CAMDEN COUNTY COLLEGE

WORKFORCE TRAINING & CONTINUING EDUCATION

FALL 2022

BLACKWOOD | CAMDEN | CHERRY HILL

CAMDEN COUNTY TECHNICAL SCHOOLS, SICKLERVILLE & PENNSAUKEN

856-374-4955

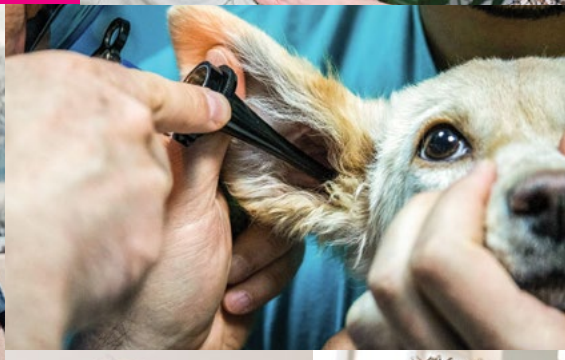
www.camdencc.edu/ce

CAREER & TECHNICAL EDUCATION

PERSONAL ENRICHMENT CLASSES

CORPORATE TRAINING

ONLINE CLASSES



camden county

Making It Better, Together.

IN-DEMAND TRADE CAREERS OPEN HOUSE

Learn about available classes covering a wide scope of careers.

Automotive Technology, Carpentry, Chemical Dependency Associate, Cosmetology, Culinary Arts/Baking & Pastry, Electrical Residential, HVAC, Hydro Technology (plumbing), Veterinary Exam Room Assistant, Welding, USDOL Registered Apprenticeships in Electrical, HVAC and Plumbing, Certified/Registered Medical Assistant, Dialysis Technician, Patient Care Technician, Computer Technician Support Specialist, Pharmacy Technician, Security Officer Certification Program and more.

SAVE THE DATE

➡ Meet the instructors and staff

➡ Tour the classrooms and labs

DISCLAIMER: Event details are subject to change.

THURSDAY, MARCH 23, 2023

5:30 – 7:30 p.m.
Camden County Technical Schools
Cafetorium, Building 4
343 Berlin Cross Keys Road
Sicklerville, NJ 08081

For more information:
call 856-374-4955 or
e-mail tradetraining@camdencc.edu

DIVISION OF WORKFORCE TRAINING & CONTINUING EDUCATION

CAMDEN COUNTY COLLEGE provides members of the community an opportunity to complete workforce and occupational training, earn career and technical education credentials and certifications or enroll in personal enrichment courses through its many workforce training and continuing education offerings.

Camden County College offers short-term career, technical and workforce training programs that can be **completed in 10 months or less** and are designed to prepare students to enter in-demand occupations. As an additional benefit, students who successfully complete many of these programs have the opportunity to earn college credits which can be applied toward a Camden County College Associates and/or Academic Certificate creating a seamless career pathway towards earning a degree at Camden County College. Visit **camdencc.edu/priorlearning** for more information and a full list of programs eligible for credit for prior learning.

Personal enrichment courses are dedicated to fulfilling a part of the College's mission by offering courses and programs which will provide cultural, social and recreational activities to the community.

REGISTRATION

HOW TO REGISTER

ONLINE

www.camdencc.edu/ce

WALK-IN

Blackwood Campus, Community Center, Room 101.B
Monday through Friday 8:30 a.m. – 4:30 p.m.

Blackwood Campus, Taft Hall
Monday through Friday 4:30 – 6:30 p.m.
College Drive, Blackwood, NJ 08012

Camden Campus, 2nd Floor Technology Center
Monday through Thursday 8:30 a.m. – 6:30 p.m.
Friday 8:30 a.m. – 4:30 p.m.
200 N. Broadway, Camden, NJ 08102

Cherry Hill, William G. Rohrer Center
Monday through Friday 8:30 a.m. – 4:30 p.m.
1889 Rt. 70 East, Cherry Hill, NJ 08003

SUMMER HOURS
Monday through Thursday 8 a.m. – 5 p.m.
(extended hours in Blackwood until 6:30 p.m.)
Friday 8:30 a.m. – 3 p.m. in Blackwood & Camden

MAIL-IN

Use the registration form on page 5. Payment for mail registration may be in the form of check, Visa, Discover, MasterCard or American Express. Mail completed form and payment to:

Camden County College
Workforce Training & Continuing Education
PO Box 200, College Drive
Blackwood, NJ 08012

FAX-IN

(FOR CREDIT CARD PAYMENT ONLY)
Complete the registration form on page 5 and fax to us with your credit card information: 856-374-4866.

MYCCC STUDENT PORTAL

All students receive a CCC email account and student portal which we recommend setting up and utilizing, primarily for career training programs and programs utilizing the online platform. Instructions regarding the creation of your email account can be found at: https://www.camdencc.edu/email

Information regarding access to your student portal can be found at: https://www.camdencc.edu/student-login/

Should you have any questions or concerns regarding these accounts, please contact OIT at helpdesk@camdencc.edu or 856-374-4900.

GENERAL INFORMATION

CLASS CONFIRMATION

A confirmation letter will not be sent upon receipt of your registration. If you prefer you may call us at 856-374-4955 to confirm that your registration has been received. It is recommended to continually check the website for class updates.

TUITION AND FEES

Tuition and fees for Continuing Education courses are listed with the course descriptions. Tuition is the same for In-County and Out-of-County residents. Pricing Disclaimer: Please note that program prices stated herein are subject to change without prior notice. Please see payment options.

REFUND/CANCELLATION POLICY

You will receive a 100% refund if you withdraw five or more days before the first class starts. You will receive a 50% refund if you withdraw four days or less before the class starts. The 50% refund will be issued through the first day of class. After the first day of class, there is no refund. To obtain a refund, please call our office at 856-374-4955 to receive a "Request for Refund" form. Specialized refund policies may apply to courses. The college reserves the right to cancel a course when registrations are less than the minimum required. Tuition and fees are refunded in full if the course is cancelled by the college. The college also reserves the right to change the time, location, and/or instructor. If enrolled in a bundle, the start date for refund purposes is the first day of the first course.

SENIOR CITIZEN REGISTRATION

Senior Citizens 65 years of age or older may enroll in continuing education courses at a 50% discount on course

(continued on next page)

cost on a space available basis. You must register for classes the day before the course is scheduled to begin. Some courses and programs may not qualify for the discount; please ask upon registration for those eligible.

VETERAN/ACTIVE DUTY MILITARY DISCOUNT

Veteran, Active Duty Military and Military spouses and dependents may be eligible for this discount. Please visit camdencc.edu/ce for details regarding eligibility or call the Camden County College Veteran Services Center at 856-374-4960.

PARKING POLICY

No parking permit is necessary; however, you must park in white-lined, student spaces only.

ATTENDANCE POLICY

Specified Continuing Education courses require mandatory attendance. Students missing more than 5% of the total class hours or one full class session, whichever is greater, may not be issued a certificate of completion. CEU's on the certificates will indicate the number of hours a student was in attendance. If a student misses 5% or less, the full CEU's will be awarded.

CONTINUING EDUCATION UNITS (CEU)

The CEU recognizes persons continuing their education and keeping up to date in the latest technology in their fields. One CEU is awarded for every ten hours of instruction. CEU may be awarded for academic credit courses which meet the CEU criteria; however, individual participants will not receive both CEU and academic credit.

INCLEMENT WEATHER/ EMERGENCY CLOSING

When bad weather or an emergency necessitates cancelling classes, Camden County College will inform faculty, staff, and students of the closing through the College's website. Please note: programs scheduled at offsite locations may have additional or alternate closing instructions. If the weather gets progressively worse during the day, check again at midday and late afternoon for updates on closings.

LIFETIME LEARNING TAX CREDIT

As a Continuing Education student, you may be eligible for the lifetime learning tax credit. For additional information please consult your tax advisor or visit http://www.irs.gov/instructions/i8863/ch01.html.

CLASS LOCATIONS

Classes are held at the Blackwood Campus [BLK], William G. Rohrer Center [ROH] (1889 Rte. 70 East, Cherry Hill), Camden City Campus [CAM], Camden County Emergency Training Center [RETC] (420 N. Woodbury-Turnersville Rd., Blackwood) and Camden County Technical Schools [CCTS-GT] (343 Berlin Cross Keys Rd., Sicklerville) [CCTS-PENN] (6008 Browning Road, Pennsauken). Please consult the individual course description for the particular location.

DAY ABBREVIATIONS

M=Monday, T=Tuesday, W=Wednesday, R=Thursday, F=Friday, S=Saturday, U=Sunday

TIMING IS IMPORTANT – REGISTER EARLY!

Many courses fill quickly due to varying size limits. Also, courses will be cancelled if the enrollment is not sufficient. Your registration may be the one that makes the class run so please take advantage of early registration.

PAYMENT OF TUITION

Your registration is not complete until you have paid or made arrangements to pay your bill. Payment can be made using the options below. All payments must be made in full in accordance with the scheduled plan determined by CCC, at minimum 30 days prior to the class end date.

1. Self-Pay – Payment can be made with check, money order, Visa, MasterCard, Discover or American Express.
2. Payment Plan Option* – 50% due at the time of registration + $25 payment plan fee. Additional installment(s) due on fixed date(s) predetermined by CCC. *Only applies to eligible courses
3. Sallie Mae Loan – Please contact directly at 1-800-472-5543 https://opennet.salliemae.com School Code: 006865-98
4. Government Funding for Unemployed – Grants available through your local One Stop Career Center. For more information please call your local county one-stop career center. For contact information by county, visit https://careerconnections.nj.gov.
5. NJ Governor's Industry Vocations Scholarship (NJ-GIVS) for Women and Minorities – The award benefits women and minority students pursuing a certificate or degree program in a construction-related field. This Scholarship pays up to $2,000 per year or up to the cost of tuition, less any federal, State, or institutional aid in an eligible certificate or degree program at one of New Jersey's eligible institutions. For more information, call 856-374-4955.
6. Foundation For Trades Scholarship for students entering the construction trades (Carpentry, Electrical, HVAC, Plumbing, Welding). The award amount will vary depending on the need of the applicant and cost of the program but will traditionally range from $500 to $6,000. Applicants should apply directly with the organization at foundationfortrades.org.
7. Otto & Leah Mauke Workforce Training Scholarship Application - This scholarship awards up to $2,000 to a student registered in an eligible training program at the Career & Technical Institute of Camden County College. Please contact 856-374-4955 or tradetraining@camdencc.edu to request an application.

REGISTRATION FORM

STUDENT'S SOCIAL SECURITY NUMBER

☐☐☐ - ☐☐ - ☐☐☐☐

LEGAL NAME

❑ Mr. ❑ Ms. ❑ Mrs. ❑ Other: _____

*LAST

*FIRST MIDDLE

NAME USED IN PREVIOUS ATTENDANCE IF DIFFERENT FROM ABOVE.

HOME ADDRESS / PHONE / EMAIL

*STREET

*CITY *STATE *ZIP *COUNTY

HOME PHONE

*CELL PHONE

*EMAIL ADDRESS

WHAT IS YOUR INTENT IN ENROLLING

❑ To develop/enhance job skills
❑ Personal interest/enrichment
❑ Other_____

ETHNICITY / GENDER / DOB

❑ Asian American/Asian/Pacific Islander
❑ Black/African American/African
❑ Hispanic/Latino/Chicano/Spanish
❑ Native American/American Indian/Alaska Native
❑ White/Caucasian/European

Gender ❑ Male ❑ Female

Date of Birth* ____ / ____ / ____

IF STUDENT IS UNDER 18, PLEASE COMPLETE

PARENT/GUARDIAN NAME

PARENT/GUARDIAN SIGNATURE

STREET

CITY STATE ZIP COUNTY

SOCIAL SECURITY # ☐☐☐ - ☐☐ - ☐☐☐☐

HOME PHONE

CELL PHONE

EMAIL ADDRESS

* Provision of all requested information is required to meet federal and state reporting mandates, and for debt collection. The College will not disclose your personal information without your consent to anyone outside the institution except as required by law, and will make every effort to protect your privacy.

*COMPLETE CHART TO SELECT COURSES

Course No.	Course Title	Days (circle)	Start Time	End Time	Start Date	Cost#
CE.		M T W R F S U				
CE.		M T W R F S U				
CE.		M T W R F S U				
CE.		M T W R F S U				
CE.		M T W R F S U				
CE.		M T W R F S U				
#Withdrawal from program does not exempt you from the remaining balance.		**TOTAL DUE** (payment info below) ➡ (subject to refund/cancellation policy)				

*PAYMENT MUST BE MADE IN FULL TO COMPLETE REGISTRATION.

CHOOSE ONE

❑ Cash
❑ Check
❑ Payment Plan
❑ Third Party including scholarships and Purchase Orders *(documentation must be attached)*
❑ Visa®
❑ MasterCard®
❑ Discover®
❑ American Express®

MAIL FORM TO:
Camden County College
Continuing Education
PO Box 200, College Drive
Blackwood, NJ 08012

FAX FORM TO:
856-374-4866

CREDIT CARD INFORMATION *(All information below must be complete in order to process your credit card.)*

AMOUNT $

ENTER CREDIT CARD #

CARDHOLDER NAME

BILLING ADDRESS

EXPIRATION DATE ____ / ____ / ____ CVV2 CODE ☐☐☐☐

(3-digit number on the back of your credit card, next to the last four digits of your credit card number)

CARDHOLDER SIGNATURE

3rd Party Financing Available! Call 856-374-4955 for more information.

UNEMPLOYED?

Looking for a Job?

Get training NOW!

If you are an unemployed Camden County resident, received a lay-off notice or were terminated from your job, you may qualify for a job training grant at an eligible school of your choice.

The **Camden County One-Stop Career Center** receives funding to provide training grants to residents who lack current job demand skills.

To see if you qualify, visit the Camden County One-Stop Career Center at 101 Woodcrest Road, Suite 127, Cherry Hill, NJ, or call **856-549-0600**.

Visit our virtual training orientation at:

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CAMDEN COUNTY ONE-STOP CAREER CENTER
A proud partner of the AmericanJobCenter network

For more information about the One-Stop Career Center, visit:
CamdenCounty.com

The Camden County One-Stop Career Center is an equal opportunity employer/program and auxiliary aids and services are available upon request to individuals with disabilities.

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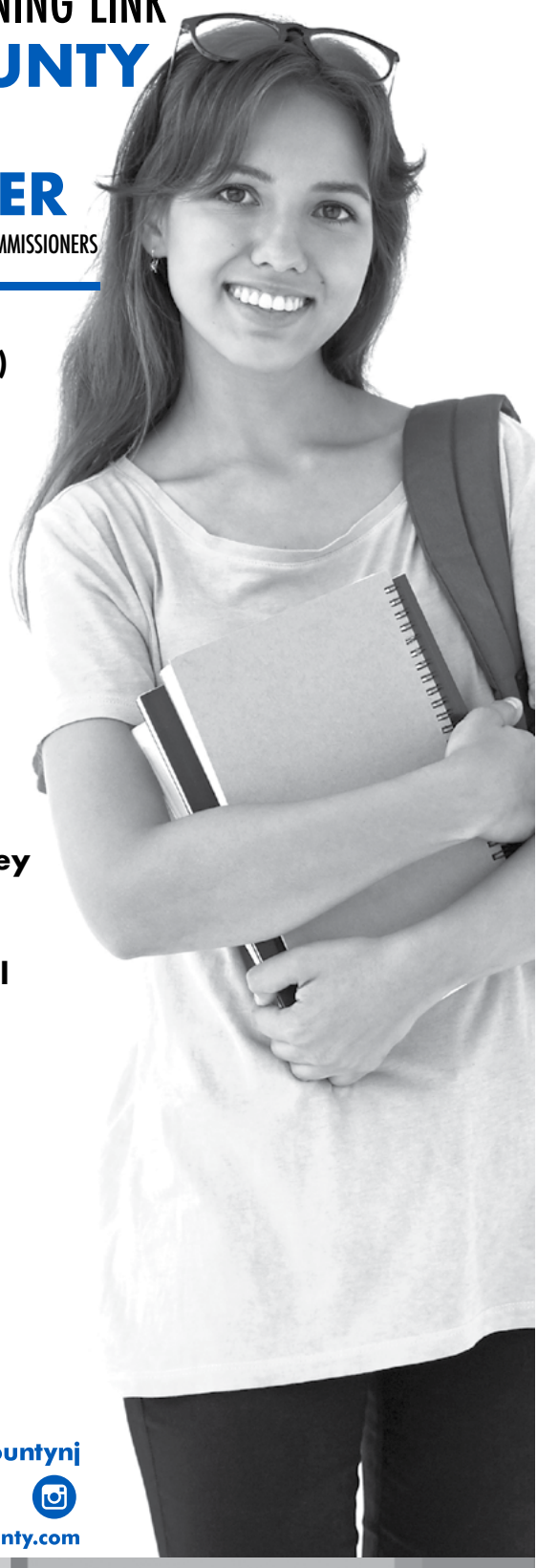
Making It Better, Together.

THE WORKFORCE LEARNING LINK

CAMDEN COUNTY ONE STOP CAREER CENTER

PRESENTED BY THE CAMDEN COUNTY BOARD OF COMMISSIONERS



- **Enhance your basic skills (including computer skills) in order to get or keep a job.**
- **Improve your level of employment.**
- **Enter an occupational training program.**
- **Get your High School Diploma!**
- **FREE to eligible New Jersey residents age 16 and up!**
- **For more information, call (856) 549-0600 or scan:**

CAMDEN COUNTY ONE-STOP CAREER CENTER

A proud partner of the AmericanJobCenter network

WORKFORCE LEARNING LINK

FOR **YOUR** NEWS & EVENTS
THE BOARD OF COMMISSIONERS

camdencountynj

CamdenCounty.com

NEW PROGRAM

Security Officer Registration Act Certification

The Security Officer Registration Act 24 hour certification program at Camden County College is more than just your average Security Officer Registration Act (SORA) certification training. This enhanced Security Officer Registration Act certification program includes certifications which will help to build your resume and experience in the Security field.

