE
<b>UAS DRONE INTRO/PUBLIC SAFETY</b> 41742	4/11/22	4/14/22	8-5	M,T,W	\$125	WBFD

## Clases De Inglés Gratis (Esl Free Classes)

8:30-11:30 AM y 6:30-9:30 PM en Supply

### PROGRAMA PARA ADULTOS EN ESPAÑOL

- Manicurista Tecnico en Uñas
- Preparación para el GED - Equivalencia de High School
- Lectura de planos
- Electricidad (Residencial, Comercial e Industrial)
- OSHA - Seguridad industrial
- Construcción - Carpintería
- Asistente Administrativo
- Office Practice - Conceptos de computación
- Quickbooks
- Como Abrir un Negocio (conceptos de administración, finanzas, licencias, operaciones, mercadeo y ventas, y más.)
- Costura (Bordados, patrones, selección de telas, medidas, y alteraciones)
- Administración de Proyectos de Construcción
- Cocina (Conceptos básicos, intermedios y avanzados. Pastelería y repostería)

Déjanos ayudarte planificar tu futuro. Para obtener una cita favor llamar al 910-755-8561  
Hay Oportunidades de becas. ¡Pregunta si Calificas!



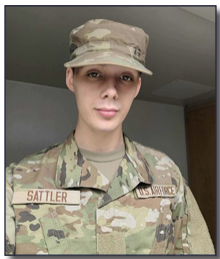
# IT'S NEVER TOO LATE TO FINISH HIGH SCHOOL!

## Gateway to Employment and Academic Readiness (GEAR)

Please call 910-755-7386 to learn more about earning your GED® or high school diploma.

Student Orientation Students may choose to attend AM (9-12:30 PM) or PM (5-8:30 PM) sessions.

COURSE	TIME	DAY(S)	LOCATION
1/5/22	8:30-12:30	W	MAIN
1/6/22	8:30-12:30	TH	MAIN
1/12/22	5-9	W	MAIN
1/13/22	5-9	TH	MAIN
1/19/22	8:30-12:30	W	LELAND
1/20/22	8:30-12:30	TH	LELAND
1/26/22	8:30-12:30	W	MAIN
1/27/22	8:30-12:30	TH	MAIN
2/2/22	5-9	W	MAIN
2/3/22	5-9	TH	MAIN
2/9/22	8:30-12:30	W	LELAND
2/10/22	8:30-12:30	TH	LELAND
2/16/22	8:30-12:30	W	MAIN
2/17/22	8:30-12:30	TH	MAIN
2/23/22	5-9	W	MAIN
2/24/22	5-9	TH	MAIN
3/2/22	8:30-12:30	W	LELAND
3/3/22	8:30-12:30	TH	LELAND
3/9/22	8:30-12:30	W	MAIN
3/10/22	8:30-12:30	TH	MAIN
3/16/22	5-9	W	MAIN
3/17/22	5-9	TH	MAIN
3/23/22	8:30-12:30	W	LELAND
3/24/22	8:30-12:30	TH	LELAND
3/30/22	8:30-12:30	W	MAIN
3/31/22	8:30-12:30	TH	MAIN
4/6/22	5-9	W	MAIN
4/7/22	5-9	TH	MAIN
4/13/22	8:30-12:30	W	LELAND
4/14/22	8:30-12:30	TH	LELAND
4/27/22	8:30-12:30	W	MAIN
4/28/22	8:30-12:30	TH	MAIN
5/4/22	5-9	W	MAIN
5/5/22	5-9	TH	MAIN
5/11/22	8:30-12:30	W	LELAND
5/12/22	8:30-12:30	TH	LELAND



### STUDENT SUCCESS

Matthew Sattler had a good job at a local Chevy dealership; however, he wasn't able to advance because he didn't have the opportunity to complete high school. After enrolling in the GEAR program, Matthew's dream of serving in the Air Force became a reality once again. Today, Matthew is protecting your freedom and mine. Matthew hopes to eventually deploy with an emergency relief team to aid natural disasters and he credits the GEAR program for preparing him for his career.

## Arts & Cultural Heritage

### FABRIC QUILTING SKILLS

Master the basics of quilting by working either beginning or intermediate pieces and/or appliqued pieces. Introduction to design, construction, materials, techniques, tools and equipment. Sewing machines provided on site. Instructor Marilyn Ridgeway.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41454	1/11/22	4/26/22	9-12	T	\$125	SPC

### GLASS ENAMELED

If you love working with glass, but still want to paint, you can get stunning results with enamels and glass paints especially designed for firing in a kiln. From small projects to large, the play of light through opaque and transparent colors enables endless possibilities for creative expression.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41431	3/10/22	4/28/22	1-4	TH	\$70	SPC

### GLASS FUSED

Explore the creative potential of kiln formed glass with a variety of techniques including kiln carving, slumping and jewelry. Projects are finished by firing in the glass kiln to fuse the materials. Glass kilns on site. Students are encouraged to register with an open mind and ready to experiment. Instructor Gina Poppe.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41412	1/10/22	5/2/22	9-12	M	\$125	SPC
41413	1/10/22	5/2/22	1-4	M	\$125	SPC

