

September -
December
2018

L₂LEARN
learn to earn
JOB TRAINING COURSES



Gain the knowledge and skills to succeed in today's workplace!



750 Chase Parkway • Waterbury, CT 06708
190 Main Street • Danbury, CT 06810

FREE INFORMATION SESSIONS!

Find the career that's right for you.

See inside for details.

nv.edu/nc
Non-credit Lifelong Learning
203-575-8029

NVCC Learn to Earn courses starting September-December

CRN Class Title Days Dates Time Room Campus Cost

AGRICULTURE • nv.edu/agriculture

3731	Plant Physiology & Prop.	W	8/29-9/12	9:30a-3:15p	E320	W	\$129
3732	Greenhouse Struct/Op Equip	W	9/19-10/3	9:30a-3:15p	E320	W	\$129
3976	Enviro Influences on Plant Grow	W	10/10-10/24	9:30a-3:15p	E320	W	\$129
3733	Integ Pest Mgmt Greenhouses	W	10/31-11/14	9:30a-3:15p	E320	W	\$129
3734	Business Planning (Agriculture)	W	11/28-12/12	9:30a-3:15p	E320	W	\$129

BARTENDING • nv.edu/bartending

3921	Bartending SMART Cert.	S	10/20-10/27	9a-5p	E632	W	\$310
3922	Bartending SMART Cert.	S	12/1-12/8	9a-5p	E632	W	\$310

BLS - BASIC LIFE SUPPORT (CPR) • nv.edu/nc

3924	Basic Life Support	S	10/20	8a-12:30p	F352	W	\$99
3926	Basic Life Support	W	11/14	8a-12:30p	F352	W	\$99
3972	Basic Life Support	W	11/28	8a-12:30p	F352	W	\$99
4169	Basic Life Support	S	12/15	8a-12:30p	D305	D	\$99

BOATING SAFETY • nv.edu/boating

3911	Basic Boat/Personal Watercraft	M/W	9/17-9/26	6:30p-9p	E620	W	\$25
4139	Basic Boat/Personal Watercraft	S	9/29	8:30a-4:30p	E620	W	\$89

BOOKKEEPER • nv.edu/bookkeeper

3901	Bookkeeper Pkg Deal	MW	9/19-1/23	6p-9p	T515	W	\$2,390
4000	Bookkeeper Pkg Deal	TR	11/1-2/28	6p-9p	D304	D	\$2,390
3902	Bookkeeping Practices	MW	9/19-10/22	6p-9p	T515	W	\$800
4122	Bookkeeping Practices	TR	11/1-12/6	6p-9p	D304	D	\$800
3903	Master/Adjust Entries	MW	10/24-11/19	6p-9p	T515	W	\$550
4124	Master/Adjust Entries	TR	12/11-1/10	6p-9p	D305	D	\$550
3904	Depreciation/Payroll	MW	11/26-12/19	6p-9p	T515	W	\$650
1676	Depreciation/Payroll	TR	1/15-2/7	6p-9p	D304	D	\$650
1948	Inventory/Internal Ctrl	MW	1/2-1/23	6p-9p	T650	W	\$475
1949	Inventory/Internal Ctrl	TR	2/12-2/28	6p-9p	D304	D	\$475

BUSINESS • OFFICE PROFESSIONAL • nv.edu/nc

4190	Art of Positive Assertiveness	F	9/28	9a-4p	E529	W	\$199
4195	Mgt Multi-Gen Workforce	F	10/12	9a-4p	E529	W	\$199
4196	Budget Basics	F	10/19	9a-4p	E529	W	\$199
4203	Sexual Harassment in Work	F	10/26	8a-10a	E529	W	\$49
3951	Project Mgmt & MS Project	F	11/2-11/16	9a-4p	T655	W	\$300
4208	Effective Perform Appraisals	F	11/9	9a-4p	E529	W	\$199
4193	Front Line Supervising	F	12/7	9a-4p	E529	W	\$199

CENTRAL STERILE PROCESSING TECHNICIAN

nv.edu/cspt

Please visit nv.edu/cspt for full course calendars, forms, and payment plans.

3913	Central Sterile Process Tech	Varies	10/3-1/9	5p-8:15p	F121	W	\$1,100
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CNA - CERTIFIED NURSE AIDE • nv.edu/cna

Please visit nv.edu/cna for full course calendars, forms, and payment plans.