Program includes:

- Application for the SORA license and fingerprinting (Application completed thru NJSP www.njsp.org) (fingerprinting required thru NJSP authorized entity)
- Homeland Security/Counter Terrorism
- Communications/Emergency Response
- Role of a Security Officer/Theft Prevention
- Ethics and Professional Conduct
- Basic First Aid
- Basic Fire Safety
- Introduction to report writing
- Introduction to Public Speaking
- Other required SORA certification topics (must meet NJSP requirements for certification)
- AHA BLS CPR training (additional cost for training, manual, AHA CPR card)

The potential Security Officer must be:

a. At least 18 years of age
b. Produce a valid photo ID with valid exp. date or exp. NJ driver's license in combination with a current non-photo license
c. Complete and Possess a valid SORA application number generated from the NJSP database for an initial or Renewal SORA I (yellow stripe/unarmed) or SORA II (red striped/armed)
   – CCC will Provide application registration assistance including assistance with creating a logon ID and password for anyone requesting assistance. Students will receive a 30-day temporary certification as a SORA Officer but must attend and complete the full, required 24 training course. Please note, there is a $75.00 non-refundable fee for the above-named application.
d. Student must be fingerprinted by IDEMIA (IdentoGo) fingerprinting for criminal history check. This is a non-refundable fee incurred by the student.

Security Officer must pass a 50-question final examination with a minimum score of 70% to receive their certification card.

CE.CST-086
Hours: 24
Dates: 9/23/22-9/25/22 OR 10/28/22-10/30/22 OR 11/25/22-11/27/22 OR 12/16/22-12/18/22
Days: F, S, U
Times: F 4-8 p.m., S, U 8 a.m.-6 p.m.
Cost: $170 (Tuition $150, Books/Supplies $20)
Location: RETC

Chemical Dependency Associate

This course establishes foundation competency and education for those who are interested in working as a Chemical Dependency Associate or who are looking to continue towards obtaining their CADC or LCADC. The CDA requires 54 of the 270 education hours needed for the LCADC or CADC. This course focuses on the following areas of development: initial interview process, biopsychosocial assessment, introduction to counseling, documentation, addiction recovery, ethical standards and legal aspects. Students who successfully complete this course will fulfill the curricular requirements for state certification as a Chemical Dependency Associate. Upon completion of this program, students must complete 1,500 hours of field experience and 25 hours of supervised experience. Placement assistance will be provided but is not guaranteed.

9/24/22 – 11/19/22
CE.ADD-100
S, 9 a.m. – 3 p.m.
Hours: 54
Location: BLK
$675
Students will receive up to 5.4 CEU's upon completion.
Certification exam is NOT included.

Students can also register for the individual classes noted below.
Initial Interview Process – CE.ADD-101, 9/24/22, $75
Biopsychosocial Assessment – CE.ADD-102, 10/1/22 & 10/8/22, $150
Introduction to Counseling – CE.ADD-103, 10/15/22, $75
Documentation – CE.ADD-104, 10/22/22 & 10/29/22, $150
Addiction Recovery – CE.ADD-105, 11/5/22, $75
Ethical Standards – CE.ADD-106, 11/12/22, $75
Legal Aspects – CE.ADD-107, 11/19/22, $75

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LOCATION ABBREVIATION CODES

BLK = CCC Blackwood Campus
CAM = CCC Camden City Campus
ROH = CCC William G. Rohrer Center, Cherry Hill
CCTS-GT = Camden County Technical Schools, Sicklerville
CCTS-PENN = Camden County Technical Schools, Pennsauken
RETC = Regional Emergency Training Center, Blackwood

HEALTHCARE

Certified/Registered Medical Assistant [A]

According to U.S. Bureau of Labor Statistics, employment of medical assistants is projected to grow 18 percent by 2030, much faster than the average for all occupations.

This Certified/Registered Medical Assistant program offers an accelerated curriculum to provide all the competencies necessary to pass the RMA exam and begin a new career in the thriving healthcare field.

This program is designed to train students as multi-skilled professionals who will assist the physician in patient-care, management and education. This course includes classroom and the benefit of lab instruction, as well as the real-life experience of externship in a medical office. Students will learn to perform a variety of clinical and administrative duties including: Venipuncture, vital signs, urinalysis procedures, EKG, infection control techniques, sterilization techniques, hematology, tray setups, and patient preparation. Students will also learn administrative duties such as billing, coding, medical record keeping, diagnostic procedures, medical terminology and anatomy and physiology.

The graduates of the Medical Assistant Program at the Career & Technical Institute of Camden County College are eligible to take the RMA certification examination and upon certification will have an opportunity to receive up to 22 credits towards an Associate's degree. The RMA (Registered Medical Assistant) exam is administered by American Medical Technologists (AMT). Although some credentials use "certified" and some use "registered," all AMT members are considered "certified."

**Externship days and times may vary and may not follow class schedule.* CEU's: 72.0

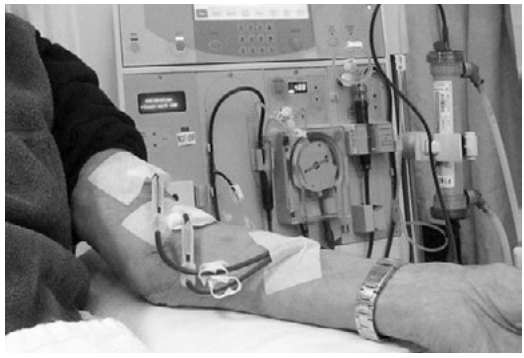
Students much request a registration packet and provide all required medical documentation prior to registration. Students may be required to pass a background check and/or drug test before being admitted to externship.

Course #: CE.TRD-030-01
Dates: 9/12/22 – 3/17/23 (End dates may vary based on externship site.)
Days: Monday, Tuesday, Wednesday, Thursday
Times: 8 a.m.-3 p.m.
Hours: 720
Cost: $6,385 (Tuition $4,000, Lab $1,835, Books/Supplies $550)
Location: CAM

Online registration is NOT available for this program. *Applicants must obtain a registration packet prior to registering for this program. Registration packets are available via e-mail or US Mail. To request a packet please e-mail tradetraining@camdencc.edu or call 856-374-4955.*

No information session required for admission. Certification exam is NOT included.

Certified Hemodialysis Technician [A]



Are you looking for a great entry-level opportunity to enter the Healthcare field with little to no experience? Most Dialysis Technician programs are designed for individuals working within the healthcare field, this program is designed to bring you from no knowledge or experience to employable within 5 months! This program offers a five-month curriculum designed to prepare the student for an entry-level position as a Hemodialysis Technician. The program will allow the student to progress through a standard dialysis facility orientation program at an accelerated rate by providing an extensive theoretical knowledge base and clinical practice in a laboratory setting. Dialysis clinic visitations will be scheduled for the purpose of observation and clinical conference. Courses to provide basic knowledge related to Nursing Principles and Practice, Anatomy and Physiology, and Medical Terminology. The Hemodialysis Technician is an important member of the Renal Care Team. Responsibilities include performance of routine dialysis procedures and patient care under the direction of a Nephrologist and supervision of an RN. Students who complete the Dialysis Technician program at the Career & Technical Institute of Camden County College are eligible to take the internationally recognized CHT (Certified Hemodialysis Technician) exam, through Bonent. No externship or work experience is required for this certification for CCC's Dialysis graduates. In addition, students are eligible to take the CCHT (Certified Clinical Hemodialysis Technician) exam, through the Nephrology Nursing Certification Commission (NNCC) upon completion of an externship or six months of work experience. Graduates of this program can work in hospitals, free standing clinics, acute units and home settings. Students who successfully complete this program and pass the certification exam may be eligible for up to 28 credits towards the CCC Health Science degree (HSC.AAS).

CEU's: 60

Dates: 9/12/22 – 5/16/23
Days: Monday, Tuesday, Wednesday, Thursday
Times: 5-9:30 p.m.
Hours: 600
Course #: CE.TRD-070-01
Cost: $6,680 (Tuition $4,000, Lab $2,080, Books/Supplies $600)
Location: CAM

Online registration is NOT available for this program.

Applicants must obtain a registration packet prior to registering for this program. Registration packets are available via e-mail or US Mail. To request a packet please e-mail ***tradetraining@camdencc.edu*** *or call 856-374-4955.*

No information session required for admission.

Certification exam is NOT included.

[P] – Pre-Apprenticeship program
[A] – Articulation opportunity available upon successful completion (visit camdencc.edu/priorlearning)
[L] – License Prep. Course
[O] – Online Course

HEALTHCARE

Patient Care Technician

Patient Care Technicians are in high demand. Our Patient Care Technician Program is designed to prepare students to train for one of the fastest growing professions in the health care industry today! The program focuses on building a complete and solid foundation for students in both classroom theory and hands-on clinical components.

Students will build skills in basic and complex key concepts of anatomy and physiology; cardiac function; performing EKG; measuring and monitoring vital signs; growth and development; phlebotomy; nursing care; nutrition; therapeutic communication; psychology; and critical thinking.

Individuals prepared through the Patient Care Technician program may seek employment in acute care hospitals, sub-acute care facilities, outpatient laboratories, cardiac rehabilitation centers, and various other healthcare providers.

Please note: students wishing to participate in a clinical experience must secure a clinical facility. Clinical experience is not a requirement for program completion.

Admission requirements:
- Students must be high school graduate or possess a GED
- Students must be 18 years of age
- Students much request a registration packet and provide all required medical documentation prior to registration.

Course #: CE.ALH-056-01
Dates: 9/12/22 – 12/21/22
Days: M, W, F
Times: M, W 4 -8 p.m., F 8 a.m.-2 p.m.
Hours: 187
Cost: $3,050
(Tuition $795, Lab $1,620, Books/Supplies $635)
Location: CAM

Students will receive 18.7 CEU upon completion.

****Online registration is NOT available for this program.***

Applicants must obtain a registration packet prior to registering for this program. Registration packets are available via e-mail or US Mail. To request a packet please e-mail **tradetraining@camdencc.edu** or call 856-374-4955. No information session required for admission.

***** The first class will be in-person at which time the instructor will provide a full outline of in-person vs remote dates for the duration of the class.***

Certification exam is NOT included.

PLEASE CALL FOR AVAILABILITY

Pharmacy Technician

This Pharmacy Technician Certification Board approved curriculum is for those interested in starting a career in the field of Pharmacy as well as being eligible and prepared to sit for the Pharmacy Technician Certification Exam. Successfully passing the Certification exam earns the credentials of Certified Pharmacy Technician, CPhT, as well as placing the individual in an advantageous position to seek employment in this growing and expanding field. Today most Health System Pharmacies are requiring Certification of those interested in Hospital Pharmacy employment and Community Pharmacies preferentially favor those with Certification to work alongside licensed Pharmacists in the prescription department. Some topics that are covered are pharmacy law, interpreting prescriptions, computer entry, defining drugs by brand and generic names and their common side-effects, ethics, inventory control, routes of administration, sterile and non-sterile compounding. This course will also cover the common pharmacy math calculations used in hospital and retail pharmacy that is also tested on the PTCE. It is suggested that individuals have a high school diploma or GED to enter the program due to the reading and math requirements of the course. Students are asked to bring a calculator to class. 14.4 CEU

CE.ALH-009-61
9/12/22 – 2/6/23
M, W, (in-person, remote)
5:30-9:30 p.m.
36 sessions
Hybrid/Blackwood
Cost: $1,595 (Tuition $1,300; Books/Supplies $295)

*This curriculum satisfies the related technical instruction required by the US Department of Labor's approved Pharmacy Technician apprenticeship.

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R=Thursday, F=Friday, S=Saturday, U=Sunday

LOCATION ABBREVIATION CODES

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CCTS-GT = Camden County Technical Schools, Sicklerville
CCTS-PENN = Camden County Technical Schools, Pennsauken
RETC = Regional Emergency Training Center, Blackwood

NJ HEALTHWORKS APPROVED REGISTERED APPRENTICESHIPS

Programs include:

- Medical Billing & Coding
- Certified Medical Assistant
- Certified Nursing Assistant
- Pharmacy Technician
- Community Health Worker
- Behavioral Health Aide
- Patient Care Technician

All programs are Registered Apprenticeship Programs (RAP) that have been validated by the U.S. Department of Labor or a State Apprenticeship Agency.

PARTNERS INCLUDE

Employers, Organizations, Agencies, and Labor Unions

EMPLOYER BENEFITS

- Fill skills gaps – develops workforce pipeline
- Grow and train talent by teaching your company's ways
- Retiring workforce can pass down knowledge via mentorship
- Increase employee loyalty and reduces turnover

EMPLOYEE BENEFITS

- Newly hired or existing employees are eligible – career pathways
- Guarantees an increase in skills/abilities and wages
- On the Job Training (OJT) and Related Technical Instruction (RTI)
- Awarded nationally-recognized industry credential(s) and possible college credit

COMMITMENT

- 2000 - 3000 hours; 2 - 3 years on-the-job training (OJT)
- 144 hours min Related Technical Instruction (RTI)

For more information contact Carol McCormick at 856-874-6025 or cmccormick@camdencc.edu

CAMDEN COUNTY COLLEGE

WHAT'S TRENDING

Cryptocurrency: A Primer on the Disruptive Digital Asset [O]

NEW

Cryptocurrency is confusing to some, controversial to others, and misunderstood by just about everyone. What makes cryptocurrency unique among the speculative assets, and why should persons own it? These questions and many more will be answered during the five-week session. Topics include: Bitcoin Basics, Blockchain Technology; Altcoins; NFT's and the Metaverse; and Investing in Cryptocurrency.

CE.INV-023	9/12/22-10/10/22
$125	M, 6:30-9 p.m.
5 sessions	Online

Introduction to Psychic Development

In this course, you'll learn the various ways we all tune in to energy including intuition, psychic abilities and mediumship, and how to understand, utilize and enhance those abilities with practice, meditation and mindfulness. There will be some fun hands-on experiences designed to build your confidence as well as intriguing demonstrations. We'll also be talking about other metaphysical and holistic topics and you'll hear from some fascinating guest speakers.

CE.ENR-010	10/3/22 – 12/5/22
$125	M, 6:30-8:30 p.m.
10 sessions	ROH

Communication Styles, Emotional Intelligence (EQ) and Conflict Resolution

This workshop is designed to help you identify your own communication style and help you improve your emotional intelligence (EQ) to build stronger relationships to develop conflict resolution. .15 CEUs

CE.ENR-289	9/13/22
$25	T, 7-8:30 p.m.
1 session	BLK

DAY ABBREVIATIONS

M=Monday, T=Tuesday, W=Wednesday,
R=Thursday, F=Friday, S=Saturday, U=Sunday

LOCATION ABBREVIATION CODES

BLK = CCC Blackwood Campus
CAM = CCC Camden City Campus
ROH = CCC William G. Rohrer Center, Cherry Hill
CCTS-GT = Camden County Technical Schools, Sicklerville
CCTS-PENN = Camden County Technical Schools, Pennsauken
RETC = Regional Emergency Training Center, Blackwood

Introduction to Voiceovers

"Wow, you have a great voice!" How many times have you heard that? Or maybe you listen to your favorite audiobooks, commercials, or cartoon characters and think, "I could do that!" Want to earn income using your talents from the comfort of your home? Explore the growing remote voiceover industry with your instructor, a professional, working voice actor from Voices For All. Discover the current trends in the industry and how easy and affordable it can be to learn, set up and work from home. You'll learn about different types of voiceovers and the tools you'll need to find success. Your instructor will take notes as you read a real script in this one-on-one video chat setting, and offer some coaching to improve your delivery. You'll receive a professional voiceover evaluation later in a follow up call. One-time, 90- minute, introductory class. Learn more at http://www.voicesforall.com/ooo. 18 and over. You owe it to yourself to finally explore the possibilities of this fun and rewarding field! Upon registration you will be contacted by VFA to schedule your class for a day and time of your convenience.

CE.ENR-287
$49

Please call 856-374-4955 or e-mail our office at tradetraining@camdencc.edu for schedule and registration information.

Requirements: Students must have Internet Access and Video Chatting capabilities using a method such as: Zoom, Skype (Win/Mac/Mobile) or iChat/FaceTime (Mac/iOS).

Wine FUNdamentals I

NEW

Explore the fundamentals of Wine. This course will take you through the basics of how wine is made, principal regions and their resulting wines. Learn food and wine pairing principals and determine your palate preferences through FUN and interactive tastings. Students in this program can expect to:

- Gain an understanding of how to taste and evaluate wines;
- Expand their wine preferences through guided tastings;
- Understand how wine is made and how this can affect a wines profile;
- Expand their knowledge of some principal wine growing regions and common wines produced;
- Learn how food and wine can be successfully paired;
- Gain newfound confidence when buying/ordering/cellaring wine.

Participants must be 21 years of age to register and attend. ID's will be validated upon entry.

CE.ENR-299	9/13/22 – 11/22/22 (no class 10/4 or 10/25)
$360 (Tuition $225, Books/Supplies $135)	
T, 7-9:30 p.m.	ROH

CAREER NOW

CAREER PROGRAMS FOR HIGH SCHOOL STUDENTS

WHO?
High School Students

WHEN?
Senior Year of HS

WHY?
Earn Career Certifications while in H.S.

WHAT?
Career and Technical Institute Programs

WHERE?
4 Camden County College Locations

HOW?
2 Easy Steps

STEP 1.

OBTAIN A LETTER OF RECOMMENDATION

on school letterhead from high school guidance counselor or principal.

STEP 2.

REGISTER AND PAY FOR COURSES.

Payment of tuition and all applicable fees is expected at the time of registration. CCC offers high school students a discount rate equivalent to 1 credit. Career Now programs are not eligible for financial aid. CCC offers a convenient payment plan option for many CTI programs.

camden county
Making It Better, Together.

OFFICE OF CONTINUING EDUCATION
856-374-4955 or
tradetraining@camdencc.edu

Career and **Technical Institute** of CAMDEN COUNTY COLLEGE

ACADEMIC PATHWAYS FOR RETURNING PROFESSIONALS

The Technical Studies degree program (TES.AAS) recognizes that learning can occur in a variety of forums and that this learning may be equivalent to college-level instruction. After assessment of the certified union apprenticeship, corporate, industrial or military training program, the faculty assessor will determine the number of technical credits to be awarded. The remaining program includes the College's general education requirements, advanced technical credits and career related electives (technical concentration).

CONTACT PERSON:
Dr. Melvin Roberts
(856) 227-7200, ext. 4942

ANIMAL CARE

PEACE IN THE PACK BUNDLE I

Includes 5 classes! Best value!
Take all five for $100 & save $25!

Must register for all classes at the same time for discount. Package includes *Canine Body Language, Canine's Uses of Scent, Energy, Posturing and Vocalization, Canine Cognition, Emotion and Social Behavior, Canine Aggression* and *Compulsive/Phobic Behaviors.*

Canine Body Language

Learn all about the subtleties and complexities of the way that canines communicate every day to us and to each other through physical posturing and movement that greatly affects their daily behavior. Observe how almost EVERY aspect of a canine's body language conveys a specific message that we may completely miss. Learn to "speak canine" by observing, understanding and even mimicking certain stances and postures through the understanding of the context of their body language to ultimately communicate with them in a positive way. Learn to relate back to them in ways that they can understand, greatly achieving much more positive behavior every day and even avert or recondition negative ones. You're also invited to a complimentary Peace Walk for reactive dogs at a different location at the end of the semester.