### GLASS MOSAIC

Amaze your friends and family with an ancient art form. Even beginners can soon craft gorgeous products from small pieces of colored glass and grout. Students will provide their own materials. Instructor Jennifer Bellini.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41400	1/12/22	4/27/22	9-12	W	\$125	SPC

### GLASS STAINED

Apply lessons learned from the history of stained glass in America to the design and execution of your own pieces. Includes pattern making, knowledge of glass types and properties, cutting and polishing techniques, and use of copper foil/lead solder to complete several projects. Multiple sections, beginning-advanced. Instructor Jennifer Bellini.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41392	1/11/22	4/26/22	9-12	T	\$125	SPC
41393	1/11/22	4/26/22	1:30-4:30	T	\$125	SPC
41394	1/13/22	4/28/22	9-12	TH	\$125	SPC
41397	1/12/22	4/27/22	1:30-4:30	W	\$125	SPC

### GLASS STAINED NIGHTS

This condensed format (4 weeks) provides an opportunity to sample stained glass without long-term commitment. Suitable for all levels. Instructor Michele Field.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41798	3/1/22	3/24/22	6-9	T	\$70	SPC

### JEWELRY POLYMER CLAY

Introduction to polymer clay properties, caning, color blending, Skinner blends, kaleidoscopes, and surface techniques. Veneers will be designed to make a variety of beads and small bowls. Basic jewelry assembly and finishing techniques will be covered. Instructor Christine Noble.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41420	1/19/22	2/23/22	1-5	W	\$70	SPC

### JEWELRY PRECIOUS METAL CLAY

Precious metal clay is comprised of salvaged precious metals ground to a fine powder and mixed with a natural binder and water. The binder burns away when fired, leaving a finished item (22Kt gold or 99.9% fine silver) that is smaller and has sharper detail than the original. Jewelers of all skill levels can form this material into exquisite finished pieces. Instructor Joan Masters

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41419	1/13/22	3/3/22	9-12	TH	\$70	SPC

### JEWELRY SILVER BEGINNING

Basic metalsmithing and jewelry hand fabrication techniques will be taught through demonstration and hands-on activity. Includes texturing, sawing, piercing, cold connections, simple forming, cold forging and soldering, etc. Instructor Spencer Hayden.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41432	1/13/22	4/28/22	1-5	TH	\$180	SPC

## JEWELRY SILVER INTERMEDIATE

Pre-requisite Beginning Silver or instructor's permission. Intermediate students will continue to hone skills learned in the beginning class through a series of completed projects. They will also add a variety of new techniques to their repertoire, generally including enameling, etching and casting. Instructor Aleah DeMore Smith.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41415	1/11/22	4/26/22	12-4	T	\$180	SPC

## JEWELRY SILVER ADVANCED

Advanced students will begin with a sketchbook to develop their own unique style and focus through designing based projects. Several prototypes and projects will be completed during the course, using a variety of more advanced techniques.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41414	1/12/22	4/27/22	1-5	W	\$180	SPC

## JEWELRY SILVER NIGHTS

Suitable for all levels, the instructor will support individual development in a wide variety of techniques in this studio-based format. Instructor Aleah DeMore Smith.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41416	1/11/22	4/26/22	5:30-8:30	T	\$125	SPC

## JEWELRY WIRE WRAP

Delicate tracers in copper, bronze and silver wire make exquisite bangles, earrings and pendants. This specialty technique will stretch the repertoire of both beginners and more advanced students. Instructor Joan Masters.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41417	1/12/22	3/2/22	9-12	W	\$70	SPC
41418	3/9/22	4/27/22	9-12	W	\$70	SPC

## PAINTING & DRAWING EXPRESSIVE

Gain confidence in your personal expression. Loosen your grip and find your unique reality through fluid gesture and intuitive observation of various subject matter with emphasis on the figure. Instructor Donna Moore.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41391	1/7/22	4/29/22	9-12	F	\$125	SPC

## PAINTING IMPRESSIONIST

Palette knife, cold wax technique and paint application for the beginner or advanced student, with individual instruction that allows students to progress at their own rate. Students will be introduced to advanced color theory and design as well as the historic use of various mediums. Multiple sections offered. Instructor Joseph Bardani.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41384	1/10/22	5/2/22	8:30-12:30	M	\$180	SPC
41385	1/10/22	5/2/22	1:30-5:30	M	\$180	SPC
41386	1/11/22	4/26/22	8:30-12:30	T	\$180	SPC
41389	1/11/22	4/26/22	1:30-5:30	T	\$180	SPC
41390	1/12/22	4/27/22	9-1	W	\$180	SPC

## PAINTING REALIST ALL MEDIA

Become the artist you wish to be. Apply time-tested artistic methods to improve drawing, color, value and composition. Work in all media, from life as well as from photography, to further develop your own very distinctive style. Instructor Terry Harrison.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41381	1/13/22	4/28/22	2:30-5:50	TH	\$125	SPC