3966	CNA Section 1	Varies	9/25-12/4	Days	F352	W	\$1,500
4221	CNA Section 2	Varies	9/25-12/4	Days	F352	W	\$1,500
3941	CNA Section 1	Varies	10/29-2/8	Eve/Sat	D305	D	\$1,500
4222	CNA Section 2	Varies	10/29-2/8	Eve/Sat	D305	D	\$1,500

COMPUTERS • nv.edu/nc

3961	MS Office Essentials 2016	MR	10/8-11/15	6p-9p	T651	W	\$1,000
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CRN Class Title Days Dates Time Room Campus Cost

3962	MS Office Essentials 2016	MW	11/7-12/19	6p-9p	D304	D	\$1,000
3957	MS Office & Outlook Intro 2016	M	10/8	6p-9:30p	T651	W	\$99
3960	MS Office & Outlook Intro 2016	W	11/7	6p-9:30p	D304	D	\$99
3953	MS Word 2016 - Intro	MR	10/11-10/15	6p-9p	T651	W	\$198
3958	MS Word 2016 - Intro	MW	11/12-11/14	6p-9p	D304	D	\$198
3954	MS Excel 2016 - Intro	MR	10/18-10/25	6p-9p	T651	W	\$297
3959	MS Excel 2016 - Intro	MW	11/19-11/28	6p-9p	D304	D	\$297
3955	MS PowerPoint 2016 - Intro	MR	10/29 & 11/1	6p-9p	T651	W	\$198
4176	MS PowerPoint 2016 - Intro	MW	12/3 & 12/5	6p-9p	D304	D	\$198
4175	MS Access 2016	MR	11/5-11/12	6p-9p	T651	W	\$297
4177	MS Access 2016	MW	12/10-12/17	6p-9p	D304	D	\$297
3956	MS Integration Tasks 2016	R	11/15	6p-9p	T651	W	\$99
4178	MS Office Integr Tasks 2016	W	12/19	6p-9p	D304	W	\$99
4174	QuickBooks Pro Intro	W	10/10-11/14	6p-9p	T641	W	\$450

CULTURAL ENHANCEMENT • nv.edu/nc

3771	Concert Band	T	8/28-12/16	7:05p-9:05p	MSTAG	W	\$45
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EVENT MANAGEMENT • nv.edu/ed2go

Ongoing	Wedding Planner	Open Registration	Online	0			\$1595
Ongoing	Event Management & Design	Open Registration	Online	0			\$1995
Ongoing	Preston Bailey's Floral Design	Open Registration	Online	0			\$1695

FITNESS AND WELLBEING • nv.edu/fitness

3910	Personal Training Cert.	S	10/6-12/15	9a-2p	T509	W	\$800
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HEALTH CARE ESSENTIALS • nv.edu/nc

3927	Communication in Healthcare	W	9/26	9a-12p	F122	W	\$40
3979	Communication in Healthcare	T	11/6	6p-9p	D305	D	\$40
3970	Communication in Healthcare	R	11/15	9a-12p	F122	W	\$40
3928	Computers in Health w/EMR	W	10/24-11/7	9a-12p	F125	W	\$199
3973	Computers in Health w/EMR	T	12/4-12/18	6p-9p	D304	D	\$199
3930	Medical Terminology	M	10/1-11/19	9a-12p	F352	W	\$340
3974	Medical Terminology	T	10/30-12/18	6p-9p	F121	W	\$340
3981	Medical Terminology	R	11/8-1/10	6p-9p	D305	D	\$340
3932	Patient Confidentiality	W	10/3	9a-12p	F352	W	\$40
3980	Patient Confidentiality	T	11/13	6p-9p	D305	D	\$40
3971	Patient Confidentiality	R	11/29	9a-12p	F122	W	\$40

HOSPITALITY • nv.edu/nc

3729	Food Safety Certification	R	8/30-10/25	5:30p-6:50p	T531	W	\$129
4172	ServSafe Manager Cert.	S	9/22	8a-5p	T651	W	\$125
4173	ServSafe Manager Cert.	S	10/27	8a-5p	T651	W	\$125
3730	ServSafe Alcohol	R	11/1-11/15	5:30p-6:50p	T531	W	\$49

INFORMATION SESSIONS • FREE!