CE.ENR-266-01 $25
9/6/22 BLK
T, 7-9 p.m.

Canine's Uses of Scent, Energy, Posturing and Vocalization

This is an excellent class on pure leadership skills for you and what it truly means to a canine, placing you in the best role for both you and your dog to obtain a peaceful life together and securing a strong bond for life. This gives you the specific tools to start that life today! It's an empowering and motivational class and will accomplish our goals in achieving more appropriate canine behaviors every day. You're also invited to a complimentary Peace Walk for reactive dogs at a different location at the end of the semester.

CE.ENR-267-01 $25
9/13/22 BLK
T, 7-9 p.m.

[P] – Pre-Apprenticeship program
[A] – Articulation opportunity available upon successful completion (visit camdencc.edu/priorlearning)
[L] – License Prep. Course
[O] – Online Course

Canine Cognition, Emotion and Social Behavior

How smart is your best friend? More research is being done to determine the amount of intelligence our dogs truly possess. Studies may surprise you! Learn just how intelligent your dog really is and how utilizing this information can help you to determine how to achieve a better bond and connection with your dog as well as achieving more positive behavior. Also, learn the importance of the emotional and social life of canines and how it greatly affects their interaction with us, each other and their environment, as well as how their survival depends on it. It's interesting to note that they are the only species that can truly focus on a human, our gestures, our faces, even our eye movements! You'd be amazed at how they can learn and what they can do! Learn how this, as well as their social order, affects their overall behavior. You're also invited to a complimentary Peace Walk for reactive dogs at a different location at the end of the semester.

CE.ENR-268-01 $25
9/20/22 BLK
T, 7-9 p.m.

Canine Aggression

This seminar can be lifesaving as it offers ways to help you and your dog to always remain safe. This class analyzes the many aspects and causes of various types of canine aggressive behavior; how it can be rehabilitated and in many cases averted. We'll look at it from a professional behavioral standpoint as well as from the true canine perspective to understand why the negative behavior is truly the last resource for the dog. This class is an absolute must for anyone caring for or working with canines. You're also invited to a complimentary Peace Walk for reactive dogs at a different location at the end of the semester.

CE.ENR-269-01 $25
9/27/22 BLK
T, 7-9 p.m.

Compulsive/Phobic Behaviors

Because of our fast paced world, our dogs reflect us and are much more stressed too! This class defines and restructures certain behaviors that are anomalies in the canine world brought on by extreme stress, fear, trauma, anxiety, confusion and overexcitement. Rehabilitation is essential for focus and a return to a normal life for the canine. This is useful for anyone living or working with a dog with severe anxiety disorders. This seminar has been widely taken by veterinary techs and other industry professionals. You're also invited to a complimentary Peace Walk for reactive dogs at a different location at the end of the semester.

CE.ENR-270-01 $25
10/4/22 BLK
T, 7-9 p.m.

PEACE IN THE PACK BUNDLE II

Includes 5 classes! Best value!
Take all five for $100 & save $25!

Must register for all classes at the same time for discount. Package includes Guiding a Dog to Become Calm and Focused, Canine Essentials: Importance of Healthy Diet and Exercise on Behavior, Canine Agression II, Training Techniques, Dogs and Cats: Peaceful Co-exsistence.

Guiding a Dog to Become Calm and Focused

This class entails the ways to become an excellent leader to your dog/dogs. It highlights ways to create true calming moments for your dog to learn to focus and trust you. This will ensure a strong bond and a strong connection between you and your dog to last a lifetime. These moments of a true state of calm emulate your dog's first leader, the canine mother. Now it all starts with calm direction from you. To do this you must learn to truly be calm first.

CE.ENR-276-01 $25
10/11/22 BLK
T, 7-9 p.m.

Canine Essentials: Importance of Healthy Diet and Exercise on Behavior

What does your dog's diet consist of? Diet and Behavior are very closely linked. A healthy diet with all the essential nutrients a dog truly needs is vital for a long happy life both physically and mentally. What's right for your dog?

CE.ENR-277-01 $25
10/18/22 BLK
T, 7-9 p.m.

Canine Agression II

We'll be looking at the next level of canine aggression; how to stay safe, how to keep your dog's mind safe, how to recognize anxiety before it escalates, what to do if you observe this in your dog.

CE.ENR-278-01 $25
10/25/22 BLK
T, 7-9 p.m.

Training Techniques

This class will address individual techniques that are highly effective. We will also be sharing stories of our own dogs and what each dog may need given their unique scenarios and individual issues. We will help to resolve those issues with applied techniques.

CE.ENR-279-01 $25
11/1/22 BLK
T, 7-9 p.m.

Dogs and Cats: Peaceful Co-exsistence

This class focuses on both species: the canine and the feline from birth to senior, the similarities and differences between them, how to introduce them and integrate them into the home safely and how to tell when it may or may not work for them to live together.

CE.ENR-280-01 $25
11/8/22 BLK
T, 7-9 p.m.

Veterinary Exam Room Assistant Training Program [A]

This program is intended for anyone interested in the welfare of animals as well as those who wish to pursue exam room assisting as a career. Course content includes ethics, front desk, operations, communication and client relations, medications and pharmacy protocol, exam room procedures, prep room protocols, small animal nursing, introduction to laboratory procedures and radiology.

Job Placement Assistance Available

CE.PRO-122-01 9/19/22 – 2/18/23
M, 10 a.m. - 2 p.m.; W, 4:30 p.m. - 8:30 p.m.
S (biweekly), 8 a.m.-12 p.m.
Hours: 200 Location: BLK
(Saturday classes are held offsite)
$2,850 (Tuition $1070, Lab Fees $1500, Books & Supplies $280)

Please call 856-374-4955 or e-mail our office at tradetraining@camdencc.edu for a veterinary registration packet.

TECHNICAL TEST DRIVE

Come in and try out your program of interest during the weeks of December 5–9, 2022 and March 6–10, 2023

Prospective students will get a one-hour window of time to come in and get a hands-on look at the trade they are considering. All "Test Drive" hours will be while the class is in session so times per class will vary. Anyone interested in participating should call **856-374-4955**, email **tradetraining@camdencc.edu**, or visit **www.camdencc.edu/ce**. RSVP's are required for participation. Test drives are subject to cancellation if the class does not run due to low enrollment.

Registration for the December test drive will open in September. Registration for the March test drive will open in early 2023. The classes that are participating include: Automotive Technology, Baking & Pastry/Culinary Arts, Carpentry, Certified/Registered Medical Assistant, Computer Technician Support Specialist, Cosmetology, Dialysis Technician, Electrical Residential, HVAC, Hydro Technology, Veterinary Exam Room Assistant, and Welding.

Participants should arrive to their selected test drive wearing the appropriate personal protective attire for their selected program (ex. boots with steel or composite toes, heavy cotton or denim work pants, a shirt with sleeves that can get dirty, etc.). Failing to come to the test drive prepared may disqualify the registrant from participation.

CAMDEN COUNTY COLLEGE

PLEASE CALL FOR AVAILABILITY

Culinary Arts / Baking & Pastry [A]

The Culinary portion of this program is designed to cover the basics of the culinary industry for employment or continuing education. Includes the following areas of study – knife skills, kitchen safety & organization, soups, sauces, cooking methods, international cuisine, food cost, menu design, catering, and recipe conversions.

The Baking portion of this program is designed to cover the basic skills for baking industry employment or continuing education. Includes the following areas of study – kitchen safety, equipment usage, ingredients basics, baking mixing methods, production of cookies, pies, decorated cakes, basic bread doughs, Artisan breads, upscale specialty desserts, frozen desserts, laminated doughs & breakfast pastries, bakers' math, food cost, menu planning, sanitation & more.

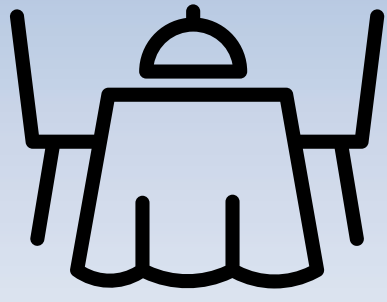
CE.TRD-050-01 9/12/22 – 6/8/23 M,T,W,R, 5:30-9:30 p.m. Location: CCTS-GT
Hours: 544 Cost: $4,600 (Tuition $3,150, Lab $850, Books/Supplies $600)

Healthy Cooking

This class focuses on making delicious and nutritious plant based recipes. Expand your food repertoire and your palate with this hands-on and fun course. A minimum of four different recipes will be prepared each class (appetizer, side dish, entrée and dessert). This course will help you understand the vital role of nutrition in your life and easy ways to implement whole, unprocessed foods into your diet. Students will learn how certain foods and nutrients work to promote health and fight disease, how to create healthy and balanced meals, the best foods to create optimum health and energy. Discover new foods, flavors, and information in a hands-on yet supportive setting.

CE.HPE-114-51 9/22/22 – 10/20/22 R, 6:30 - 9:00 p.m.
BLK 5 Sessions $145

BACK DOOR CAFÉ



The Back Door Café is a gourmet restaurant located on Camden County Technical Schools Sicklerville Campus located at 343 Berlin Cross Keys Road, Sicklerville, NJ. Our students, along with their world class instructors, will prepare an extraordinary dinner sure to tickle your taste buds.

Additional information will be posted to our website as it is available. Please call (856) 374-4955 with any questions in the interim.

COSMETOLOGY SERVICES

Thursday Evenings from October 27, 2022 to January 27, 2023

HAIR SERVICES

Shampoo & Blow-dry	Short $10/Medium $15/Long $18
Up-Do/Formal Style, French Braids	$15+
Haircut	$8
Shampoo, Cut & Blow-dry	Short $15/Long $20
Shampoo & Cut	$10
Shampoo & Set w/rollers	Short $7/Medium $10/Long $15+
Cholesterol Hair Treatment	$5+
Permanent Wave (includes haircut)	$25
Chemical Hair Relaxing (Does not include style)	$30
Chemical Hair Retouch (Does not include style)	$20
Shampoo, Blow-dry, Press/Curl	Short $15/Long $20

HAIR COLOR

Permanent Hair Coloring	$25+
Frosting with Cap	Short $20/Long $25/X-Long $30
Highlighting	Short $30/Long$35/X-Long $40
Semi-color	$20+
Corrective Color	$25+
Toner	$20

SKIN CARE

Eyebrow (tweezing)	$8

NAILS

Basic Manicure	$8
Spa Manicure	$15

WAXING

Sideburns	$5
Chin	$5
Half Arm (wrist to elbow)	$10
Forehead	$5
Eyebrows	$5
Lip	$5

Walk-in times from 4-6 p.m. on a first come, first served basis

• No appointments necessary • Cash or checks only • Clinic in Building 6
• No chemical services booked after 5 p.m.

All services are performed by students under the direction of our licensed Cosmetology Instructors.

CAMDEN COUNTY TECHNICAL SCHOOLS (CCTS)
343 BERLIN CROSS KEYS RD. • SICKLERVILLE, NJ 08081
MORE INFO: TRADETRAINING@CAMDENCC.EDU • (856) 374-4955

COSMETOLOGY

PLEASE CALL FOR AVAILABILITY

Cosmetology / Hair Stylist [L]

In just 10 months students are prepared to pass the NJ State Board of Cosmetology licensure exam. Camden County College Cosmetology students have achieved an extremely high pass rate as a result of the training they receive from our industry experts.

The 1,071-hour program consists of classroom and hands-on training, performing basic designs on mannequins and patrons in a clinical salon setting, which is open to the public. Units of instruction include state laws, shop management, scalp conditioning, shampooing, hair styling and cutting, permanent waving, thermal waving, hair shaping, tinting, coloring, shaving, make-up application, facials, and chemistry. In addition, students are offered instruction in the styling and fitting of wigs and hairpieces. Camden County College is now offering a rolling admission schedule with multiple start dates to choose from.

Dates: 9/7/22 – 7/6/23
Days: M, T, W, R
Times: 3-10 p.m.
Location: CCTS-GT

Hours: 1,071
Course #: CE.TRD-040-01
Cost: $8,000
($4,000 tuition, $2,700 lab, $1,300 books/supplies)

*additional dates may open as available based on rolling enrollments. Please call or email for additional details.

Licensing exam fee is NOT included.

AUTOMOTIVE

PLEASE CALL FOR AVAILABILITY

Automotive Technology

This program addresses the fundamental working principles of the modern automobile. Instruction is provided in an ASE (Automotive Service Excellence) certified shop with ASE certified instructors. Skills and theories in the program follow proficiencies outlined through NATEF (National Automotive Technical Education Foundation).

Included in this program are topics in vehicle construction and design as they apply to mechanical, hydraulic, and electrical system service. These sections include: engine design and operation, brake system operation and service, steering system service, suspension systems and alignment, engine control systems, electrical and electronic systems, tires and wheels. Also covered is an introduction to hand and power tools, shop equipment, hand held test equipment, and shop safety practices. Additional instruction is provided in fasteners, gaskets, seals and sealants used in the automotive trade, measuring instruments, service manuals, sources of electronic service information and technical certification requirements.

Students will take nationally recognized competency exams in Braking System Operation and Service, Electrical System Operation and Service, Engine Performance and Steering / Suspension/ Wheel Alignment systems. These exams are supported by ASE but are NOT the voluntary ASE Technician Certification Exams taken by technicians already employed in the automotive service industry.

Course #: CE.TRD-011-01
Hours: 382
Dates: 9/12/22 – 5/22/23
Days: M, T, W
Times: 6-10 p.m.
Cost: $3,300 – OSHA 10 certification included
($2,450 tuition, $350 lab, $500 books/supplies)
Location: CCTS-GT

CONSTRUCTION TECHNOLOGY

PLEASE CALL FOR AVAILABILITY

Heating, Ventilation, and Air Conditioning [P]

Within the entry level HVAC program, students will thoroughly study material related to the theory of operations; including: safety, leak detection, heating systems (gas, oil, electric), combustion testing, heat pumps, refrigerant recovery and disposal, the national fuel code, oil heat servicing, hot water heat servicing, heat pump servicing. Hands on-training will reinforce material covered in theory classes. Students will prepare for the EPA approved section 608 certification exams. Section 608 Technician Certification is required by the EPA in order to purchase CFC or HCFC containing refrigerants. Computer based training is also provided for self-paced study opportunities. Additionally, students will take industry competency exams (I.C.E.) supported by NATE (North American Technician Excellence). These exams measure industry-approved standards of basic competency for entry-level technicians. Upon completion of the course, students will be certified and prepared to enter the trade with confidence in their understanding of HVAC concepts. Students who successfully complete this program may be credited hours towards the affiliated apprenticeship program.

Course #: CE.TRD-090
Hours: 572 Dates: 9/7/22 – 6/19/23
Days: M, T, W, R Times: 6-10 p.m.
Cost: $4,950 – OSHA 10 certification included
(Tuition $3,875, Lab $450, Books/Supplies $625)
Location: CCTS-GT

PLEASE CALL FOR AVAILABILITY

Electrical – Residential [P]

Students in this program will be taught extensive electrical theory. The core unit will be a hands-on approach emphasizing house wiring, branch circuits, wire sizing, cable layout, three and four-way switches and ground fault circuit interruption. Additional units include service entrance equipment and calculations which are coordinated with basic electrical theory. The student will apply electrical subject units, such as: commercial-residential electrical and architectural drawings; branch circuits and feeders; appliance circuits; lamps and lighting; and panel-board selection. Students will learn math as it applies to the electrical trade, which will include: addition, subtraction, multiplication, basic algebra and some trigonometry. Students who successfully complete this program may be credited hours towards the affiliated apprenticeship program.

Course #: CE.TRD-080-01
Hours: 382 Dates: 9/13/22 – 5/23/23
Days: T, W, R Times: 6-10 p.m.
Cost: $4,150 – OSHA 10 certification included
(Tuition $2,775, Lab $600, Books/Supplies $775)
Location: CCTS-GT

PLEASE CALL FOR AVAILABILITY

Welding

This program offers students the most up-to-date instruction in SMAW (Shielded Metal Arc Welding) and OxyFuel Cutting, as well as Academic instruction which includes math, blueprint reading, drawing interpretation, welding inspection, shop maintenance and most importantly, general hot work safety. Students may also have the opportunity to try GTAW (Gas Tungsten Arc Welding) with Aluminum and Stainless Steel, GMAW (GasMetal Arc Welding). Shop time focuses heavily on SMAW fundamentals with Mild Steel, although, as students progress through the program they may begin working with other processes and materials, when and if available. Students will proceed through each project at their own pace and receive individualized instruction regarding safety, quality and general welding techniques. Upon successful completion of this program, it will be possible for students to graduate with American Welding Society's welding code, D1.1 "Structural Steel" Certifications.

Course #: CE.TRD-130
Hours: 564
Dates: 9/12/22 – 6/19/23
Days: Mon, Tues, Wed, Thurs
Times: 6-10 p.m.
Cost: $5,500 – OSHA 10 certification included
(Tuition $3,450, Lab $1,200, Books/Supplies $850)
Location: CCTS-GT

[P] – Pre-Apprenticeship program
[A] – Articulation opportunity available upon successful completion (visit camdencc.edu/priorlearning)
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RETC = Regional Emergency Training Center, Blackwood

CONSTRUCTION TECHNOLOGY

HVAC CONTRACTORS

New Jersey requires HVACR technicians to be licensed. Detailed information can be found by visiting **https://www.njconsumeraffairs.gov/hvacr**.
Pursuant to N.J.A.C. 13:32A-2.1, applicants must submit evidence of meeting the educational requirements through one of the following options:

Option 1 – Completion of a four year U.S. Department of Labor approved apprenticeship in HVACR followed by one year of journeyperson experience under a licensed Master HVACR Contractor.

Option 2 – Four year Bachelor's degree in HVACR from an accredited college or university followed by one year of journeyperson experience under a licensed Master HVACR Contractor.

Option 3 – Four year Bachelor's degree in a degree related to HVACR from an accredited college or university followed by three years of journeyperson experience under a licensed Master HVACR Contractor.

Option 4 – Two year degree from a Trade, Technology, Community, or County School/College at completion of at least two years of a U.S. Department of Labor approved apprenticeship in HVACR, followed by one year of journey person experience under a licensed Master HVACR Contractor.