## PAINTING WATERCOLOR

Suitable for all levels of expertise. We will discuss watercolor materials, painting procedures and techniques while producing fabulous pieces in this medium. Multiple sections offered. Instructor Terry Harrison.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41382	1/12/22	4/27/22	2-5	W	\$125	SPC
41383	1/13/22	4/28/22	9-1	TH	\$180	SPC

## PHOTOGRAPHY ARTISTIC 1A

Suitable for all levels of expertise. We will discuss watercolor materials, painting procedures and techniques while producing fabulous pieces in this medium. Multiple sections offered. Instructor Terry Harrison.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41421	1/13/22	3/3/22	9-12	TH	\$70	SPC

**PHOTOGRAPHY ARTISTIC 1B**

Take your photographs to a higher level by practicing more in-depth critiquing, selecting strong images and sequencing them for display. Classwork includes; cropping discussions, basic mat cutting/framing, presentation, creating a portfolio, titling the images and writing an artist statement. The class will conclude with a photography show at the college. Display requires additional material costs. Pre-requisite Artistic I or instructor's approval. Instructor Frank Fierstein.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41422	3/10/22	4/28/22	9-12	TH	\$70	SPC

**POTTERY BEGINNING**

Handbuilding is the focus for this introductory class. Using a variety of slab, extrusion and coiling techniques, students will learn the properties of various clays as well as simple glazing techniques and basic firing techniques with electric kilns. No pre-requisites. Multiple sections. Instructor(s) Kimberly Caroon or Carla Edstrom.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41434	1/11/22	4/26/22	8:30-12:30	T	\$180	SPC
41435	1/10/22	5/2/22	1-5	M	\$180	SPC
41436	1/11/22	4/26/22	1-4	T	\$125	SPC
41437	1/13/22	4/28/22	8:30-12:30	TH	\$180	SPC

**POTTERY INTERMEDIATE GLAZING**

Pre-requisite Beginning or instructor permission. Building upon introductory basics of glazing introduced in the beginning classes, this intermediate class further explores the wonderful range of surface embellishment and glazing techniques. Instructor Kimberly Caroon.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41439	1/11/22	4/26/22	8:30-12:30	T	\$180	SPC

**POTTERY INTERMEDIATE WHEEL**

Pre-requisite Beginning or instructor permission. These classes are designed for students with basic hand-building skills who are ready to move on to wheel throwing. Instructor Carla Edstrom.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41438	1/12/22	4/27/22	1-5	W	\$180	SPC

**POTTERY ADVANCED SPECIAL TOPICS**

Multiple sections are offered for Advanced Potters. These classes feature a revolving menu of more difficult and/or complicated projects and techniques including larger forms, surface embellishment, complex glazing, alternative clay bases and specialty firing techniques. Current offerings are listed individually each semester. Prerequisite Pottery Beginning and Intermediate or instructor approval. Instructors Kimberly Caroon, Carla Edstrom and Spencer Hayden

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41445	1/11/22	4/26/22	1-5	T	\$180	SPC

**POTTERY NIGHTS**

Suitable for all levels. In this class, the instructor works with students on an individual basis to provide an accessible and supportive experience for working students and others for whom night class is the best option. Instructor Carla Edstrom.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41446	1/12/22	4/27/22	5:30-8:30	W	\$125	SPC
41447	1/10/22	5/2/22	5:30-8:30	M	\$125	SPC

**POTTERY PRODUCTION TECH.**

Successful production potters have developed the expertise to control their output. Skill, speed and consistency are critical. This class explores techniques to refine those variables with a focus on executing a select number of craft skills predictably well. Prerequisite Pottery Beginning and Intermediate or instructor approval. Instructor Kimberly Caroon

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41440	1/10/22	5/2/22	8:30-12:30	M	\$180	SPC

**POTTERY SCULPTURE**

This more advanced class builds on techniques learned earlier with hand building and throwing. Basic forms are combined, sculpted, embellished and finished to more fully express artistic concepts. Greater expertise is developed in complex hand building and the firing of large pieces. Prerequisite Pottery Beginning and Intermediate or instructor approval. Instructor, Spencer Hayden.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41443	1/13/22	4/28/22	8:30-12:30	TH	\$180	SPC
41444	1/13/22	4/28/22	1-5	TH	\$180	SPC

**POTTERY STYLE DEVELOPMENT**

Collectible artists/craftsmen are instantly recognizable by the style of their pieces. While much of this personality develops organically as an expression of your own unique way of working, there are also choices along the way that shape the course of development. This class explores the diversity of the craft with an eye toward selecting and refining personal preferences

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41441	1/12/22	4/27/22	8:30-12:30	W	\$180	SPC
41442	1/12/22	4/27/22	1-5	W	\$180	SPC

## SEWING

Come sew in our relaxed atmosphere. Bring your own machine and gain more knowledge of how it works or use one of ours. You can brush up on your sewing skills and learn new techniques. If you are a garment maker, crafter or home decorator this is the class for you.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41485	1/18/22	3/8/22	2-5	T	\$75	BETCC