4214	Program Info Session	W	9/5	1p	F121	W	FREE
4215	Program Info Session	R	11/8	12p	F121	W	FREE
4216	Program Info Session	T	12/18	12p	F121	W	FREE
3982	SNAP Program Info Session	W	9/12	11p	F125	W	FREE
3983	SNAP Program Info Session	W	10/24	6p	F122	W	FREE
3984	SNAP Program Info Session	T	11/13	1p	F121	W	FREE
3985	SNAP Program Info Session	W	9/25	11a	D302	D	FREE
4212	SNAP Program Info Session	W	10/17	6p	D302	D	FREE
3912	Welding Info Session	W	12/12	6:30p	E529	W	FREE

WIOA, SNAP, VA, HPOG funding available for many programs. Call for details!

Days: M = Monday, T = Tuesday, W = Wednesday, R = Thursday, F = Friday, S = Saturday, U = Sunday
 Campus: W = Waterbury, D = Danbury, OC = Off campus, 0 = Online

in Danbury and Waterbury.

Textbooks are included in the cost of most courses.

CRN	Class Title	Days	Dates	Time	Room	Campus	Cost
LANGUAGES • nv.edu/nc							
4182	American Sign Language I..	T	8/28-12/16	5:30p-8:25p	K716	W	\$477
3977	American Sign Language I..	T	8/28-12/4	5:30p-8:25p	D203	D	\$477
4183	American Sign Language II.	R	8/28-12/6	5:30p-8:25p	K716	W	\$477
4185	Italian I	MW	8/28-12/16	11:10a-12:30p	E527	W	\$477
4186	Italian I	TR	8/28-12/16	9:35a-10:55a	K713	W	\$477
4184	Elementary Spanish I	TR	8/28-12/16	9:35a-10:55a	T645	W	\$477
3735	Elementary Spanish I	MW	8/28-12/16	9:35a-10:55a	D205	D	\$477
4180	Spanish II.	TR	8/28-12/6	11:10a-12:30p	T509	W	\$477

MANUFACTURING • nv.edu/manufacturing							
3633	Blueprint Reading I	MW	9/10-10/3	5:30p-8:30p	Kaynor	OC	\$477
4181	Blueprint Reading II	MW	10/10-11/5	5:30p-8:30p	Kaynor	OC	\$477
3754	CAD 2D	TR	8/28-12/6	9:35a-12p	T504	W	\$477
3750	CAD 2D	MW	8/29-12/5	5:30p-7:55p	T503	W	\$477
4202	CNC Basics	TR	10/9-11/1	5:30p-8:30p	Kaynor	OC	\$550
4201	CNC Intermediate	TR	11/13-12/11	5:30p-8:30p	Kaynor	OC	\$550
3751	Metal Forming Design Intro	T	9/11-11/13	5:30p-8:30p	Kaynor	OC	\$499
4118	Metrology	TR	11/7-12/17	5:30p-8:30p	Kaynor	OC	\$350
4144	OSHA 10 MFT	S	12/8-12/15	9a-4p	E529	W	\$355
4116	Quality Control Inspection	T	10/2-11/20	5:30p-8:30p	Kaynor	OC	\$400

MEDICAL ADMINISTRATIVE • nv.edu/maa							
Please visit nv.edu/maa for full course calendars, forms, and payment plans.							
3905	Medical Admin Asst Pkg	Varies	10/4-2/4	6p-9p	E531	W	\$2,475
4205	Medical Admin Asst Pkg	Varies	11/5-3/20	6p-9p	D304	D	\$2,475
3997	Medical Admin Asst No Comp	Varies	10/4-2/4	6p-9p	T651	W	\$1,515
3906	Medical Admin Asst No Comp	Varies	11/5-3/20	6p-9p	D304	D	\$1,515
3919	Medical Admin Asst Course	MR	11/26-2/4	6p-9p	F125	W	\$1,100
1874	Medical Admin Asst Course	MW	1/16-3/20	6p-9p	D304	D	\$1,100

MEDICAL CODING AND BILLING							
nv.edu/medicalcoding							
Please visit nv.edu/medicalcoding for program information.							
3978	Med Coding & Bill Specialist	MTR	9/17/18-10/21/19	6p-9p	E529	W	\$6,650

MOTORCYCLE RIDER SAFETY TRAINING							
nv.edu/motorcycle							
Basic, intermediate, and experienced courses offered April through November. Schedule and registration forms available at nv.edu/motorcycle .							

ONLINE LEARNING - ed2go • nv.edu/ed2go							
More than 300 online courses available in Business, College Readiness, Personal Development, Teaching/Education, Technology/Computers, Writing/Publishing and so much more!							
Most priced at just \$125.							