The apprenticeship program, as determined by the Department of Labor, consists of four years in total. Apprentices are required to log 8,000 hours of on-the-job experience (2,000 hours per year) with a licensed contractor (sponsor) and at least 576 hours of classroom training (a minimum of 144 hours per year, also known as related technical instruction).

For more information contact **tradetraining@camdencc.edu**.

PLEASE CALL FOR AVAILABILITY

Carpentry Technology

This program offers both a hands-on and textbook instruction, which requires problem solving and logical thinking skills. All phases of residential carpentry are addressed. Units included are print drawing/reading, estimation time/material, frame construction, roofing/siding, drywall and finish carpentry. Graduates are limited only by their own inventiveness. Any one or part of one unit covered during this program could be expanded into a career. Planning, estimation, drafting, framing, siding/roofing, drywall installation, trim/cabinet installation, painting, building supply or hardware store person are but a few possibilities.

Course #: CE.TRD-020-01
Hours: 382
Dates: 9/13/22 – 5/23/23
Days: T,W,R
Times: 6-10 p.m.
Cost: $4,000 – OSHA 10 certification included
(Tuition $2,950, Lab $700, Books/Supplies $350)
Location: CCTS-GT

Hydro Technology (Plumbing) [P]

This program introduces students to all facets of the plumbing trade and will provide the basic skills needed for entry-level employment. Students will learn methods of installation, repair and plumbing maintenance. Theory-based instruction includes: basic trade competencies, trade mathematics, blueprint reading and drawing, as well as the National Standard Plumbing Code. Hands-on instruction will be given with the students participating in the actual layout, installation, and repair of plumbing systems, fixtures, and appliances. The tools, materials, and supervised projects assigned in class simulate actual conditions in the domestic and commercial plumbing industries. Students who successfully complete this program may be credited hours towards the affiliated apprenticeship program.

Course #: CE.TRD-120-01
Hours: 382
Dates: 9/13/22 – 5/23/23
Days: T, W, R
Time: 6-10 p.m.
Cost: $4,100 – OSHA 10 certification included
($2,925 tuition, $400 lab, $775 books/supplies)
Location: CCTS-GT

APPRENTICESHIP PROGRAMS

Apprentice courses are designed to aid apprentices both in theory and practical experiences to meet the requirements of US and NJ Departments of Labor. Emphasis is placed on those areas not normally covered in routine job performance. The student's sponsoring employer provides the actual field (on-the-job) experience. Apprentices are required to log 8,000 hours of on-the-job experience (2,000 hours per year) with a licensed contractor (sponsor) and at least 576 hours of related technical instruction (a minimum of 144 hours per year). Students who have successfully completed a relevant Pre-Apprenticeship program may be eligible for advanced standing in an apprenticeship program. Please contact the County Apprenticeship Coordinator to determine eligibility.

Camden County College is proud to offer apprenticeship training opportunities in the areas of: Electrical, Plumbing, and HVAC. The apprentice program is a partnership between industry and educational institutions. In order to qualify for enrollment as an apprentice, it is necessary for the student to be employed in their chosen field. Apprentices MUST be registered with the US Department of Labor, Office of Apprenticeship, and with the NJ Department of Labor and Workforce Development.

All registered apprentices who successfully complete the on-the-job and related classroom training requirements are eligible to receive a Certificate of Completion from the U.S. Department of Labor, Office of Apprenticeship. Registered apprentices, who successfully complete the apprenticeship career related classroom instruction, are eligible to earn up to 17 college credits toward Camden County College's 60-credit Associates Degree in Technical Studies.

Enrolling in apprenticeship courses at the College DOES NOT automatically register students as apprentices. Employers (sponsors) and employees (apprentices) must contact the County Apprenticeship Coordinator to facilitate the application process.

tradetraining@camdencc.edu 856-261-9462

All classes below are held at Camden County Technical Schools, Sicklerville

For Manufacturing Apprenticeship Opportunities Available, see page 28.
For Healthcare Apprenticeship Opportunities Available, see page 13.

Electrical Apprentice

ELECTRICAL APPRENTICE LEVEL 1
CE.TRD-160-01 **[L]**
9/20/22 – 3/30/23 – T,R 6-9 p.m.
CCTS-GT
Hours: 156
$1,300 (Tuition $1,000, Books/Supplies $300)

ELECTRICAL APPRENTICE LEVEL 2
CE.TRD-160-02 **[L]**
9/20/22 — 3/30/23 – T,R 6-9 p.m.
CCTS-GT
Hours: 156
$1,150 (Tuition $1,000, Books/Supplies $150)

ELECTRICAL APPRENTICE LEVEL 3
CE.TRD-160-03 **[L]**
9/19/22 – 4/19/23 – M,W 6-9 p.m.
CCTS-GT
Hours: 156
$1,250 (Tuition $1,000, Books/Supplies $150)

ELECTRICAL APPRENTICE LEVEL 4
CE.TRD-160-04 **[L] [A]**
9/19/22 – 4/19/23 – M,W 6-9 p.m.
CCTS-GT
Hours: 156
$1,250 (Tuition $1,000, Books/Supplies $250)

Plumbing Apprentice

PLUMBING APPRENTICE LEVEL 1
CE.TRD-170-01 **[L]**
9/19/22 – 4/19/23 – M,W 6-9 p.m.
CCTS-GT
Hours: 156
$1,200 (Tuition $1,000, Books/Supplies $200)

PLUMBING APPRENTICE LEVEL 2
CE.TRD-170-02 **[L]**
9/20/22 – 4/4/23 – T,R 6-9 p.m.
CCTS-GT
Hours: 156
$1,100 (Tuition $1,000, Books/Supplies $100)

PLUMBING APPRENTICE LEVEL 3
CE.TRD-170-03 **[L]**
9/19/22 – 4/19/23 – M,W 6-9 p.m.
CCTS-GT
Hours: 156
$1,100 (Tuition $1,000, Books/Supplies $100)

PLUMBING APPRENTICE LEVEL 4
CE.TRD-170-04 **[L] [A]**
9/20/22 – 4/4/23 – T,R 6-9 p.m.
CCTS-GT
Hours: 156
$1,100 (Tuition $1,000, Books/Supplies $100)

HVAC Apprentice

HVAC APPRENTICE LEVEL 1
CE.TRD-190-01 **[L]**
9/19/22 – 4/4/23 – M,T 6-9 p.m.
CCTS-GT
Hours: 156
$1,250 (Tuition $1,000, Books/Supplies $250)

HVAC APPRENTICE LEVEL 2
CE.TRD-190-02 **[L]**
9/19/22 – 4/4/23 – M,W 6-9 p.m.
CCTS-GT
Hours: 156
$1,150 (Tuition $1,000, Books/Supplies $150)

HVAC APPRENTICE LEVEL 3
CE.TRD-190-03 **[L]**
9/21/22 — 4/19/23 – W,R 6-9 p.m.
CCTS-GT
Hours: 156
$1,150 (Tuition $1,000, Books/Supplies $150)

HVAC APPRENTICE LEVEL 4
CE.TRD-190-04 **[L] [A]**
9/21/22 — 4/19/23 – W,R 6-9 p.m.
CCTS-GT
Hours: 156
$1,150 (Tuition $1,000, Books/Supplies $150)

UNIFORM CONSTRUCTION CODE

Uniform Construction Code

Regulations of the New Jersey Uniform Construction Code require that candidates for licensure complete specified educational courses. The Division of Continuing Education at Camden County College has been approved by the New Jersey Department of Community Affairs (DCA) to offer these courses, which are conducted in accordance with N.J.A.C 5:23-5.20. These courses are open to anyone with an interest in construction and mandatory for those desiring licensure.

Courses must be taken in their proper sequence (RCS-ICS-HHS). Individuals who are not yet licensed at the RCS level will not be licensed at the ICS or HHS levels until the lower license requirements are fulfilled. The New Jersey State Dept. of Community Affairs offers a 100% tuition reimbursement for qualified applicants. Licensing questions and licensing application packet requests should be directed to the Licensing Unit at (609) 984-7834 or you may e-mail at **codeslicensing@dca.state.nj.us**. It is recommended that you review this packet before you undertake the course. Carefully review all state requirements for licensing and prior required job experience before registering for any course. Refunds on courses cannot be issued for failure to review the necessary requirements for course completion and licensing. You must pass the national exam in order to obtain the license with the DCA.

Students are required to purchase all required textbooks including the Uniform Construction Code Act and Regulations (blue book). Books can be ordered from the Department of Community Affairs at 609-984-0040. In addition, students may be eligible to apply for the tuition remission program; see your instructor for details and necessary paperwork.

ATTENTION STUDENTS – Please note that the classes below reflect curriculum and hour modifications per the new regulation changes adopted by the Department of Community Affairs.

Building Inspector RCS [L] [O]

This course is designed to provide students with fundamental knowledge and educational experience required by the State of New Jersey for licensure under the title. This course covers all of the code requirements, with the exception of plumbing and electrical, for one and two family homes and small commercial structures. Topics include structural design and analysis techniques, wood framing construction and foundations, material standard, field identification of requirements, inspection techniques, tools and methods, etc. 9.0 CEU's

CE.PRO-027-51	9/27/22 – 12/15/22
T, R, 6-10 p.m.	23 sessions, Online

$695 (Textbook additional charge)

Building Inspector ICS [L] [O]

Prerequisite: Successful completion of the Building Inspector RCS course

This course is designed to provide students with knowledge on building code requirements for medium sized industrial and commercial structures. Topics covered will include building construction, foundation design, wood and steel frame construction, fire resistance rating, requirements for building subcode, testing materials, and uniform construction code. 7.5 CEU's

CE.PRO-031-51	10/3/22 – 12/5/22
M, W, 6-10 p.m.	19 sessions, Online

$585 (Textbook additional charge)

Building Inspector HHS [L]

Prerequisite: Successful completion of the Building Inspector RCS and ICS courses

This course is designed to provide students with knowledge on advanced structural systems, advanced fire protection systems, and advanced mechanical systems. This course is part of the requirement for individuals to be certified in high hazard structures. 6.0 CEU's

CE.PRO-039-51	10/10/22 – 11/30/22
M,W, 6-10 p.m.	15 sessions, BLK

$465 (Textbook additional charge)

Electrical Inspector ICS [L]

This course is designed to provide students with knowledge of electrical systems and system design along with specific plan review and field inspection aspects pertaining to Class II and Class III structures. 6.0 CEU's

CE.PRO-040-51	9/12/22 – 12/19/22
M, 6-10 p.m.	15 sessions, BLK

$465 (Textbook additional charge)

Electrical Inspector HHS [L]

Prerequisite: Electrical Inspector ICS

This course is designed to provide students with knowledge of advanced electrical systems design. Students must complete the ICS course before undertaking this course. 4.5 CEU's

CE.PRO-046-51	9/13/22 –12/20/22
T, 6-9 p.m.	15 sessions, BLK

$345 (Textbook additional charge)

UNIFORM CONSTRUCTION CODE

Elevator Inspector HHS [L]

The course is designed to assist individuals in meeting the requirements needed to become certified elevator inspectors or as an aide to elevator safety mechanics. Topics include inspection, testing, rules and regulations for elevators, escalators, lifts, and other lifting and elevator equipment. In addition, the course will focus on planning and review of inspection techniques. 9.0 CEU's

CE.PRO 041-51 9/6/22 – 11/22/22
T, R, 6-10 p.m. 23 sessions, BLK
$695 (Textbook additional charge)

Subcode Official [L]

This course is designed to prepare inspectors to become subcode officials. The class will cover subcode administration, legal aspects of code enforcement, and related legislation. Specific topics will include procedures and forms for permit application, stop orders, emergency situations, condemnations, case records, warrants relocation, housing maintenance, and legal rights of landlords and tenants. 4.5 CEU's

CE.PRO-042-01 9/21/22 – 12/7/22
W, 6-10 p.m. 12 sessions, BLK
$345 (Textbook additional charge)

Construction Official

This course introduces inspectors and subcode officials to the role of the construction official. Topics will include office organization, purpose and fundamentals of code enforcement, procedures for processing cases, administrative hearings, records maintenance, and housing maintenance. 4.5 CEU's

CE.PRO-048-51 9/8/22 – 12/22/22
R, 6-9 p.m. 15 sessions, BLK
$345 (Textbook additional charge)

Technical Assistant [L]

This course is designed to provide students with an overview of a wide variety of matters related to the creation and maintenance of New Jersey's infrastructure with respect to issues such as the building of safe structures, maintenance and improvement of structures through issuance of permits, Certificates of Occupancy, violation notices, and stop-work orders. Specific subject areas will include computers, construction blueprint reading, UCC law and administration, construction fundamentals and code requirements, and technical problem solving. 4.5 CEU's

CE.PRO-043-51 9/1/22 – 12/15/22
R, 6-9 p.m. 15 sessions, BLK
$345 (Textbook additional charge)

CAMDEN COUNTY COLLEGE PUBLIC NOTICE

Camden County College does not discriminate in admissions or access to, or treatment or employment on the basis of race, color, national origin, sex, disability, or age in its programs and activities. The following persons have been designated to handle inquiries/complaints regarding non-discrimination policies:

Title IX Coordinator: Executive Dean, Student Affairs, 856-227-7200, ext. 4371, Taft Hall, Room 233, Blackwood Campus

Deputy Title IX and ADA Coordinator for Employees: Assistant Director of Human Resources, 856-227-7200, ext. 4391, Roosevelt Hall, Room 106, Blackwood Campus

Deputy Title IX and Section 504 Coordinator for Students: Associate Dean of Students, 856-227-7200, ext. 5088, Taft Hall, Room 302, Blackwood Campus

Title II for Employees and Students: Building Operations Manager, 856-227-7200, ext. 4575 Physical Plant, Blackwood Campus

Students and employees have the legal right to appeal grievances with the local Office for Civil Rights, New York Office for Civil Rights, U. S. Department of Education, 32 Old Slip, 26th Floor, New York, New York 1005-2500, Telephone 646-428-3900, Fax: 646-428-3843; Tdd: 800-877-8339,EmaOCR.Newyork@Ed.Gov

MANUFACTURING TECHNOLOGY

Computer Numerical Control (CNC) is a type of machine tool control that automates the motion of machines such as lathes and mills. CNC machines are used in today's job market to create precise parts at a globally competitive level. Career opportunities include titles such as operator, setup person, and programmer. Today's Machinist needs to be well versed in CNC technology in order to ensure upward mobility in the career path.

CNC Operations [A]

This course is the entry level offering that trains students how to operate a CNC machine. Students will have the opportunity to physically setup both lathe and mill style machines. Machines utilized in the class are industry standard. 2.0 CEU's

CE.MFG-003-51 9/1/22 – 9/29/22
T, R, 5:30 to 8 p.m. BLK
CIM Center Factory Floor - CIM #104
Cost: $415 (Tuition $141; lab fees $215; text & materials $59)

CNC Programming [A]

This course is the second level offering that trains students how to manually program a CNC machine. Students will have the opportunity to manually write a CNC program and physically cut it on the machine. There will be mill program and one lathe programming example. 2.0 CEU's

CE.MFG-004-51 9/29/22 – 10/27/22
T, R, 5:30 to 8 p.m. BLK
CIM Center Factory Floor - CIM #104
Cost: $415 (Tuition $141; lab fees $215; text & materials $59)

If designated CNC or Mastercam Mill classes cancel due to low enrollment, students may be eligible to participate in existing Tuesday/Thursday evening programs. Additional information will be available if class(es) cancel.

Mastercam Mill Level I [A]

This course is the first level Computer Aided Manufacturing (CAM) offering that trains students how to graphically program a CNC machine utilizing Mastercam software. Students will have the opportunity to operate a CAM software platform to create a CNC program and physically cut it on the machine. CNC mill examples will be used. 2.0 CEU's

CE.MFG-005-51 11/10/22 – 12/13/22
T, R, 5:30 to 8 p.m. BLK
CIM Center Factory Floor - CIM #104
Cost: $437 (Tuition $141; lab fees $234; text & materials $62)

SPECIALIZED MANUFACTURING & TECHNOLOGY

CNC/CAM Programming Project Study [A]

This specialized 60-hour course will focus on instruction in CNC machine setup and CNC manual programming for both mills and lathes. CAM programming concepts will be introduced using MasterCAM software. In addition, full 3D wire frames will be constructed and surfaced with all current surfacing technology. 6.0 CEU

Call 856-374-4955 for schedule.

CE.MFG-008 BLK
$3,999 (tuition $1995; lab fees $1759; text & materials $245)

NJ PLACE

Earn an associate degree and complete your apprenticeship at the same time with NJ PLACE. Through NJ PLACE, you can get college credit for your apprenticeship training, giving you a head start toward your degree. You'll get immediate marketable skills in your occupation and the long-term career possibilities that a college degree opens up for your future.

For more information please visit ***ucc.rutgers.edu/nj-place****.*

[P] – Pre-Apprenticeship program
[A] – Articulation opportunity available upon successful completion (visit camdencc.edu/priorlearning)
[L] – License Prep. Course
[O] – Online Course

LOCATION ABBREVIATION CODES

BLK = CCC Blackwood Campus
CAM = CCC Camden City Campus
ROH = CCC William G. Rohrer Center, Cherry Hill
CCTS-GT = Camden County Technical Schools, Sicklerville
CCTS-PENN = Camden County Technical Schools, Pennsauken
RETC = Regional Emergency Training Center, Blackwood

APPRENTICESHIP PROGRAMS AVAILABLE NOW!

NJ APPRENTICESHIP NETWORK

These online grant-funded apprenticeship programs are available for NJ employers to train and retain their employees and provide $2,000 per apprentice for on-the-job training.

ONLINE INDUSTRIAL MAINTENANCE MECHANIC

144 HRS. ONLINE CURRICULUM / 2,000 HRS. OJT
Provided by Camden County College – 11 College Credits

National Institute for Metal Working Skills (NIMS)

Curriculum Includes:

- Workplace Essentials
- Hydraulics and Pneumatics
- Electricity and Control Systems

ONLINE CNC MANUFACTURING

CNC, MANUAL MILL & LATHE

144 HRS. ONLINE CURRICULUM / 2,000 HRS. OJT
Provided by Camden County College – 13 College Credits

National Institute for Metal Working Skills – NIMS 1 Certification

- Safety Training
- Shop Math
- Blueprint Reading
- Inspection, GD&T
- Metallurgy
- Tools
- Set up & Operation of Manual Mill & Lathe
- G&M Code
- Set up & Operation of CNC Mill & Lathe
- Mechanical Systems Maintenance and Operation

For more information on either program contact Carol McCormick at 856-874-6025 or cmccormick@camdencc.edu

CAMDEN COUNTY COLLEGE

NJ Community College Consortium FOR WORKFORCE & ECONOMIC DEVELOPMENT
Bridging the Skills Gap

INFORMATION TECHNOLOGY

Computer Technician Support Specialist (CTSS) [A]

The CTSS Technology Career Track is designed to give someone with little or no computer experience entry level training. The skills learned in this track will provide students the ability to "get their foot in the door." Proficiencies gained will be used in any hands-on technology specialty. This Career Track is great for those students who enjoy hands-on activities. 36 CEU's.