## WOODTURNING BEGINNING

Through lecture and hands-on sessions, students will learn the basics of using a wood lathe. On completion, students will be able to: identify the parts of the lathe; carefully observe and apply the American Association of Woodturners' safety guidelines; identify the basic woodturning tools and learn sharpening procedures. Students will purchase personal safety equipment and a few personal tools. Wood will be available for purchase on site. Instructor Dawn Greenberg.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41455	1/10/22	5/2/22	9-12	M	\$125	SPC
41456	1/10/22	5/2/22	1-4	M	\$125	SPC

## WOODTURNING INTERMEDIATE

Pre-requisite Beginning or instructor permission. This course assumes a knowledge of basic woodturning techniques, tools and safety precautions. Through practice students will further perfect their skills in the craft, delving into hollowing, live and natural edge bowls, turning thin, inlay, etc. Students will learn to harvest and prep their own wood and to problem solve, including repairing splits, gouges, chipping, etc. Advanced tools will be covered. For more adventurous students, independent study projects may be proposed and discussed with instructor. Instructor Spencer Hayden.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41457	1/12/22	4/27/22	9-12	W	\$125	SPC

## Music

### MUSIC GUITAR BEGINNING

Learn to play popular songs with/for your friends and family. This class is taught through group instruction in an organized progression to introduce the fundamentals of guitar playing at a pace you can enjoy. Bring your acoustic guitar. Ideal for the true beginner. Instructor Faris Harton.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41425	1/13/22	4/28/22	5-7	TH	\$125	SPC

### MUSIC GUITAR INTERMEDIATE

Pre-requisite Guitar 1 or prior experience. This class builds upon the fundamental skills to further develop your expertise in a variety of techniques and genres and expand your repertoire. Instructor Faris Harton.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41426	1/13/22	4/28/22	7-9	TH	\$125	SPC

### MUSIC RECORDING & PRODUCTION

Gain a working knowledge of computer software for recording (Cubase), through a general approach to recording, mic-ing, and editing, while applying some history of recording as a base line for technique. Includes hands-on experience in recording, editing, refining, experimentation, and mixing. Instructor Jamie Hoover.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41427	3/21/22	6/27/22	2-4	M	\$125	SPC

## Cultural Heritage

### AFRICAN LEGACY IN COASTAL NC

The purpose of this course is to learn about Black heritage in Southport, NC and surrounding coastal towns and cities in Brunswick County. Topics will range from the culture and history of African Americans and contributions made highlighting the lifestyle and legacy of the native African American people and its communities, (including Gullah Geechee Heritage). Two of the classes will include on-site visits.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41451	1/12/22	3/2/22	1-4	W	\$70	SPC
41452	3/9/22	4/27/22	1-4	W	\$70	SPC

### CREATIVE WRITING BEGINNING

A professional mystery writer will guide you through the process of finding story ideas, developing a plot, creating characters, writing dialogue, and finding the right voice. Through lecture, discussion and project work, you will find quiet time, feedback and support to develop a successful literary project. Instructor Alan Woodruff.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41448	1/10/22	5/2/22	9-12	M	\$125	SPC

## CREATIVE WRITING INTERMEDIATE

This studio style session is framed to advance literary works-in-progress at all levels. Published writer(s) will share insights and expertise as needed to keep your projects moving forward. Instructor Alan Woodruff.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41449	1/10/22	5/2/22	1-4	M	\$125	SPC

## FRENCH FOR PROFESSIONALS

This course, for the more advanced student, provides instruction in French language, culture and verbal expression in the context of business travel, customer service, tourism, and various work situations. Pronunciation, verb conjugation, common phrases, and practical expressions will be emphasized. Instructor Philippe Vandatte.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41450	1/25/22	4/12/22	1-4	T	\$125	SPC

## LIFE & WORK IN CAROLINAS

Explore our region's heritage and culture using historical facts, local stories, folklore, old photographs, religious traditions, local arts and artifacts to create a sense of time and place. Topics range from the Scottish immigration of the 1700's to the Gullah culture and stories of Native American tribes. Includes 3 site visits to local areas of interests, and counts toward the Heritage Guide Certificate Pathway. Instructor Rebecca Long.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41453	3/3/22	3/24/22	1-4	TH	\$70	SPC



## Small Business Center

To register for Small Business Center offerings, please visit [www.brunswickcc.edu/Continuing Education/Small Business Center](http://www.brunswickcc.edu/ContinuingEducation/SmallBusinessCenter) and follow the directions.

## PROTECTING THE FUTURE OF SMALL BUSINESSES

This seminar will give business owners an overview of how to serve business owner clients and help them meet their goals.

START DATE	TIME	DAY(S)	COST	LOCATION
1/13/22	12-1:30	TH	FREE	ONLINE

## SALES AND USE TAX

This webinar will help participants better understand their sales and use tax obligations with NCDOR. Participants will receive instructions on how to prepare a sales and use tax return in addition to learning about sales and use tax basics, the most common types of sales and use taxes collected, and how to register for an account in order to remit sales and use tax. Sales and use tax law changes regarding capital improvements and repair, maintenance, and installation services will not be addressed in any depth during this webinar.