PCT - PATIENT CARE TECHNICIAN • nv.edu/pct							
Visit nv.edu/pct for full course calendars, forms, and payment plans.							
3899	PCT Package Deal	Varies	9/24-2/23	Days	F125	W	\$3,975
3963	PCT Package Deal	Varies	11/1-6/25	Eve/Sat	D304	D	\$3,975
3940	PCT Cert Package for CNA	Varies	9/24-2/23	Days	F125	W	\$2,475
3967	PCT Cert Package for CNA	Varies	11/1-6/25	Eve/Sat	D304	D	\$2,475
4164	EKG - Pulse Oximetry Skills	WF	12/11-12/18	9a-1p	F352	W	\$250
3929	Hospital Clinical	R	10/4	4p-10p	OC	W	\$500
	Hospital Clinical, Continued	S	10/13-10/27	6:30a-2:30p	OC	W	

CRN	Class Title	Days	Dates	Time	Room	Campus	Cost
3931	PCT Orientation	M	9/24	9a-12:30p	F125	W	\$20
3969	PCT Orientation	R	11/1	6p-9p	D304	D	\$20
3939	Phlebotomy for the PCT	MW	12/3-1/14	9a-12p	F352	W	\$430
3933	Rehabilitation Skills	S	9/8-9/29	8a-2a	F354	W	\$340
4165	Rehabilitation Skills	TF	12/21 - 1/18	9a-1p	F352	W	\$340

PHARMACY TECHNICIAN • nv.edu/pharmacy							
Visit nv.edu/pharmacy for full course calendar and payment plan information.							
3916	Pharmacy Technician	TR	9/25-12/13	6p-9p	D302	D	\$1,095
4006	Pharmacy Technician	TR	11/6-2/5	9a-12p	F122	W	\$1,095
Clinical site to be scheduled after successful completion of orientation and paperwork. Contact 203-596-8711 for more information. Registration deadline for PHT Clinical CRN #3916 is 12/14/18.							

PHLEBOTOMY TECHNICIAN • nv.edu/phleb							
Please visit nv.edu/phleb for full course calendar, payment plan, and forms.							
3900	Phleb Tech - classroom/lab	MW	9/24-1/30	9a-12p	F125	W	\$3,150
3968	Phleb Tech - classroom/lab	Varies	11/1-3/5	6p-9p	D304	D	\$3,150
Clinicals scheduled daytime hours, M-F after successful completion of the classroom.							

REAL ESTATE • nv.edu/realestate							
3914	Principles & Practices	W	9/19-2/6	5:30p-9:30p	E632	W	\$650
3915	Principles & Practices	W	11/7-3/20	5:30p-9:30p	D302	D	\$650

SECURITY OFFICER • nv.edu/security							
3907	Security Officer	S	9/22	8a-4p	E620	W	\$185
3908	Security Officer	S	10/20	8a-4p	D302	D	\$185
3909	Security Officer	S	11/17	8a-4p	E620	W	\$185

WELDING • nv.edu/welding							
3912	Welding Info Session	W	12/12	6:30p	E529	W	Free
3935	GMAW/MIG Basic	MW	10/1-11/19	6p-9p	T403	W	\$2,100
3936	GTAW/TIG Basic	TR	9/25-11/13	6p-9p	T403	W	\$2,100
3937	GMAW/MIG Adv w/Cert	MW	11/26-1/28	6p-9p	T403	W	\$2,500
	OSHA 10 inc w/ 3937	S	12/8-12/15	9a-4p	E529	W	Included
3938	GTAW/TIG Adv w/Cert	TR	11/27-1/22	6p-9p	T403	W	\$2,500
	OSHA 10 inc w/ 3938	S	12/8-12/15	9a-4p	E529	W	Included
4217	SMAW-Basic	S	11/3-1/19	9a-3:30p	T403	W	\$2,800
4226	Welding Processes	S	9/29-10/13	9a-3:30p	T403	W	\$850

4 Ways to Register:

Walk In: Waterbury, 750 Chase Parkway, Room F323

Monday - Friday, 8:00 am - 5:00 pm

Danbury, 190 Main Street, Administrative Office

Monday - Friday, 8:00 am - 5:00 pm

Mail: Complete a registration form located at nv.edu/NonCreditForm and mail with payment to:
NVCC, Room F323, 750 Chase Parkway
Waterbury, CT 06708

Fax: Fax registration form with credit card information
 203-575-8277 • MC/Visa/Discover/AMEX

Phone: 203-575-8029 • MC/Visa/Discover/AMEX

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*Jennifer Lee
Student, Microsoft® Essentials*

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