Courses Included: CompTIA A+ | Network+ | Security+

Certifications: A+ | Network + | Security+

Prerequisite: None, but preferred would be basic computer navigation and comprehension of basic terms.

Dates: 9/12/22 – 1/30/23 Days: M - R

Times: 8:30 a.m. - 1:30 p.m. Location: ROH *Certification exam is NOT included.*

INDIVIDUAL COURSES

A+ Certification by CompTIA [A]

This CompTIA A+ Program prepares you for certification by providing instruction on system configuration, installation, upgrades, diagnosis, repair, preventive maintenance, and safety of vendor neutral PC Hardware. 14 CEU's

- CompTIA A+ Operating Systems Certification
- CompTIA A+ Hardware Certification

CE.CST-012-60 140 hours

Dates: 9/12/22 – 10/31/22 Days: M - R

Times: 8:30 a.m. - 1:30 p.m. Location: ROH *Certification exam is NOT included.*

$2,300 (Tuition $1,340; Lab Fees $610; Materials & Text $350)

Network+ Certification by CompTIA [A]

Network technicians need to be certified in order to advance in the industry. The marketplace is so starved for qualified personnel; a well-trained certified technician can easily find work in the industry. Whether you're looking to upgrade your skills, advance your career, or start a career in networking then the Network+ certification course is for you. This course covers CISCO IOS. This is great preparation for the CCNA course! 10 CEU's

- CompTIA NETWORK+ Certification

CE.CST-008-60 100 hours

Dates: 11/1/22 – 12/6/22 Days: M - R

Times: 8:30 a.m. - 1:30 p.m. Location: ROH *Certification exam is NOT included.*

$1,900 (Tuition $950, Lab Fees $550, Materials & Text $400)

Security+ Certification by CompTIA [A]

Security+ covers the most important foundational principles for securing a network and managing risk. Access control, identity management and cryptography are important topics as well as selection of appropriate mitigation and deterrent techniques to address network attacks and vulnerabilities. Security concerns associated with cloud computing, BYOD and SCADA are addressed. 12 CEU's

- CompTIA Security+ Certification

CE.CST-033-60 120 hours

Prerequisite: Network+

Dates: 12/12/22 – 1/30/23 Days: M - R

Times: 8:30 a.m. - 1:30 p.m. Location: ROH *Certification exam is NOT included.*

$2,200 (Tuition $1,315; Lab Fees $600; Materials $285)

BUNDLE: A+, NETWORK+ & SECURITY+ [A]

Best value! Take all three for the CTSS Career Track and save $325!

CE.BUN-002-60 360 hours

$6,075 (Tuition $3,375, Lab Fees $1,700, Materials & Texts $1,000)

Not eligible for Senior Citizen discount.

[P] – Pre-Apprenticeship program
[A] – Articulation opportunity available upon successful completion (visit camdencc.edu/priorlearning)
[L] – License Prep. Course
[O] – Online Course

DAY ABBREVIATIONS

M=Monday, T=Tuesday, W=Wednesday, R=Thursday, F=Friday, S=Saturday, U=Sunday

INFORMATION TECHNOLOGY

Microsoft Office Specialist

Within this program students will become proficient in Microsoft Office products including Word, PowerPoint, Excel and Access.. The level of expertise will afford students the opportunity to become a certified Microsoft Office Specialist (MOS). 5.2 CEU's.

CE.CST-034-91 S, 9 a.m.-1 p.m.
9/17/22 – 12/17/22 ROH
Hours: 52
$950 (Tuition $375, Lab Fees $350, Text & Materials $225)
Certification exam is NOT included.

Microsoft Word 2016

The most widely used word processor in the world! Learn to create and edit documents, change the styles and fonts of your work, and utilize the easy-to-use toolbar capabilities. In addition, learn to format text, paragraphs, and entire documents and create and format tables. In Advanced, enhance your skills by learning graphics, mail merge, styles and templates, and multi-page documents.

Word – Basic

Prerequisite: PC knowledge and Windows
CE.CMS-036-91 M, W, 6:30-9:30 p.m.
9/12/22 – 9/21/22 4 sessions, ROH, 1.2 CEU
$180

Word – Advanced

Prerequisite: PC knowledge, Windows & Word Basic
CE.CMS-037-91 M, W, 6:30-9:30 p.m.
9/26/22 – 9/28/22 2 sessions, ROH, .6 CEU
$110

Microsoft Excel 2016

Never before have spreadsheets had such powerful features! In Basic, learn to create simple or complex financial sheets and organize data with impressive word processing capabilities. Learn to build and edit worksheets, format, and work with charts and formulas. In Intermediate, you will learn to create complex formulas, work with multiple spreadsheets, enhance charts and worksheets. In Advanced, you will learn math and statistical functions, lookups, data tables, exporting and importing and Smart Art.

Excel – Basic

Prerequisite: PC knowledge and Windows
CE.CMS-038-91 M, W, 6:30-9:30 p.m.
10/3/22 – 10/12/22 4 sessions, ROH, 1.2 CEU
$180

Excel – Intermediate

Prerequisite: PC knowledge, Windows and Excel Basic
CE.CMS-039-91 M, W, 6:30-9:30 p.m.
10/17/22 – 10/26/22 4 sessions, ROH, 1.2 CEU
$180

Excel – Advanced

Prerequisite: PC knowledge, Windows and Excel I
CE.CMS-069-91 M, W, 6:30-9:30 p.m.
11/7/22 – 11/9/22 2 sessions, .6 CEU
$110

Microsoft Powerpoint 2016

Create impressive animated presentations, flyers, signs, and advertising layout using Powerpoint's special features. Add sound, images, and moving objects.

Powerpoint – Basic

Prerequisite: PC knowledge and Windows
CE.CMS-042-92 M, W, 6:30-9:30 p.m.
11/14/22 – 11/16/22 2 sessions, ROH, .6 CEU
$110

DAY ABBREVIATIONS

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R=Thursday, F=Friday, S=Saturday, U=Sunday

LOCATION ABBREVIATION CODES

BLK = CCC Blackwood Campus
CAM = CCC Camden City Campus
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RETC = Regional Emergency Training Center, Blackwood

NONPROFIT ORGANIZATIONS

NPDC WORKSHOPS AT CAMDEN COUNTY COLLEGE: SPRING 2022

Via Zoom and In-Person at
CCC Rohrer Center, Cherry Hill
Wednesdays – 6 to 8:30 p.m.

The Camden County College Workshop Series on Non Profit Management has been created for leadership track NPO mangers and others wishing to broaden their skills and knowledge. To register, go to camdencc.edu/CE or call 888-228-2466.

Program participants learn to identify, understand, and apply a broad spectrum of management skills and practices in 10 critical areas of NPO program management. Participants can register for one workshop, several, or all 10.

The curriculum has been curated by the Board of the Non Profit Development Center of Southern New Jersey. For more information, call NPDCSNJ's Michael Willmann at 856-278-333

Marketing the NPO on a Shoestring Budget: *"Earned Media" and Collaboration* **[O]**

Includes two-dozen specific money-saving tips on making "earned media" (public relations) work for you. Plus two-dozen additional tips on how to collaborate with other organizations to lighten your load. Remember: in order to get people to sit up and take notice, YOU have to sit up and take notice of what makes people sit up and take notice!

CE.BUS-030-71

9/14/22	W, 6-8:30 p.m.
$30	Online

Digital Fundraising: *Getting the Money You Need...Using* ***Online*** *Tools and Tactics* **[O]**

The best outreach leads to the most effective communication, stronger relationships, and better fundraising. So, how can you ensure you have the best outreach? This is an introduction to the new world of **online** fundraising…the concepts, practices and tools that are available to you, including the creation and use of endowments. Topics include understanding funding trends, classifying and motivating donors (i.e., individuals, business organization, funders, and foundations), creating and utilizing a Case Statement, and analyzing and deploying alternative fundraising strategies.

CE.BUS 026-71

9/21/22	W, 6-8:30 p.m.
$30	Online

Creating and Executing Virtual Events: *New Ways To "Meet" and "Connect" Online* **[O]**

The extraordinary challenges that have come with navigating the Pandemic have forced organizations to find new ways to meet, network, intersect/connect and create visibility with and among target audiences. How can you use Zoom, GoToMeeting and other new digital tools to achieve your "meeting" goals digitally?

CE.BUS-040-71

10/5/22	W, 6-8:30 p.m.
$30	Online

Human Resources and Employment Law: *Creating a Positive Work Environment* **[O]**

Introduction to the role of HR in nonprofit management. Topics include understanding workplace laws and legal relationships, including creation of an Employee Handbook, creating a positive work environment, and utilizing a step-by-step process for addressing performance problems and making the best hiring decisions. Additional topics include FMLA, ADA, diversity inclusion in hiring, "firing without fear," at-will employment, discrimination investigations (including potential classes), and medical marijuana.

CE.BUS-033-71

9/28/22	W, 6-8:30 p.m.
$30	Online

Social Media for NPOs: *Making the Most Popular Online Platforms Work for You* **[O]**

Facebook, YouTube, Instagram, Twitter? How many social media platforms do you need? Should you blog or create a vlog? How often should you post? Which platforms should you use? And how can you use them effectively… especially if you're not a social media maven?

CE.BUS-038-71

10/12/22	W, 6-8:30 p.m.
$30	Online

Grant Writing: *Effectively Presenting Your Organization's Case for Support* **[O]**

One of the most important points of access for NPO fundraising is the pursuit of direct grants. Learn how and where to find sources for grants and, having found them, to effectively present your organization's case for support. This workshop is an introduction to the process, structure, and skill of professional proposal writing. Participants will get solid understanding of not only the ideal proposal structure, but a holistic understanding of the essential factors, which determine whether or not a program gets funded.

CE.BUS-041-71

10/19/22	W, 6-8:30 p.m.
$30	Online

NONPROFIT ORGANIZATIONS

Diversity, Equity, and Inclusion: *What It Is, Why It's Important, and How to Foster It* [O]

Introduction to assessing your diversity, equity and inclusion within your organization and becoming a more diverse and inclusive organization. Includes the role of foundations in fostering NPO diversity.

CE.BUS 039-71
10/26/22 W, 6-8:30 p.m.
$30 Online

Board Governance: *What Every NPO Board Member Needs to Know* [O]

Learn how boards should (and actually) work, responsibilities of board membership, and legal expectations deriving from board members' fiduciary responsibilities. Topics include recruiting and election, expectations (i.e., "Give, Get, or Get Off"), tools for evaluating board performance, succession planning, and term limits, and insurance requirements for NPOs, including Workers Comp, Officers & Directors, Errors and Omission, and General Liability.

CE.BUS-029-71
11/2/22 W, 6-8:30 p.m.
$30 Online

Success Metrics and Program Impact: *How Do You Know If You're Successful* [O]

Many experts contend that "you are what you count." So, what should you be counting and how can you be sure that you are being objective? And why does it matter? When your funders are deciding whether to continue, expand, or cut back their support, they want to know what you're "measuring" and how successful you are. You can't afford to disappoint them. Become familiar with common success metrics, CQI, and change management, including evaluation tools and step-by-step program assessment.

CE.BUS-032-71
11/9/22 W, 6-8:30 p.m.
$30 Online

Volunteer Management: *Finding Great Volunteers and Keeping Them* [O]

Introduction to the recruitment, management, and recognition of volunteers, including vetting and background checks, skill/need matching, and recognition.

CE.BUS-034-71
11/16/22 W, 6-8:30 p.m.
$30 Online

BUSINESS & PROFESSIONAL

STARTING YOUR OWN BUSINESS

Small, growing businesses need help, especially practical advice and ideas that work. These workshops are designed to give you the business management skills necessary to succeed in today's competitive market.

Introduction to Small Business Ownership (Session 1)

Participants will be introduced to what it takes to start or purchase a small business. Economic climate and other factors of business ownership are discussed with an emphasis on a positive approach to this series of seminars.

CE.BUS-001-72 1 session, .25 CEU
9/28/22 W, 6:30-9 p.m.
$35 ROH

The Business Plan Part I: Planning Process (Session 2)

This seminar concentrates on the organization and elements of a basic business plan. Learn the uses of a business plan and when and why it is necessary – a must for people starting their own business or business owners seeking financing.

CE.BUS 002-72 1 session, .25 CEU
10/5/22 W, 6:30-9 p.m.
$35 ROH

The Business Plan Part II: Marketing and Promotion (Session 3)

This seminar continues from Part I, the Planning Process, by focusing on the business plan and its effect on marketing and promotion for the business owner.

CE.BUS 010-72 1 session, .25 CEU
10/12/22 W, 6:30-9 p.m.
$35 ROH

Creating a Budget for Your Small Business (Session 4)

Learn to plan and forecast your cash needs in order to start, operate, or purchase a business. This step-by-step seminar concentrates on the basics of cash flow planning. Learn to plan your own cash flow from actual case studies. This seminar teaches you the proper format and purpose of this vital part of operating a small business.

CE.BUS 003-72	1 session, .25 CEU
10/19/22	W, 6:30-9 p.m.
$35	ROH

Financing a Small Business (Session 5)

Learn where and how to borrow money, the do's and don'ts of borrowing, and the different sources of money available to you. Learn how to build the proper banking relationship and what is needed to secure a business loan.

CE.BUS 004-72	1 session, .25 CEU
10/26/22	W, 6:30-9 p.m.
$35	ROH

Taxes and Record Keeping (Session 6)

Learn what type of business entity is right for you. Learn what legal and tax benefits are available to you in starting or owning your own business. This seminar concentrates on various legal forms of business, their costs, tax reporting, and benefits to the small business owner. 0.25 CEU's

CE.BUS-005-71	1 session, .25 CEU
11/2/22	W, 6:30-9 p.m.
$35	ROH

Notary Public Training Program

This class will educate you on how to obtain your notary commission for the State of New Jersey. In addition, you will acquire skills and tools to complete your state assigned job duties as described by the New Jersey Department of Revenue. We will explore what a notary can do; what liability a notary faces; and how to earn money from notary services. This course meets the standards of the New Jersey Notary Association.

CE.BUS-014-61	1 session
11/5/22	S, 9 a.m.-1 p.m.
$69	ROH

DAY ABBREVIATIONS

M=Monday, T=Tuesday, W=Wednesday, R=Thursday, F=Friday, S=Saturday, U=Sunday

Law for Landlords & Tenants

Whether you are just leasing a room for the school year or managing a multi-unit apartment complex, you can benefit from this how-to-approach to New Jersey landlord/tenant law. This course is primarily intended for landlords and their managing agents but will also benefit tenants who want to know their rights. The course covers the things you should look for in leases, what you can do to check out a tenant before leasing, the rights and responsibilities on both sides, security deposits, right to renew, dealing with late rent payments, grounds for eviction and required notices to quit. The student will also learn how to file and prosecute or defend a suit for eviction as well as how to prosecute or defend suits for unpaid rent, excess damage, and return of security deposits.

CE.BUS-015-51	2 sessions
10/4/22 – 10/11/22	T, 6:30-9 p.m.
$50	ROH

Sue Yourself

Did your tenant leave without paying? Does somebody owe you or your business money? Does your business have trouble with collections? Learn how to use the courts to collect without having to hire a lawyer. This course teaches you how to prosecute (or defend) suits in the New Jersey Small Claims Court by yourself. The student will learn how to sue for money owed, damage to property, unpaid rent, return of rental security deposits, and many other claims for money damages. Even businesses that sell out-of-state or over the internet can do this with proper preparation. The student will also learn how to collect money damage after the court awards judgment. This course is ideal for business owners, managers, and landlords.

CE.BUS-016-71	2 sessions
10/18/22 – 10/25/22	T, 6:30-9 p.m.
$50	ROH

Loan Signing Agent

Advanced Notary Public Education & Training for New Jersey Notaries

This course is designed to assist the current notary with a knowledge, understanding and training for the sub-specialty as a notary signing agent handling loan document packages for lenders, mortgage companies and other financial institutions. Follow a signing from start to finish. See actual loan documents and take practice loan documents home. Affirms the standards of the New Jersey laws concerning the position of a New Jersey Notary Public from the New Jersey Division of Revenue. 0.8 CEU's

CE.BUS 023-61	1 session
11/19/22	S, 9 a.m.-5 p.m.
$150	ROH

BUSINESS & PROFESSIONAL

Get More Customers through Google with Search Engine Optimization

SEO or 'Search Engine Optimization' is the process of optimizing your website to show up higher in search engine results. Unlike search engine advertising or "pay-per-click" marketing, clicks from organic search results don't cost you anything. This workshop is designed to help marketers of any size business to understand the key elements of SEO and the fundamentals needed to start their own campaign.

CE.PRO-134-01
9/6/22 1 session T, 1-4 p.m. ROH $25 .3 CEU's

Real Estate Licensing [L] [A]

FIN-215 – Real Estate Sales

This is a basic five-credit course in the principles of real estate and includes the study of property interests, contracts, financing, titles, deeds, closings, appraising, leases, Federal laws, NJ statutes, and NJ Real Estate Commission rules and regulations. This course is designed to prepare students to sit for the NJ Real Estate Salesperson Exam.

Course #: FIN-215 Location: Online & BLK Cost: $399
(shipment of textbook is an additional $15 payable to the Weichert school. PSI exam fee is $45 each time taken.)

New classes are being scheduled frequently. Please view current course offerings on webadvisor located at www.camdencc.edu/ce, click on Register online via webadvisor link, click on Register and Pay for Continuing Education Classes (Course Code Number FI-215) or call for details.

Because this is a cooperative course – taught in conjunction with Weichert Real Estate School – policies and procedures may vary from the College's standard policies governing credit classes:

- This course is not eligible for a tuition waiver (Unemployment, National Guard, Senior Citizen discount, College employees, etc.)
- New Jersey Licensing: An applicant for a NJ real estate salesperson's license must be at least 18 years old and have a high school diploma or GED. A student must pass the 75 hour course, pass the state exam ($60), and have a NJ broker sponsor their license. The NJ Real Estate Commission will conduct a criminal background check on all Agent candidates.
- Payment in full is required at the time of registration. Fee includes textbook, registration and class. Refunds will be issued only if the class is cancelled or if the student elects to drop the class at least 5 days before the date that the class is scheduled to begin. Thereafter, there are no refunds given.