START DATE	TIME	DAY(S)	COST	LOCATION
1/20/22	12-2	TH	FREE	ONLINE

## KEEPING SCORE: UNDERSTANDING AND IMPROVING YOUR CREDIT

Starting a business often forces you to pay attention to your credit score; do you understand your credit report? By attending this webinar, small business owners will gain a better understanding of the basics of credit scores, how to access and understand a credit score report, and common misconceptions about scores.

START DATE	TIME	DAY(S)	COST	LOCATION
1/27/22	12-1:30	TH	FREE	ONLINE

## NC LABOR LAW COMPLIANCE

Join us and the NC Department of Labor's Wage and Hour Bureau to learn about the following: Wage and hour terms, employment law, federal and state jurisdictions, the legal definition of hours worked, record keeping, legal forms, youth employment protections, exemptions, and promised wages.

START DATE	TIME	DAY(S)	COST	LOCATION
2/22/22	5-7	T	FREE	ONLINE

## Social Media Power Hour Series

In this 4-part series, you'll leave with ideas and strategies to leverage four of the top social media platforms that will help you get your business online.

## THE SCIENCE OF FACEBOOK

You DON'T have to pay to play! Learn the latest strategies for using Facebook to market your business: what's new and why it's important; the difference between a Facebook profile, a page, business manager and ads manager. Learn how to leverage groups, events and much more.

START DATE	TIME	DAY(S)	COST	LOCATION
2/2/22	12-1:30	W	FREE	ONLINE

## ALL ABOUT INSTAGRAM

Stories and hashtags and reels, oh my! Building your brand and selling on Instagram does not need to be a mystery! Pictures are worth a thousand words . . . and they sell! Join us for a workshop designed to help move followers from inspiration to making purchasing decisions instantaneously. This session will cover building your brand, creating buzz, Instagram influencers, hashtags, a business toolkit and the ins and outs for businesses. Bring your device for some hands-on activity!

START DATE	TIME	DAY(S)	COST	LOCATION
2/9/22	12:00-1:30	W	FREE	ONLINE

## LEARN TO LOVE LINKEDIN

So much more than a job site! LinkedIn is famous for connecting professionals all over the world. Many people associate it with finding new positions and advancing one's career, but LinkedIn can also be a valuable space for expanding the network for many types of businesses. In this seminar, you will learn how to effectively use LinkedIn to market yourself and your business.

START DATE	TIME	DAY(S)	COST	LOCATION
2/16/22	12:00-1:30	W	FREE	ONLINE

## THE POWER OF PINTEREST

It's not just crafts and recipes! Pinterest is no longer just a crafts and recipes site. It's a visual search engine, and a powerful one at that. In this session, you'll learn best practices for optimizing your Pinterest profile, graphics creation, and how to drive website traffic and generate leads.

START DATE	TIME	DAY(S)	COST	LOCATION
2/23/22	12:00-1:30	W	FREE	ONLINE

## Video Marketing is The #1 Way to Promote Your Business Online

### PART #1: CREATE A YOU TUBE ACCOUNT FOR SMALL BUSINESS

This workshop is designed to give business owners an advantage over their competitors by learning how to set up a YouTube account, how to upload videos, and how to use YouTube to promote their company. Key points that will be covered will be account creation, choosing the right thumbnail, writing effective titles and descriptions, and how to utilize keywords and taglines to promote their videos. The workshop will consist of a step by step walkthrough of all the topics, written step by step instructions, and access to the workshop replay for 48 hours for registered participants.

START DATE	TIME	DAY(S)	COST	LOCATION
2/10/22	5-7	TH	FREE	ONLINE

### PART #2: HOW TO MARKET YOUR BUSINESS WITH YOUTUBE

This workshop focuses on learning how to create quality videos to promote your business. It will include tips and tricks for professional videos, and marketing techniques. Key points that will be covered include lighting, sound, and background design, how to write an effective script, do's and don'ts of Video Marketing, how to insert a call to action end screen notations and using captions. The workshop will consist of a step by step walkthrough of all the topics, written step by step instructions, and access to the workshop replay for 48 hours for registered participants.

START DATE	TIME	DAY(S)	COST	LOCATION
2/17/22	5-7	TH	FREE	ONLINE

## Small Business Boot Camp Series

### 1. LEGAL CONSIDERATIONS WHEN STARTING & RUNNING A SMALL BUSINESS

Are you starting a business or in business and find yourself asking the following questions:

- What's the difference in an employee vs. an independent contractor?
- What type of insurance do I need?
- Are there zoning, permits, license or certifications needed for my business?
- Do I need a bookkeeper vs an accountant and why?
- How to get an EIN, when the EIN is needed, do you need a tax ID number?

If you answered yes to any of these questions take advantage of this FREE two hour seminar to ask questions and learn from a local attorney.

START DATE	TIME	DAY(S)	COST	LOCATION
1/11/22	5-7	T	FREE	ONLINE

### 2. HOW TO START A BUSINESS

Thinking of starting a business? If so, you need to equip yourself with as much knowledge as possible. Starting a business can be a challenge but with the right guidance and knowing what resources are available, you will increase your chance of success.