Registration Contact Information: 856-374-4955

Career Assistance!

The Career & Technical Institute of Camden County College's Job Developer is available to assist all registered CTI students as well as CTI graduates with developing, evaluating and implementing career and employment search strategies. Provided services such as resume preparations, mock interviews, job and intern searches, along with recruitment opportunities are intended to assist new job seekers as well as those returning to the workforce. CTI of CCC is committed to providing students with current, comprehensive information along with the skills and techniques necessary to compete and succeed in any job market.

Blackwood Campus, Community Center 101B
tradetraining@camdencc.edu

Online Basic Skills Training for New Jersey Employees

Training Programs Include:

- Communications – Verbal and Written
- Mathematics and Measurements
- English as a Second Language
- Spanish in the Workplace
- Customer Service
- Business Etiquette & Personal Professionalism
- PC Skills – Microsoft Windows, Outlook, Excel, Word, PowerPoint
- Managing Remote Teams and Stress
- Leadership Skills
- Time Management
- Problem Solving
- Team Building

Now in its 15th year, NJBIA Basic Skills Training has been made available through a partnership between the New Jersey Business & Industry Association (NJBIA), the New Jersey Community College Consortium for Workforce and Economic Development, and the NJ Department of Labor and Workforce Development.

Requirements: To attend this training, you must be currently employed in the state of New Jersey. Public sector employees and those who are unemployed, are not eligible to participate. Classes fill up quickly and are reserved on a first come, first serve basis.

Ways to Participate:

Attend a dedicated class for your organization. A minimum of 10 employees is required. Classes can be delivered online, at your site, or at any of our campus locations.

Individuals can attend open enrollment classes online, or scheduled at our campus locations with other employers.

For more information contact:
Carol McCormick
856-874-6025
cmccormick@camdencc.edu

CAMDEN COUNTY COLLEGE

The Corporate Training Institute at Camden County College:

Your workplace training partner...
Supporting your organizational objectives...
Providing customized solutions that deliver results...

Think of us as an extension of your training department. Let us assist you in training your employees and taking your business to the next level.

Training programs available:
Employee Development
Management/Leadership and Supervisory Skills
Manufacturing
Computer and Technical Training
Languages
Communication Skills
Sales and Marketing
Customer Service
Workplace Literacy

CORPORATE TRAINING INSTITUTE

CAMDEN COUNTY COLLEGE

For more information contact:
Carol McCormick
856-874-6025
cmccormick@camdencc.edu

Certified Substitute Teacher Program

Do you have 60 college credits? Interested in Substitute Teaching?

Camden County College's Faculty Development Institute, in cooperation with the school districts in Camden County, offers a comprehensive training seminar to prepare individuals who seek to become substitute teachers. The Certified Substitute Teacher seminar also reinforces effective strategies for substitutes currently employed by local school districts. Topics of the seminar include: successful classroom management techniques, cultivating positive first impressions, developing rapport with students and colleagues, articulating clear lesson goals, making efficient use of instructional time and professionalism in a school setting, etc. Instructors will discuss the state application process, including the completion of related paperwork, and offer tips on resume development. Safety issues and models of instruction during the pandemic will also be discussed. Participants must have completed a minimum of 60 college credits and successfully undergo a criminal background check to qualify as a substitute teacher. A certificate of completion will be awarded at the end of the seminar.

Cost - $190 (Additional fees for state application and criminal background check)
Program will be held on the Blackwood Campus.
Please call (856) 227-7200, ext. 4236 for more information.

CE.SUB-001
Fri 12 noon-5 p.m.
Sat 9 a.m.-5 p.m. (will include a short break for lunch)

9/23/22 – 9/24/22
11/18/22 – 11/19/22

Creating a Classroom Website [O]

Learn how to create a classroom website in this fun, easy-to-understand course for teachers. In no time, you'll build a site with text, images, animations, tables, links, and more. Then you'll create a WebQuest and a blog to add to your site.

You'll also learn how students can use site builders to create their own websites in minutes. As we move along, you'll be amazed by how simple creating a classroom website can be and all the ways in which having one can make you a more effective and dynamic teacher.

By the end of this course, you'll have your own published classroom website, and you'll feel energized by your great new teaching tool!

*for pricing and date information, please visit www.ed2go.com/camdencc

Creative Classroom [O]

Creativity will abound in your classroom as you tap your students' hidden talents. Learn how to use creativity to teach reading, writing, visual arts, performing arts, social studies, science, mathematics, and physical and health education. Develop creative new approaches to field trips, learning labs, activities, exercises, assignments, and evaluation methods. Think beyond the textbook and challenge your students by making your classroom a creative classroom!

*for pricing and date information, please visit www.ed2go.com/camdencc

[P] – Pre-Apprenticeship program
[A] – Articulation opportunity available upon successful completion (visit camdencc.edu/priorlearning)
[L] – License Prep. Course
[O] – Online Course

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BLK = CCC Blackwood Campus
CAM = CCC Camden City Campus
ROH = CCC William G. Rohrer Center, Cherry Hill
CCTS-GT = Camden County Technical Schools, Sicklerville
CCTS-PENN = Camden County Technical Schools, Pennsauken
RETC = Regional Emergency Training Center, Blackwood

TEACHING OUR TEACHERS

The **Education School Services Center at Camden County College** provides quality workshops, conferences and other services for pre-K to 12 school districts. Our School Services personnel organize professional development for school administrators, teachers, and paraprofessionals both on our campuses in Blackwood, Cherry Hill, and Camden, ***as well as on site in your district***.

Allow us to guide you in the right direction as your district makes plans to improve student achievement. Our staff are practiced field educators who can guide you to increase your educational effectiveness. Please feel free to contact us at **(856) 227-7200, ext. 4165** or visit our website at **www.camdencc.edu/school-services** for full workshop descriptions and more information.

$149 per Session

Thursday, January 6, 2022 - RTI and Reading Disability

Wednesday, July 13,2022 - Primary Ed Conference- "Providing Support for Struggling Readers"

Monday, September 19, 2022 - Foundations of Inclusive Ed., Disability Studies, and IEP's

Friday, September 23, 2022 - Getting Off To A Good Start: Writing Useful IEPs

Tuesday, September 27, 2022 - Teaching After the Pandemic

Wednesday, September 28, 2022 - Reading For Meaning Grades 6-12

Thursday, September 29, 2022 - Teaching Entrepreneurial Skills to Students

Monday, October 3, 2022 - Equity and Schooling: How understanding the past will help us address the present and move into the future

Tuesday, October 4, 2022 - Research-Based Effective Teaching Practices

Tuesday, October 4, 2022 - Writer's Workshop and the Use of Mentor Texts in Writing - Grades K-5

Tuesday, October 11, 2022 - Best Practices in Your Literacy Program Grades K-3

Wednesday October 12, 2022 - Evolve Student Engagement

Thursday, October 13, 2022 - Supporting Mental Health in the Classroom

Tuesday, October 18,2022 - Digital Tools for Littlest Authors

Wednesday, October 19, 2022 - Science of Reading Part 1

Thursday, October 20, 2022 - Writing with Spice

Tuesday, October 25, 2022 - Best Practices for Students with Autism in Sp.Ed.& Inclusive Classrooms

Thursday, October 27, 2022 - Meditation Workshop

Friday, October 28, 2022 - ACCA National Model for Counselors

Wednesday, November 2, 2022 - Reading for Meaning Grades 1 to 4

Friday, November 4, 2022 - Writing Meaningful Transition Plans (half day)

Tuesday, November 8, 2022 - Understanding Fractions

Wednesday, November 9, 2022 - Evolve Ed. Tech for Administrators

Wednesday, November 9, 2022 - Phonics...The English Language is Crazy...But is it?

Friday, November 11 , 2022 - Reaching All Learners

Tuesday, November 15, 2022 - Best Practices for Paraprofessionals

Wednesday, November 16, 2022 - What's all the Hoopla about Decodable Texts

Friday, December 2, 2022 - School Counseling Related to School Climate and Multi-Tiered Systems of Support

Tuesday, December 6, 2022 - Creating an Engaging Learning Environment

2022 Fall Live from Surgeries:

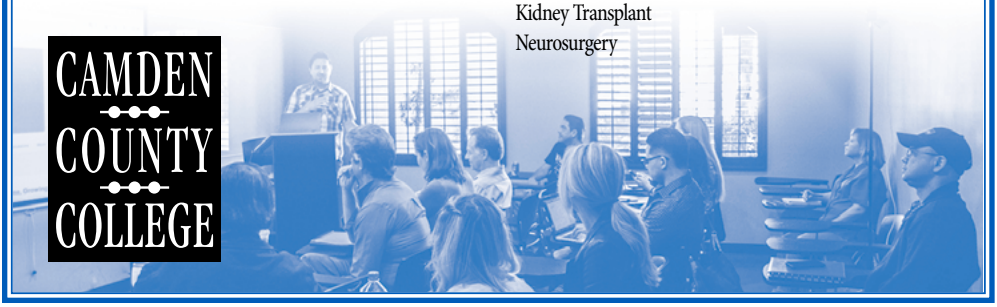
Dates to Be Determined in August

Robotic Surgery

Kidney Transplant

Neurosurgery

CAMDEN COUNTY COLLEGE



ONLINE PROGRAMS

CAMDEN COUNTY COLLEGE WITH ED2GO

Camden County College is pleased to be partnered with EducationToGo (Ed2Go), a leading provider of online training, to provide an array of courses in numerous areas such as allied health, computers, business, paralegal and personal enrichment. All you need to get started is a computer with internet access, an e-mail address and a web browser. All instruction takes place on your computer at home or at work during the hours you choose.

All online courses are six weeks, and students are granted to lessons through their online instruction each week. Each lesson is accompanied by an interactive discussion area. Quizzes and tests are part of the course to enable you to assess your understanding. After successful completion of the course, you are able to download a letter of completion for your records.

We recommend that you visit the website below to review the course outline, special software or book requirements, and sample lessons before you register. Monthly start dates available.

Visit www.ed2go.com/camdencc for a complete course listing & start dates.

Steps To Register for Online Courses with Education To Go

1. Log onto www.ed2go.com/camdencc to select your course(s) and start date.
2. Once you select your course(s), click the "enroll now" button and follow the steps indicated to complete your registration and provide payment.
3. Complete the required orientation which will allow you to choose your user name and password that you will use during the course. If you are a new student, click to create a new username and password. If you are a returning online student, you can use the same username and password that you did before. If you have registered for more than one course, you will need to complete the orientation process for each class.
4. On the day of the start date you chose, return to the online instruction center and click the classroom link to begin your studies.

**Please note that course discounts or waivers are not accepted for online courses and programs.*

CAREER TRAINING WITH ED2GO

Camden County College is pleased to be partnered with Ed2Go to provide an array of training programs in numerous areas such as health care, IT and software development, media and design, hospitality, sustainable energy, and management and corporate. All you need to get started is a computer with internet access, an e-mail address, and a web-browser. All instruction takes place on your computer at home or at work during the hours you choose. To review the course outlines, required materials, etc. for the career programs, please visit Ed2Go's website shown in blue below.

Visit careertraining.ed2go.com/camdencc for the entire course catalog.

Steps to Register for Online Career Programs With Education To Go

1. Choose your desired program and start date. Complete your registration and payment at **https://careertraining.ed2go.com/camdencc**.
2. You will receive an e-mail from them providing your username and password. Once you receive this information, you are able to begin the program.

The following is a brief listing of the career programs available through Ed2Go:

- Certified Electronic Health Records Specialist
- Medical Transcriptionist
- Marketing Design Certificate
- Multimedia Arts Certificate
- Web Design Certificate
- Video Game Design and Development
- Certified Wedding Planner
- Graphic Design with Photoshop CS5
- Human Resource Professional
- Purchasing and Supply Chain Management
- Chartered Tax Professional
- Six Sigma Green
- Six Sigma Black
- AutoCAD 3D
- Forensic Computer Examiner
- Microsoft Web Developer
- Web Applications Developer

Please visit **www.ed2go.com/camdencc** and **https://careertraining.ed2go.com/camdencc** for the entire course catalog.

ONLINE PROGRAMS

Project Management Fundamentals

In this course, an experienced Project Management Professional will help you master the essentials of project management. You will become an indispensable member of your project team by discovering and mastering the critical concepts you need to plan, implement, control and close any type of project. You will learn about project politics and ethics, project measurements, and project closure. You will be able to develop all sections of a project plan, you will become comfortable with the project management body of knowledge, and you will develop a variety of powerful techniques to generate project ideas.

Stocks, Bonds, and Investing: Oh, My!

Looking for a good solid class in the basics of stocks, bonds, finance, and investing? Haven't the slightest clue how to prepare for retirement, pay for college, or even manage your personal finances? Do you wish you could do it all without having to pay a broker or a financial advisor? Well, look no further. The class you need is right here.

Stocks, Bonds, and Investing; Oh My! is an enjoyable class that walks you through the fundamentals of investing. The course will not only teach you about the stock markets, 401k plans, and retirement, but it will also address personal financial issues that are often ignored, but absolutely essential, to your success as an investor. Each lesson explains these concepts in detail, so you understand how and why things work in the investment world. Provide yourself with the independence and confidence you will need to make your own investment decisions.

Creating Web Pages

Create and post your very own website using HTML. You will learn the best strategies for planning the content, structure, and layout of your website as well as creating pages with neatly formatted text, building links between the pages, and more! This course will also cover search engine optimization and powerful no-cost or low-cost web marketing strategies.

Blogging and Podcasting for Beginners

Blogging and Podcasting for Beginners will teach you how to plan and create your very own blog and podcast. Through hands-on exercises, you will discover the benefits of using free web tools like Blogger, WordPress, Audacity, and YouTube. You will find that creating a blog and podcast is much easier than you ever imagined.

First, you will learn how to develop a plan for the content, setup, maintenance, and how to use free blogging software like Blogger and WordPress to put that plan into action. After that, learn how to record a professional-sounding audio podcast with a very simple recording tool you already have. You will edit the file with another free software program, add music to it, and then post it online for others to enjoy. Finally, you will find out how to record a video podcast. You will edit it, add special effects, drop in a podcasting-safe music file, and then publish it online.

Mastering Public Speaking

You can become an effective public speaker! In this course, you will discover how to talk confidently and persuasively to both large audiences and small groups. You will also learn how to plan and deliver your presentations skillfully and how to manage one of the most common public speaking barriers—fear. You'll learn the secrets to presenting a speech, how to handle questions and manage conflict in meetings, and even how to shine in a job interview. You will get tips for training your voice and learn how to use both verbal and nonverbal communication effectively. By the time you finish this course, you'll have an entire set of skills you can use on the job, in social settings, and in any other situation where you need to communicate with ease and authority!

Secrets of Better Photography

Secrets of Better Photography will teach you how to take outstanding photos. Whether you use a DSLR, a point-and-shoot camera, or your phone for your photography, you will learn how to get the best results from your camera.

This hands-on course will teach you how to choose the right photographic equipment to compose images with style. You can take your camera out of auto mode after learning about lighting, motion, aperture, shutter speed, and ISO settings. You will also explore common photography topics, including portraiture, children's photography, pet photography, and digital editing. Each lesson includes exercises and assignments, so you can apply what you learned to your own camera. By the time you finish, you will see a difference in both your photographer's eye and your photos.

Personal Finance

Do you have clear financial goals? Are you confident you will be able to retire someday? How can be sure you are making the right investments? Do you know how to change your credit report to reduce your expenses and increase your financial security? Do you know how to keep good financial records?

This course will prepare you for a lifetime of worthwhile personal financial planning. The tools you will learn are useful, realistic, and easy to work into your regular routine. They will help you gain control over the financial impact of the choices you make. You

will learn to create and use a budget, borrow and invest wisely, make intelligent decisions about insurance, and plan for your financial future. You will develop a retirement savings plan, and you will be better prepared to make large purchases and plan for taxes. You will learn the essentials of household bookkeeping, recordkeeping requirements, and much, much more.

Procurement & Purchasing Management

A career in purchasing can be fun and rewarding if you have the right skill set to succeed on the job. According to the Bureau of Labor Statistics, there are about 526,000 purchasing related jobs, and the median annual wage for purchasing managers was $121,110 in May 2019.

Buyers and purchasing agents buy products and services for organizations to use or to resell. But the job isn't as simple as just shopping. These professionals must consider many factors when purchasing such as budget, price, availability, demand, logistics, reliability of suppliers, and technical support. Purchasing managers oversee the work of buyers and purchasing agents. In addition, they must be able to accurately report on activity and forecast future events.

The Procurement & Purchasing Management course will introduce you to the basics of the supply chain process, management, purchasing, and contracting issues to provide you with the skills you need for a successful career. It is designed for anyone working in or interested in working in purchasing, logistics, or procurement.

Certified Digital Marketing Professional (Voucher Included)

A digital marketing professional is a 360-degree digital marketer with a solid foundation and working knowledge of all digital marketing domains. The primary objectives of a digital marketing specialist are to increase brand awareness, promote products, build traffic on the branded website, acquire new customers, generate product interest among prospects and create high product visibility among distinct audiences. Requirements for online marketing certification are based on a combination of applied industry experience, education, and certification exam results designed by industry thought leaders, experts, renowned authors, and educators in the field. The skills and knowledge you obtain from this course will prepare you to proceed with the Online Marketing Certified Professional (OMCP) certification.

This course offers enrollment with a voucher. The voucher is prepaid access to sit for the certifying exam upon eligibility.

Certified Residential Interior Designer

If you love coming up with creative designs and interior decorating that will turn a house into a home—or add a unique touch to any space—and want to make those dreams a reality, our interior design certification course is for you. This residential interior design course is perfect for both aspiring and current designers who want to increase their education, career opportunities, and professional status in the interior design industry. Take the first step toward a fulfilling career in this creative industry today with this course.

When looking for interior design classes, you want to make sure you're getting the best education possible. This Certified Residential Interior Designer course will teach you the fundamentals and ethical practices involved in becoming a residential interior designer and provide you with invaluable insights on running your own design business and building your client base. Your interior design coursework will also include valuable documents and exercises to help you practice and develop your skills. By the end of the course, you will be able to use your design concepts in a portfolio to present to potential clients.

The Residential Interior Designer Education (R.I.D.E.) exam is the final exam in the course and is included with enrollment. The R.I.D.E. credential provided by the Designer Society of America (DSA) will increase your status with potential clients and make you a stronger candidate in the industry. Once you achieve this certification, you will receive a free one-year DSA membership.

Introduction to Interior Design

Are you a creative person with an eye for design? If so, this course will show you how to transform plain living spaces into beautiful and functional rooms.
Interior design takes training as well as talent, and these lessons will give you the know-how you need to design a room from floor to ceiling. You'll delve into color theory, industry trends, spatial arrangements, floor plans, traditional and modern interior design ideas, and other basics. In addition, you'll explore a range of careers in interior design and get insider tips for entering this exciting field.

Because interior design is constantly evolving, you'll also learn about some of the latest trends affecting the industry. You'll investigate "green" sustainable design, and you'll find out how to modify your designs for people with special needs.

As you master design skills step-by-step, you'll complete your first project: a fully developed room design complete with spatial layout, lighting, and finish selections. Your new knowledge and hands-on practice will give you the confidence you need to start creating beautiful residential interiors for yourself and others.

ONLINE PROGRAMS

Computer Skills for the Workplace

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

Introduction to Python 3 Programming

Enhance your professional profile by adding Python to your programming skills.

Medical Terminology: A Word Association Approach

Prepare for a career in the health services industry by learning medical terminology in a memorable and enjoyable fashion.

Medical Billing and Coding (Voucher Included)

Train for an in-demand healthcare career in medical billing and coding and prepare for industry certification in this course.

Medical Billing and Coding: Explore a Career in Medical Coding

Learn how to use the CPT manual and the ICD-10-CM to find medical codes for any disease, condition, treatment, or surgical procedure.

Certified Paralegal

In this online course, you will train for a career as a paralegal. You will learn how to fulfill the standard duties associated with this vital role. After completing this course, you will be prepared to sit for and pass the Certified Paralegal (CP) exam.

Speed Spanish

Learn six easy recipes to glue Spanish words together into sentences, and you'll be engaging in conversational Spanish in no time.

Accounting Fundamentals

Gain a marketable new skill by learning the basics of double-entry bookkeeping, financial reporting, and more.

A to Z Grant Writing

This course provides students with the hands-on experience and knowledge they need to successfully begin writing grant proposals, including real-world scenarios, and the opportunity to improve their work by reviewing previous grant proposals completed by peers.

Effective Business Writing

Do you have a nagging suspicion that a small improvement in your writing skills might also improve your career prospects? Don't let small gaps in your business writing skills prevent you from reaching your full potential! It doesn't matter whether you're a clerical worker, an engineer, or an executive. If you communicate with others in writing, you need this course to help you identify and eliminate problem areas. By the end of this course, you'll know the secret to developing powerful written documents that immediately draw readers in and keep them motivated to continue until your very last, well-chosen word

Freight Broker/Agent Training

This online course will prepare you to enter the freight/logistics industry and start your own freight broker business or become a freight agent.

Please visit **www.ed2go.com/camdencc** and **https://careertraining.ed2go.com/camdencc** for the entire course catalog.

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CCTS-PENN = Camden County Technical Schools, Pennsauken
RETC = Regional Emergency Training Center, Blackwood

PERSONAL ENRICHMENT

The Personal Enrichment Center is dedicated to fulfilling the goals of the college's mission statement by offering continuing education courses and programs which will provide cultural, social, and recreational activities to the community. A selection of personal development courses in areas such as languages, arts and crafts, dancing, music and theater, health, sports and fitness, personal growth, and senior programs.

The Stand Up Comedy Workshop

Ever wonder how, stand up comics can make a room of people laugh with only a microphone? Always wanted to give it a try, but it seemed too scary? Want to improve your confidence, spark your self-esteem, and gain the ability to speak in front of others? In this course, you will learn the secrets that will assist you in the process such as timing, structure, and pace. This workshop is excellent for actors looking to add another craft, people in the workplace who wish to gain public speaking skills, and those interested in starting a career in the art of stand up comedy. Vince Valentine, Professional Comedian and Star of Broadway's One Person Comedy, "Defending the Caveman" will show you how to write, perform and produce Stand Up Comedy.

CE.ENR-004-51	BLK
Cost: $140	10/15/22 – 12/3/22
8 sessions	S, 10 a.m. - 12 p.m.

Stand Up Comedy 102

Tired of hitting those Open Mics and not seeing any results? Tired of doing the same set or looking to add to the one you already have? Looking for a fresh set of eyes and ears to punch up your set and hone your on-stage presence? Take the NEXT STEP with Vince Valentine's Stand Up 102! This class will help you become the best Stand Up you can be. Excellent for those comics who already attended Vince Valentine's Stand Up 101 workshop or for those comedians who have already been on stage. Class will also include a guest professional comic who will offer constructive feedback and professional insight.

CE.ENR-257-01	BLK
Cost: $140	11/5/22 – 12/3/22
5 sessions	S, 12:30 p.m. – 2:30 p.m.

Basic Photography and Presentation

No matter what camera you use, you can enjoy creating great images. This class will introduce students to the many exciting areas of photography. We will review basic camera operation, lighting, composition and everything you need to take better pictures. We will also focus on presentation and what to do with all those images. Class assignments, which are optional, will be encouraged to help enhance your creative side.

CE.ENR-001-51	BLK
Cost: $100	9/12/22 – 10/24/22
7 sessions	M, 7:30-9:30 p.m.

Photography: Portraits and Lighting

In this specialized photography class, you will learn how to use natural light, studio lights, small flash, and other equipment to create beautiful portraits. Learn how to use camera settings to create the images you have always imagined. In the class, you will discover how to pose and work with subjects, and we will also study the works of master photographers and discuss their techniques. Any images that class participants would like to have reviewed for a friendly critique of the techniques learned in class is encouraged. At the end of class, students will have gained the knowledge needed to create the type of portrait images they have always envisioned.

CE.ENR-215-51	BLK
Cost: $100	9/28/22 – 11/9/22
7 sessions	W, 7:30-9:30 p.m.

Photography II

In Photography II, Students will put to use all the information they have learned in the Basic Photography class. We will study several different genres of photography including Landscape, Night (Long Exposure), Abstract, Black and White, Macro and more. We also dive deeper into post processing of images. We will continue to study both contemporary and historic photographers in the stated fields. Students will be encouraged to participate in class by doing voluntary assignments and engage in fun critiques designed to help students create the images they envision.

CE.ENR-264-51	BLK
Cost: $100	10/31/22 – 12/19/22
7 Sessions	M, 7:30-9:30 p.m.

PERSONAL ENRICHMENT

Video Editing [0]

This is an introductory course for first-time and novice users of Final Cut Pro X, a professional editing software. This course will include instruction for the entirety of video creation from the importing of raw footage to the exporting of a finished video. The skills learned on Final Cut Pro X can be used for vlogs, slideshows, instructional and promotional videos, and many other genres. In addition, skills can also be used in similar software, such as iMovie. It is recommended that students have a 50GB external hard drive for class use. It is also encouraged that students bring their own footage to practice with. If students are unable to provide footage, some will be provided.

Students will need to have the software prior to the first class session. Trial may be available through the software company and can be utilized for this class session. If trial is unavailable, students will need to purchase access to the software prior to the start of class. .2 CEU's

CE.PRO-135-01	Online
Cost: $25	10/13/22
1 session	R, 6:30-8:30 p.m.

Video Editing - Premiere Pro [0]

This is an introductory course for first-time and novice users of Adobe Premiere Pro, a professional editing software. This course will include instruction for the entirety of video creation from importing of raw footage to the exporting of a finished video. The skills learned on Premiere Pro can be used for vlogs, slideshows, instructional and promotional videos, and many other genres.

Students will need to have the software prior to the first class session. Trial may be available through the software company and can be utilized for this class session. If trial is unavailable, students will need to purchase access to the software prior to the start of class. .2 CEU's.

CE.PRO-139-01	Online
Cost: $25	11/2/22
1 session	W, 6:30-8:30 p.m.

Floral Design

This course will teach students to create actual floral designs. Students must be prepared to purchase flowers from the instructor each week to use for the floral creations (approximately $25). In addition, students will need to bring a knife, wire cutters, and scissors to each class session.

CE.ENR-002-51	BLK
Cost: $65	9/20/22 – 12/6/22
10 sessions	T, 7-9 p.m.

Beginning Crochet

In this class, students will learn the basic techniques of crocheting. Instruction will center on learning the slip knot and chain stitch, single and double crochet stitch, shell stitch, and cluster stitch. In addition, we will practice increasing and decreasing, and seaming. Supplies needed for the class such as yarn, hooks, and needles will be discussed in the first class.

CE.ENR-217-51	BLK
$60	9/21/22– 11/2/22
4 sessions	(bi-Weekly)
	W, 6:30-8:30 p.m.

Career Launching – Career Advancement: My Career Change & My Career Path

This workshop is designed to help you identify the type of work that suits your skills, abilities and interests; and help you develop a personal brand in creating a career not just a job. .15 CEUs

CE.ENR-272-012	ROH
$25	9/6/22
1 session	T, 7-8:30 p.m.

OR

$25	BLK
1 session	10/4/22
	T, 5:30-7 p.m.

Goal-Setting & Leadership Skills

This workshop is designed to teach you the importance of goal-setting and help you develop leadership skills to be effective in your career. .15 CEUs

CE.ENR-273	ROH
$25	11/8/22
1 session	T, 7-8:30 p.m.

OR

$25	ROH
1 session	12/6/22
	T, 7-8:30 p.m.

Building & Maintaining Healthy Relationships

This workshop is designed to help you build and maintain a healthy relationship, it explains the characteristic traits of healthy & unhealthy relationships and your expectations. .15 CEUs

CE.ENR-274	ROH
$25	9/20/22
1 session	T, 7-8:30 p.m.

OR

$25	BLK
1 session	10/18/22
	T, 7-8:30 p.m.

Picture You Perfect – Ignite Your Light & Dress Right for Your Body Type

This workshop is designed to help you discover your body type and help you to dress for your body shape.
.15 CEUs

CE.ENR-275	ROH
$25	11/22/22
1 session	T, 7-8:30 p.m.

OR

$25	BLK
1 session	12/20/22
	T, 7-8:30 p.m.

Save $Money$ with Extreme Couponing! [O]

Learn how to save $$$ every day with extreme couponing. Coupons are NOT just for groceries. The savings can add up to HUNDREDS or even THOUSANDS of dollars every year. This comprehensive workshop will teach you:

- where to find all different types of coupons, even for high ticket items
- how to find the best coupon apps and websites
- how to match coupons with sales for maximum savings

This workshop is taught by someone who has used many couponing secrets to save thousands. The webinar login information, along with a detailed tutorial to set up your free Zoom account, will be emailed the day before class.

CE.ENR-240-01	Online
Hours: 1	10/1/22
$25	S, 6-7 p.m.

$Monetize$ Websites, Blogs, and Social Media with Affiliate Marketing [O]

Earn a passive monthly income from selling other people's products by placing a merchant-provided advertisement link on your site and get a commission for every sale, click or lead. Learn where to find 1000+ free and low cost opportunities and how to avoid scams or links that won't offer a beneficial ROI (return on investment). Learn how to find high, recurring, and second-tier commissions. You'll also learn SEO secrets to increase your site's ranking and visibility on search engines like Google. The webinar login information, along with a detailed tutorial to set up your free Zoom account, will be emailed the day before class.

CE.ENR-262-01	Online
Hours: 1	9/29/22
$25	R, 6-7 p.m.

Earn Extra Money Mystery Shopping (postrequisite) [O]

Have you seen ads telling you how to become a shopper, but only if you send them a lot of money? You do not have to pay to begin your new career in this exciting field. **(Participants should also attend "Explore 250 Legitimate Home-Based Business Ideas" immediately following to learn necessary legal aspects.)** You will learn how to sign up with legitimate mystery shopping companies for FREE, avoid the scams, create a required mystery shopping resume and profile, and take care of legalities and taxes regarding this income. You will leave with a list of 25 legitimate companies to work for. The webinar login information, along with a detailed tutorial to set up your free Zoom account, will be emailed the day before class.

CE.ENR-248-01	Online
$25	9/28/22
Hours: 1	W, 5-6 p.m.

Explore 250 Legitimate Home-Based Business Ideas [O]

Tired of working for someone else? Do you need to make more money? Turn your talents and hobbies into profits by starting a home business. Taught by a Chamber of Commerce Past President and award winning business owner, this is probably the most comprehensive business start up workshop you will ever find. You will discover:

- more than 250 legitimate home business ideas
- mandatory legal documentation
- many ways to market your product/service
- how to take tax deductions (this workshop included!)

The webinar login information, along with a detailed tutorial to set up your free Zoom account, will be emailed the day before class.

CE.ENR-241-01	Online
Hours: 2	9/28/22
$40	W, 6-8 p.m.

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PERSONAL ENRICHMENT

Make $Money$ with a Virtual Assistant/Word Processing Business (prerequisite) [O]

If you can type, then you can make money at home using your computer. Having already learned all about home-based business success **(participants must also attend "Explore 250 Legitimate Home-Based Business Ideas" immediately before)**, you will then discover how and where to find clients, 50 ways to advertise/market your services, effective home office equipment choices, and 100 ways to make money with a computer. There really is a need for your services, so learn to be your own boss, set your own hours, and make more money. The webinar login information, along with a detailed tutorial to set up your free Zoom account, will be emailed the day before class.

CE.ENR-249-01	Online
$25	9/28/22
Hours: 1	W, 8-9 p.m.

Using Amazon's Kindle Direct to Self-Publish Your Book for FREE [O]

Whether you're looking to publish a paperback novel or short ebook now or in the future, this detailed tutorial will teach you step-by-step how to create an Amazon KDP account, format your manuscript and upload it to the platform, easily create a book cover from available templates, determine pricing and royalties, develop a sales pitch for your Amazon page, and write an Amazon author bio. The webinar login information, along with a detailed tutorial to set up your free Zoom account, will be emailed the day before class.

CE.ENR-286-01	Online
$25	10/1/22
Hours: 1	S, 12-1 p.m.

Writing for Online Blogs, Magazines & Websites [O]

You don't need a journalism degree or previously published articles to write for anyone's online blog, magazine, or website. Some opportunities offer exposure, while many pay well – $1 a word and more. In this fast-paced session, you will learn how to: find ideas, sources, and more than 1,000 opportunities that pay, conduct interviews and create interesting content, protect your copyright, write query letters, and then use this credibility to sell other articles or even your self published novel. The webinar login information, along with a detailed tutorial to set up your free Zoom account, will be emailed the day before class.

CE.ENR-245-01	Online
$25	10/1/22
Hours: 1	S, 2-3 p.m.

Beginner's Guide to Starting a Free Blog [O]

Online blogging is a great way to get the word out about you, your service, your product, or information you want to share! You will learn step-by-step how to:

- start a FREE blog with WordPress
- choose a blog template
- emphasize your blog content with a creative name
- use your unique voice to share your expertise
- connect your domain/website

You will also learn how to earn an income with your blog, including links to other websites and advertising on your blog, as well as increase your internet ranking. The webinar login information, along with a detailed tutorial to set up your free Zoom account, will be emailed the day before class.

CE.ENR 281-01	Online
$40	9/29/22
Hours: 2	R, 7-9 p.m.

Introduction to Screen Writing for Television or Movies [O]

In this comprehensive session, you will learn about special screenwriting terms and formats for television and the big screen. You will also learn how to plot a story, develop characters, and execute your work in the proper screenwriting format. You will discover the difference between a Treatment, a Spec Script and a Shooting Script and when to do each. And, you'll get an inside look into the business of selling your script to agents and producers. The instructor is a journalist, author, screenwriter, agent, publisher, and adjunct online Professor of Publishing for Harvard. The webinar login information, along with a detailed tutorial to set up your free Zoom account, will be emailed the day before class.

CE.ENR-242-01	Online
$25	10/1/22
Hours: 1	S, 1-2 p.m.

Meet the Publisher/Agent – Get Your Manuscript Critiqued [0]

Have you ever wanted to talk to a real agent or publisher? Are you tired of having your manuscripts critiqued by non-professionals or paying an editor too much money to change your writing to their voice? Email one page of your in-progress manuscript for an in-class critique of your poetry, article, short story, screenplay, novel, non-fiction or children's book. (Optional: You can then send your manuscript for a professional critique (for a critique fee of $50 for up to 25 double-spaced pages + $1/page thereafter, and a list of publishers/agents who are interested in your type of work.) The instructor is a journalist, author, screenwriter, agent, publisher, and adjunct online Professor of Publishing for Harvard. The webinar login information, along with a detailed tutorial to set up your free Zoom account, will be emailed the day before class.

CE.ENR-244-01	Online
$25	9/24/22
Hours: 1	S, 4-5 p.m.

Beginner's Guide to Getting Published [0]

If your goal is to become a published freelance writer by selling a magazine article, short story, poem, or even a novel to a traditional publisher, this comprehensive workshop will guide you to, then past the editor's desk. You will discover how to:

- become a "published" writer overnight
- submit manuscripts the correct way
- find the right publisher for your work
- write irresistible query letters
- determine when and how to get an agent
- 100 ways to make money as a freelance writer

If you really want to succeed, this step-by-step workshop is a must! The webinar login information, along with a detailed tutorial to set up your free Zoom account, will be emailed the day before class.

CE.ENR-246-01	Online
$40	9/27/22
Hours: 2	T, 6-8 p.m.

Explore 50 Different Self Publishing Options [0]

(prerequisite)

Self Publishing is all the rage, but is it the best option for YOU? **(participants must attend "Beginner's Guide to Getting Published")** And, can you do both? You will discover the pros and cons of all the self publishing options, including print-on-demand and e-book publishing, as well as Amazon options. You will leave with a rated description of 50 self publishing companies. The webinar login information, along with a detailed tutorial to set up your free Zoom account, will be emailed the day before class.

CE.ENR-247-01	Online
$25	9/27/22
Hours: 1	T, 8-9 p.m.

Love Yourself, Heal Your Life, Achieve Your Dreams

Based on the philosophy of Louise Hay, You Can Heal Your Life provides a roadmap for self-healing and provides tools for maximizing the joy in your life. This course is designed to inspire people to live happier, healthier, more balanced, successful lives. It is recommended that students be familiar with the book by Louise Hay, You Can Heal Your Life.

CE.ENR-288-01	9/20/22 – 10/18/22
Cost: $90	T, 7-9 p.m.
5 sessions	BLK

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PERSONAL ENRICHMENT

Join us for fun and relaxation by learning to dance! Learn a selection of the most popular dances found today. Register early; classes fill quickly!

Dance to Exer"CIZE"

The first step towards good health is to move your body! This is not aerobics but an intro to the new dance craze that makes exercising FUN! This is a safe, fun and easy way to get in an exercise program while learning a variety of different dance moves. The movements are simple enough for beginners, older adults and those who have never before taken a dance or exercise class. Each class includes a warm up, simple dance step instruction and then applying them to music. Class does not include jumping, running or strenuous movements, but it does include FUN!