START DATE	TIME	DAY(S)	COST	LOCATION
1/18/22	5-7	T	FREE	ONLINE

### 3. WRITING A BUSINESS PLAN THAT WORKS

Learn to recognize the various sections of a business plan and what makes them work. Sample business plans will be available to study and further understand what makes a good plan. Participants will have an opportunity to use several business plan evaluation tools.

START DATE	TIME	DAY(S)	COST	LOCATION
1/25/22	5-7	T	FREE	ONLINE

#### 4. IDENTIFYING YOUR TARGET MARKET

Not everyone is your potential customer or client. In this session, we discuss how to identify your target market (aka Avatar) and how to create messages that they connect with and how to reach them where they are.

START DATE	TIME	DAY(S)	COST	LOCATION
2/1/22	5-6:30	T	FREE	ONLINE

#### 5. BASICS OF BOOKKEEPING USING EXCEL

You need bookkeeping for your business; however, you're not ready for a monthly subscription. If you answered yes, then this webinar is for you! In this Basic Bookkeeping, using Excel attendees will learn to use Excel to create worksheets, workbooks and Profit and Loss Statement for their basic business bookkeeping needs.

START DATE	TIME	DAY(S)	COST	LOCATION
2/8/22	5-6:30	T	FREE	ONLINE

#### 6. BUSINESS TAX ESSENTIALS

This seminar will cover the basic requirements to help NC businesses understand the laws and obligations necessary to be a tax compliant business. Participants will learn about filing and administrative requirements, the basics of NC sales & use tax law and the basics of NC withholding tax law in addition to receiving directions for completing sales tax and withholding returns and for filing and paying online.

START DATE	TIME	DAY(S)	COST	LOCATION
2/15/22	5-7	T	FREE	ONLINE

#### 7. NC LABOR LAW COMPLIANCE

Join us and the NC Department of Labor's Wage and Hour Bureau to learn about the following: Wage and hour terms, employment law, federal and state jurisdictions, the legal definition of hours worked, record keeping, legal forms, youth employment protections, exemptions, and promised wages.

START DATE	TIME	DAY(S)	COST	LOCATION
2/22/22	5-7	T	FREE	ONLINE

#### 8. WEBSITE AND POINT OF SALE SYSTEMS FOR YOUR BUSINESS

Your website is the one piece of the internet you actually own. There are multiple options for creating a website, from a single landing page to a multiple page site with customer access and shopping carts and more. How will you make online selling easy? In this session, learn from an expert about websites and POS systems and determine what's best for your small business.

START DATE	TIME	DAY(S)	COST	LOCATION
3/1/22	5-6:30	T	FREE	ONLINE

#### BASICS INGREDIENTS FOR NONPROFIT SUCCESS (CONCEPTS, STRUCTURE & DOCUMENTATION)

This seminar will include nonprofit ideas, frameworks for organizational structure, revenue models, strategies for selecting employees and effective board members. In addition, this seminar will cover essential state and federal documentation. You don't want to miss this session!

START DATE	TIME	DAY(S)	COST	LOCATION
3/2/22	5-6:30	W	FREE	ONLINE

#### NUTS AND BOLTS OF GRANT WRITING

In this seminar we will focus on one of the most asked about topics in the nonprofit sector, "grant writing": Where do we find grants for my organization? What are the elements of a grant proposal? What are the keys to writing a successful grant? Why should we spend our time when other nonprofits are also writing grants? These are just a few of the questions you will learn how to address in this session.

START DATE	TIME	DAY(S)	COST	LOCATION
3/9/22	5-6:30	W	FREE	ONLINE

#### GRANT SEEKING TO GRANT WRITING

Participants will learn grant writing skills, how to avoid common pitfalls and develop an understanding of what grants are. Learn how to build relationships with funders, collaborate with other agencies and explore the different type of grants. We will discuss the importance of data to support your grant application, walk through the components of a grant application as well as how to find matching funds to support your grant application. Attendees will leave the session ready to get started to submit a grant proposal.

START DATE	TIME	DAY(S)	COST	LOCATION
3/16/22	5:30-7:30	W	FREE	ONLINE

#### DEFINING POINT: UNDERSTANDING BALANCE CHECK

Have you planned for the future of your business? The webinar will explain balance checks within your business. Presentation is a self-assessment tool that will get both business owners and their advisors to move toward taking the necessary steps to insure the future success of the business.

START DATE	TIME	DAY(S)	COST	LOCATION
3/17/22	12-1:30	TH	FREE	ONLINE



## 30 NONPROFIT FUNDRAISING TIPS & STRATEGIES FROM AN EVENT PLANNING PRO!

The success of a Nonprofit Organization may depend on its ability to be innovative and creative in its fundraising efforts. In this fun and informative Webinar, we will cover 30 tips and strategies that can be utilized to raise funds for your nonprofit. Participants will also be provided a handout with strategies.

START DATE	TIME	DAY(S)	COST	LOCATION
3/30/22	5-7	W	FREE	ONLINE

## NONPROFIT SALES & USE TAX ENTITIES WEBINAR

This webinar will help nonprofit entities better understand their sales and use tax implications with NCDOR. The webinar will cover purchases and sales in general by nonprofits, how to apply for a sales and use tax account ID, if necessary, as well as how to apply for a sales and use tax refund account ID if you are a qualifying nonprofit.

START DATE	TIME	DAY(S)	COST	LOCATION
4/6/22	5-7	W	FREE	ONLINE

## HOW TO COMPLETE FORM E-585 WEBINAR

This webinar will help qualifying nonprofits better understand the proper procedure for requesting a sales and use tax refund. Participants will focus on the process for completing the Nonprofit and Governmental Entity Claim for Refund of State and County Sales and Use Taxes.

START DATE	TIME	DAY(S)	COST	LOCATION
4/13/22	5-6:30	W	FREE	ONLINE

## CONCEPTOS BÁSICOS SOBRE IMPUESTOS COMERCIALES

Este seminario cubrirá los requisitos básicos para ayudar a las empresas de Carolina del Norte a comprender las leyes y obligaciones necesarias para ser una empresa que cumpla con los impuestos. Los participantes aprenderán sobre los requisitos administrativos y de presentación, los conceptos básicos de la ley de impuestos sobre las ventas y el uso de Carolina del Norte y los conceptos básicos de la ley de impuestos de retención de Carolina del Norte, además de recibir instrucciones para completar las declaraciones de impuestos sobre las ventas y retenciones y para presentar y pagar en línea.

START DATE	TIME	DAY(S)	COST	LOCATION
4/14/22	5-7	TH	FREE	ONLINE

## PROTECTING THE FUTURE OF SMALL BUSINESSES

This seminar will give business owners an overview of how to serve business owner clients and help them meet their goals.

START DATE	TIME	DAY(S)	COST	LOCATION
4/19/22	12-1:30	T	FREE	LELAND

## ESTATE PLANNING STRATEGIES FOR SMALL BUSINESSES

Before designing an estate planning strategy, you should consider the following questions: Will your estate be subject to estate taxes? Do you have an accurate will? Do you want your business to continue after you are gone? Do you want your family to have an active role in the business? Determining the answers to these questions will help identify the direction of your estate planning strategy.

START DATE	TIME	DAY(S)	COST	LOCATION
4/21/22	12-1:30	TH	FREE	ONLINE

## KEEPING SCORE: UNDERSTANDING AND IMPROVING YOUR CREDIT

Starting a business often forces you to pay attention to your credit score; do you understand your credit report? By attending this webinar, small business owners will gain a better understanding of the basics of credit scores, how to access and understand a credit score report, and common misconceptions about scores.

START DATE	TIME	DAY(S)	COST	LOCATION
4/27/22	12-1:30	W	FREE	LELAND

## BUSINESS TAX ESSENTIALS

This seminar will cover the basic requirements to help NC businesses understand the laws and obligations necessary to be a tax compliant business. Participants will learn about filing and administrative requirements, the basics of NC sales & use tax law, and the basics of NC withholding tax law in addition to receiving directions for completing sales tax and withholding returns and for filing and paying online. Agencies such as the Secretary of State, Industrial Commission, Employment Security or Business Link NC may be present at dates noted below to deliver additional information.

START DATE	TIME	DAY(S)	COST	LOCATION
5/3/22	5-7	T	FREE	ONLINE

## BASICS OF BOOKKEEPING

Gain a workable knowledge of how to properly record financial transactions for your business. Discover the three most important financial reports and how to use them to make the best-informed business decisions. If you're a new business owner or need a refresher on the basics of accounting, this seminar is designed for you.

START DATE	TIME	DAY(S)	COST	LOCATION
5/4/22	5-7	W	FREE	ONLINE

**SALES AND USE TAX**

This webinar will help participants better understand their sales and use tax obligations with NCDOR. Participants will receive instructions on how to prepare a sales and use tax return in addition to learning about sales and use tax basics, the most common types of sales and use taxes collected, and how to register for an account in order to remit sales and use tax. Sales and use tax law changes regarding capital improvements and repair, maintenance, and installation services will not be addressed in any depth during this webinar.

START DATE	TIME	DAY(S)	COST	LOCATION
5/10/22	5-7	T	FREE	ONLINE

**PROTECTING AGAINST THE LOSS OF KEY EMPLOYEE'S**

Do you employ at least one individual who is essential to your company's success? In addition to you, chances are a partner or someone with unique expertise is crucial to your company's success. If yes, do you have a plan in place to ensure your business can continue if a key person was to leave?

START DATE	TIME	DAY(S)	COST	LOCATION
5/12/22	12-1:30	TH	FREE	ONLINE

**PROTECTING THE FUTURE OF SMALL BUSINESSES**

This seminar will give business owners an overview of how to serve business owner clients and help them meet their goals.

START DATE	TIME	DAY(S)	COST	LOCATION
5/18/22	12-1:30	W	FREE	ONLINE

**Retirement and Financial Planning****FINANCIAL WISDOM FOR TODAY**

Are you ready to plan for your financial future? Would you like to avoid high pressure investment counselors? Register for this short-term course and get the information that you need from a seasoned professional. This course will be low pressure, reasonably paced, and enjoyable. Our instructor will cover a variety of investment options, their characteristics, and how they impact individuals and families. In addition, the course will address capital markets, annuities, the Federal Reserve's role in our economy, stocks, bonds, and public trading strategies for the beginner.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
42114	1/12/22	2/10/22	10-12	W,TH	\$85	TBA
42113	1/2/22	2/10/22	7-9	W,TH	\$85	TBA
42115	3/2/22	3/31/22	10-12	W,TH	\$85	TBA
42118	3/2/22	3/31/22	7-9	W,TH	\$85	TBA
42119	4/6/22	5/5/22	10-12	W,TH	\$85	TBA
42120	4/6/22	5/5/22	7-9	W,TH	\$85	TBA

**Basic Rider Course<sup>SM</sup> (BRC)****BRC MOTORCYCLE COURSE**

The Basic Rider Course<sup>SM</sup> is a 22-hour course and is aimed at beginning riders of all ages. It is also a great course to reintroduce yourself to riding if you are re-entering motorcycling after not riding for a few years. The course consists of classroom and range/riding time. Practical riding skills are developed in a controlled, off-street environment. The course is mandatory for motorcyclists under the age of 18 in the state of NC. Also, participants under the age of 18 must have a release form from both their school and their parent/legal guardian in order to take this course. Participants must attend all sessions fully to get credit for the class. Graduates of the course will receive a waiver card for the NCDMV. This waiver card provides an NCDMV endorsement on your license without having to take the NCDMV riding test. You will still have to pass the NCDMV written exam and vision exam in order to get your full endorsement. Graduates will also receive a completion card. This card could potentially qualify you for discounts on your insurance.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41529	1/7/22	1/9/22	ONLINE	F, S,SU	\$157	MAIN
41530	1/21/22	1/23/22	ONLINE	F,S,SU	\$157	MAIN
41531	2/11/22	2/13/22	ONLINE	F,S,SU	\$157	MAIN
41532	2/25/22	2/27/22	ONLINE	F,S,SU	\$157	MAIN
41533	3/11/22	3/13/22	ONLINE	F,S,SU	\$157	MAIN
41535	3/18/22	3/20/22	ONLINE	F,S,SU	\$157	MAIN
41538	4/8/22	4/10/22	ONLINE	F,S,SU	\$157	MAIN
41542	4/22/22	4/24/22	ONLINE	F,S,SU	\$157	MAIN
41543	5/13/22	5/15/22	ONLINE	F,S,SU	\$157	MAIN

## Defensive Driving

The Defensive Driving program is made available through BCC and the National Safety and Health Council to train motorists in the principles of defensive driving. Brunswick Community College offers programs [4-Hour Defensive Driving (Green School), 8-Hour Attitudinal Dynamics of Driving (Red School)] that may minimize or prevent points on your driver's license and insurance.

### DEFENSIVE DRIVING

Brunswick Community College is currently offering 4 Hour & 8 Hour Defensive Driving Online. Please contact Continuing Education and Work force Development at 910.755.7378 for more information. You will have up to 14 days to complete your training after entering into the online class for the first time. You may leave and return to the program as often as you like but access will expire after 14 days, whether completed or not. If not complete from one month of registering with Brunswick Community College you will be required to register and make an additional payment. You must complete the entire course to earn your Certificate of Completion. The Safety and Health Council of North Carolina will e-mail you electronic notification of course completion within three business days. The Safety and Health Council of North Carolina will also provide an original, security controlled National Safety Council Defensive Driving Course Certificate of Completion. This Certificate will be mailed directly to you, by US Postal Service, at the address provided when you registered.

#### 4-HOUR DEFENSIVE DRIVING

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41470	1/4/22	1/4/22	6-10	T	\$60	MAIN
41471	1/29/22	1/29/22	8-12	S	\$60	MAIN
41472	2/8/22	2/8/22	6-10	T	\$60	MAIN
41473	2/26/22	2/26/22	8-12	S	\$60	MAIN
41474	3/8/22	3/8/22	6-10	T	\$60	MAIN
41475	3/26/22	3/26/22	8-12	S	\$60	MAIN
41476	4/5/22	4/5/22	6-10	T	\$60	MAIN
41477	4/23/22	4/23/22	8-12	S	\$60	MAIN
41478	5/10/22	5/10/22	6-10	T	\$60	MAIN

#### 8-HOUR DEFENSIVE DRIVING

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
41479	1/22/22	1/22/22	7:45-5	S	\$110	MAIN
41480	2/19/22	2/19/22	7:45-5	S	\$110	MAIN
41481	3/19/22	3/19/22	7:45-5	S	\$110	MAIN
41482	4/16/22	5/16/22	7:45-5	S	\$110	MAIN



- Medication Aide
- Nurse Aide
- Patient Care Tech
- Pharmacy Tech
- Phlebotomy

# SCHOLARSHIPS AVAILABLE



**BRUNSWICK**  
COMMUNITY COLLEGE

**CALL 910-755-7378 FOR DETAILS**

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