CE.ENR-225-51	ROH
$150 per person	9/19/22 – 11/21/22
10 sessions	M, 7:00 – 8:30 p.m.

Social Dancing for Weddings / Parties

Whether you're invited to a company party, a wedding or getting married yourself, this course will help you to be more comfortable on the dance floor. We start with the basic dancing of Fox Trot, a little Swing and Latin rhythms. Then, we move on to techniques of basic slow dancing, traditional first dance of the bride and groom. Also included will be the Electric Slide and other popular line dances (e.g. new Cupid Shuffle). Feel free to come alone, with a friend, or bring your whole wedding party.

CE.ENR-025-51	ROH
$100 per person	9/20/22 – 11/22/22
10 sessions	T, 7-8 p.m.

Jitterbug/Swing Dancing

Whether it be called Lindy, Boogie Woogie or Swing, the Jitterbug is still a classic American dance. Jitterbug is done to the music of Big Band, Rock 'N' Roll, and Country. Learn the timing, turns, and basic to advanced movements.

CE.ENR 020-51	ROH
$100 per person	9/20/22 – 11/22/22
10 sessions	T, 8:10-9:10 p.m.

Fitness Line Dancing

Come join in the fun of this special exercise dancing program. This class offers something for everyone. You will learn line dances that you can enjoy at any party from the Big Band era through the millennium. We will also cover some of the favorites like the Electric Slide, the new Cha Cha Slide and oldies like the Wanderer, Soul City Walk and Wobble into the Whip to make you sweat a little. Bring yourself and your friends and enjoy a night out.

CE.ENR 197-51	ROH
$150 per person	9/21/22-11/30/22 (no class 11/23)
10 sessions	W, 7-8:30 p.m.

Latin Dance Night Out

Learn the basics of the Latin world of dancing. Steps include Cha Cha, Rumba, Salsa and Merengue and even some Tango if you want...let's dance the winter blues away.

CE.ENR-021-51	BLK
$100 per person	9/22/22-12/15/22 (no class 10/6, 10/13, 11/24)
10 sessions	R, 7-8 p.m.

Country Line Dancing

Country Western dancing is fun and easy to learn. Instructions will include the country line dances that never go out of style like Tush Push, Flying 8's, and Trashy Women plus new dances like Toes, Eye Candy, and Da Donky Tonk. There will also be group dances for everyone. Come out and learn the country standards that never go out of style and also the new dances that have stomped onto the dance floor.

CE.ENR 027-51	BLK
$100 per person	9/22/22 – 12/15/22
10 sessions	R, 8:10-9:10 p.m.

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PERSONAL ENRICHMENT

American Sign Language I

This class is an introductory course for the beginner or those with minimal exposure to sign language. The fundamental skills including basic vocabulary and linguistic information required for effective communication with the deaf or hard of hearing will be introduced.

CE.LNG-001-51	BLK
Cost: $95	9/7/22 – 10/26/22
8 sessions	W, 6-8 p.m.

American Sign Language II

This course continues to enrich your ASL vocabulary and your ability to communicate effectively.

CE.LNG-002-51	BLK
Cost: $95	11/2/22 – 12/21/22
8 sessions	W, 6-8 p.m.

Conversational Spanish I

This course introduces Conversational Spanish used in personal and business situations. Basic grammar, vocabulary for the workplace, and Hispanic cultural beliefs will be covered. Communicate more effectively by learning to use idiomatic expressions and vocabulary specific to Spanish-speaking people. No prior knowledge of Spanish is required.

CE.LNG-003-51	BLK
Cost: $79	9/14/22 – 10/19/22
6 sessions	W, 6-8 p.m.

Conversational Spanish II

This course continues to enrich your Spanish vocabulary and your ability to communicate effectively.

CE.LNG-004-51	BLK
Cost: $79	11/2/22 – 12/7/22
6 sessions	W, 6-8 p.m.

Conversational French I

This course introduces students to the colorful and romantic language of the French culture. The class will cover greetings, practical phrases, shopping, ordering in a restaurant, asking for help and directions, and other simple requests. Cultural customs of this beautiful country will also be discussed. This class is designed for students with no prior knowledge of the French language.

CE.LNG-006-51	BLK
$79	9/15/22 – 10/20/22
6 sessions	R, 6-8 p.m.

Conversational French II

This course continues to enrich the French vocabulary that you have developed in level I. In addition, your ability to communicate effectively in the French language will continue to be refined. We will also resume our discussions of French customs and culture.

CE.LNG-007-51	BLK
$79	10/27/22 – 12/8/22
6 sessions	R, 6-8 p.m.

Everyday English I

This course focuses on the ability of non-native English speakers to read and write English at a basic level. It is designed for students whose placement scores indicate limited or no ability to read and write in English. Students review the English alphabet and then write simple sentences about their own lives and experience. As they study vocabulary, they move to reading and writing longer simple sentences using the structures and concepts they have studied. Basic grammatical structures are introduced and practiced in class through writing. (3.0 CEU's)

CE.ESL-001	ROH
$150	9/19/22 – 10/31/22
	M, W, 6-8 p.m.

ESL Pronunciation

Improve your spoken English to be understood and feel more comfortable and confident in business and social situations. This class practices many accent problem areas of the English language common to speakers of different language backgrounds, such as American English sound/spelling patterns, word endings, syllables, stress, rhythm and intonation. (3.0 CEU's)

CE.ESL-005	ROH
$150	9/20/22 – 11/1/22
	T, R, 6-8 p.m.

ESL for Au Pairs I

Au Pairs can complete 3 credits of their educational requirement in just four convenient weekends. Come practice your English in a relaxed and informal setting while learning about American customs and culture, including holidays. Topics will largely include the meanings of idioms, listening to model dialogues and discussing what to do in problem situations. Improve your communication skills as you share aspects of your culture with your classmates and explore your common interests. Meet Au Pairs from all over the world. Boxed lunch included. Seating is limited. (3.0 CEU's)

CE.ESL-026	ROH
$250	9/24/22 – 10/15/22
4 sessions	S, 8:30 a.m.-4:30 p.m.

PERSONAL ENRICHMENT

Motorcycle Safety Training Course

Rider Training of New Jersey conducts this beginner course consisting of a 15-hour core curriculum spanning the basics, "Where are the controls and how do they work?", all the way through evasive maneuvers and advance turning and braking. Rider Training of New Jersey provides top-notch instruction for new and experienced motorcycle operators.

The standard course schedule is three consecutive days during the weekend:
Friday Night - 6:15 p.m. to 9:30 p.m.
Saturday - 6:45 a.m. to 5 p.m.*
Sunday - 6:45 a.m. to 5 p.m.*

However, a weekday schedule is available during the summer:
Monday - 6:45 a.m. to 5 p.m.*
Tuesday - 6:45 a.m. to 5 p.m.*

**Additional time is built in to these schedules for weather, extra coaching, or any other circumstances.*

We provide a motorcycle & helmet. There is never more than one instructor per six students to aid in promoting your skills. Safety is our primary goal and we do everything possible to ensure a safe and enjoyable experience. You will be given a riding examination at the conclusion of the outdoor activities and will need to achieve state requirements to pass the program. To register, please contact Rider Training at 609-230-8528 or online at www.ridertrainingnj.com.

Basic Computer Skills

This course is designed for the mature adult who has had little or no experience with personal computers. In this class, individuals will become familiar with terminology, computer components, making a computer purchase, and hardware and software. Individuals will also develop their skills in keyboarding, mastering the mouse through point and click activities. This class is designed for the first-time user.

CE.SEN-007-21	ROH
Cost: $55	9/13/22 – 9/15/22
2 sessions	T, R, 9 a.m.-12 noon

Introduction to the Internet

Connect to the world wide web! This hands-on course will teach you how to navigate the internet, visit web sites, and understand how to use e-mail, mailing lists, and newsgroups. Cruise on the superhighway and learn how to communicate with your grandchildren and friends on the internet. Individuals must have completed the Basic Computer Skills and Windows courses or have a working knowledge of both prior to registering for this class. A review of these topics is not included in the class.

CE.SEN-003-21	ROH
Cost: $55	9/20/22 – 9/22/22
2 sessions	T, R, 9 a.m.-12 noon

Introduction to E-mail Basics

This hands-on course will teach you to use the fundamental points of using e-mail. You will learn how to send, retrieve, and forward e-mails. In addition, you will learn how to use the address book and send and receive photographs and attachments. E-mail opens a whole new way to communicate fast with friends and family.

CE.SEN-016-21	ROH
Cost: $55	10/4/22 – 10/6/22
2 sessions	T, R, 9 a.m.-12 noon

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Understanding Social Security [0]

Social Security is the single most common element of most Americans' retirement plans. But it's also one of the least understood. Contrary to popular belief, it's not as simple as hitting a magic age and having checks arrive in the mail. (For example, did you know that there are 567 ways for a couple to claim Social Security?) It's important to plan ahead. This workshop will review how the program works and how and when you should utilize your benefits. We will review claiming strategies, spousal benefits, survivor benefits, and much more.

Cost: $25	Online
CE.SEN-018-51	9/13/22
1 session	T, 6:30-7:30 p.m.

Understanding Medicare [0]

Medicare is one of the most commonly misunderstood "age-related milestones" when it comes to financial planning. But it's a crucial component of any retirement plan. This workshop will cover such topics as when to sign up for Medicare, what Medicare does — and doesn't — cover, the costs, and what your options are. It will also discuss how to plan for your health care expenses during retirement.

Cost: $25	Online
CE.SEN-019-51	9/20/22
1 session	T, 6:30-7:30 p.m.

Understanding IRA's & Tax Planning [0]

People often pay more in taxes than expected because of our government's confusing and different ways it treats various income sources with hidden taxes and penalties. This workshop will help you anticipate how and when to tap assets such as IRAs to augment income, to cover your expenses, understand the range of taxes you will face at various stages of retirement, and help you manage your actions so you pay as low a tax rate as possible.

Cost: $25	Online
CE.SEN-021-51	9/27/22
1 session	T, 6:30-7:30 p.m.

Understanding Housing Wealth & Reverse Mortgages in Retirement [0]

If you want a snapshot of how confusing the investment landscape can be, look no further than the wide range of opinions on Reverse Mortgages. Yet despite what you may have heard, today's version of a Reverse Mortgage can be an incredibly powerful tool in your financial planning. It can be used to eliminate mortgage debt, finance home improvements, purchase a new home, help with healthcare expenses, enhance an investment portfolio, and much more. This workshop will explore all the ways a modern Reverse Mortgage can dramatically de-stress your retirement planning.

Cost: $25	Online
CE.SEN-025-01	9/28/22
1 session	W, 6:30-8 p.m.

ADVANCED PLACEMENT SUMMER INSTITUTE

Camden County College, in partnership with the Middle States Regional Office of the CollegeBoard, is offering an Advanced Placement (AP) Summer Institute in an effort to provide high-quality professional development opportunities to AP and Pre-AP teachers in Camden County and the surrounding regions.

The cost for this 30-hour, four-day institute is $995.

SAVE THE DATES: July 31– August 3, 2023 • 8:00 a.m. - 4:30 p.m.

Institutes Offered:

- Biology
- English Literature
- Italian Language & Culture
- Calculus AB
- European History
- Spanish Language & Culture
- English Language
- French Language & Culture
- US History
- Psychology

Contact Yvonne Kilson, at (856) 227-7200, ext. 4530, apsi@camdencc.edu or visit camdencc.edu/apsummer for more information.

CENTER
FOR CULTURAL ENGAGEMENT

CAMDEN COUNTY COLLEGE

Lectures and unique courses to create an informed citizenry through exploration of humanities, social sciences, natural sciences, and technology.

The Center for Cultural Engagement at Camden County College focuses on the needs and interests of educators and the community at large by offering interesting and thought-provoking mini-courses, lectures, and events for community members to enhance their knowledge and for teachers to help meet their professional development requirements.

Its goal is to create an informed citizenry through exploration of humanities, social sciences, natural sciences and issues critical to a democratic society. Citizens have the opportunity to meet scholars, scientists, government officials and business leaders to explore historical and current issues and discuss societal problems and their solutions.

For more information and to register, please visit **www.camdencc.edu/center** or scan the QR code below:

LECTURES

All lecture series offered by Center for Cultural Engagement are free and open to the public. These bring scholars, authors, and experts in their field to our campus on a range of topics, such as our Art in the Evening series, our annual Autism lectures, and lectures from our partners at the University of Pennsylvania's Middle East Center, among many others. We ask you to register in advance so we have an accurate count and can reserve space to accommodate all, but you may also register at the lecture.

MINI-COURSES

Each semester – fall, spring, and summer – we bring you a menu of courses taught by experienced instructors in the areas of arts, literature, history, science, health, politics, anthropology, and more.

SPECIAL EVENTS

We offer single events like our annual Constitution Day lecture, lecture events with our partner organizations, or film screenings. These are typically also free and always open to the public. There is a fee for fundraising events, including dinner and entertainment.

TOURS

The Center sponsors walking tours of Haddonfield and Philadelphia as well as tours of historic and cultural sites like Red Bank Battlefield in New Jersey, Winterthur Museum in Delaware, and the Tenement Museum in New York City. There is sometimes a charge for tours that might include entrance fees and transportation.

FREE LECTURE SERIES PLANNED FOR FALL 2022 INCLUDE:

For updated list of free lecture series events for Fall 2022 or to register, please visit **www.camdencc.edu/center** or scan the QR code on p. 50:

- Middle East Center – "The Middle East: Global Legacies, Recent Challenges"
- Virtual Lecture Series – "Healthy Living Series with Jefferson Health"
- Virtual Lecture Series with "World Affairs Council"

Previous Lecture Series included

- Autism
- Hollywood & Society
- "American Revolution in our Communities"

MINI-COURSE DESCRIPTIONS

Classes are still being added and filling fast! For updated class days, times, and cost or to register, please visit **www.camdencc.edu/center** or scan the QR code on p. 50:

IN-PERSON

Sampling Vinyl

Sampling Vinyl is a course intended for beat producers, musicians and hobbyists interested in learning the roots of hip-hop production and applying those techniques in a modern production environment. The class will use teach the history, technology and techniques used to chop samples from vinyl records into a modern Digital Audio Workstation (DAW).

CE.IDY-004
Instructor: David Downham

Immigration in the Early 1900's and the Lower East Side

During the late 1800's and early 1900's, the Second Industrial Revolution with its increasing needs for cheap labor resulted both in a massive spike in immigration and urbanization. This mini-course will focus on the changes in New York City, and in particular, the Lower East Side, a neighborhood through which so many of our ancestors passed.

CE.IDY-005
Instructor: William Ebert

The American Revolution: Politics, Rebellion and Historical Reality

Take a different look at the history of the American Revolution by discussing topics often overlooked or omitted in conventional courses. Includes causes of the rebellion, historical personalities, spies & deception, role of women, military campaign strategy, & dispelling myths and legends.

CE.IDY-007
Instructor: Herb Kaufman

Charles Walters – The Unheralded Director of Classic Musicals

Although his name is not as well-known as some of his contemporaries such as Vincente Minnelli or Stanley Donen, Walters left an indelible mark on the film musical of the 40's, 50's and 60's earning an Academy Award nomination along the way for his 1953 masterpiece, LILI. This course will follow Walters' career as a choreographer and director as he worked with some of the finest talents under contract to M-G-M studios. Among these are Judy Garland, Fred Astaire, Gene Kelly, Leslie Caron, June Allyson, Debbie Reynolds, Doris Day, Frank Sinatra, Grace Kelly, and Bing Crosby."

CE.IDY-008
Instructor: Thomas Malatesta

The Philosophy of the Mind

The history of intellectual pursuits and the curiosity that shaped the world.

CE.IDY- 009
Instructor: Nicholas Markellos

13 Jewish Film Composers

Throughout the 20th century, Jewish composers had a major influence on the music of Hollywood. In fact, Jewish composers won the Oscar for Best Original Score in the first year of the Oscars and during 2022. This min-course will examine the lives and work of 13 Jewish composers, each making a very different contribution to the history of film music.

CE.IDY-010
Instructor: Ira Miller

Expedition: World Regions

Bring your passport as we embark on an expedition of worldwide proportions. Using an interdisciplinary approach, we will investigate the physical, cultural, historical, and current geopolitical influences of several world regions.

CE.IDY-011
Instructor: Judy Okun

Films of Frank Capra

Frank Capra was one of the greatest film directors of all time, winning three Academy Awards over a six-year period in the 1930s. Examples of his films will be shown and examined from all phases of his career.

CE.IDY-012
Instructor: Ralph Secinaro

Benjamin Franklin: The First American

Benjamin Franklin was unquestionably the essential American. Not only is his signature on almost every foundational document, but his wry humor (sadly lacking in both Washington and Jefferson), humility, tolerance, and open-mindedness set him apart from nearly every other contemporary. This mini-course will examine both the most important events in his life and offer a sampling of his most important achievements and writings.

CE.IDY-013
Instructor: Randy Voldish

One Nation Under Wraps: A History of American Conspiracy Theories and How They Shaped of Our Culture

Over the past several years, various high-profile conspiracy theories have gripped the attention of the public, but this isn't the first time that the idea of secret societies, shadowy cabals, and sinister conspiracies have changed the way we see our nation - or each other. But where did it all start, and what can examine the conspiracies and
panics of the past tell us about our present?

CE.IDY-015
Instructor: Peter Woodworth

LIVE ONLINE / VIRTUAL

A History of Fitness – How a 100 Billion Dollar Industry Came to Be

From the Ancient Olympics to Peloton bikes, health and the pursuit of fitness have been goals of society and individuals for thousands of years. In this course you will learn where the modern fitness world came from, where it might be going, and how to find your place within it.

CE.IDY-001
Instructor: Gabriel Arnold

20th/21st Century Monuments & Memorials of the Garden State

Except for those of national reputation, most monuments in NJ are only known in or near their respective counties of the Garden State. This course will introduce a variety of commemorative monuments that reflect the interests, activities, accomplishments and events that have been significant to New Jersey citizens.

CE.IDY-002
Instructor: Erik Burro

Cryptocurrency & Blockchain Technology: Current Trends and Future Opportunities

Blockchain is an innovative 21st century technology. How is it currently being used? What projects are startup companies creating? What's coming in the next 10 years? Join a fun and interactive dialogue on the future of finance and personal investing.

CE.IDY-003
Instructor: Patrick Casey

Panorama of American History through War & Peace

The course will follow the founding and evolution of the United States from the Colonial period through two (2) centuries of Peace and War in defense of the Nation through expansion and conflicts.

CE.IDY-014
Instructor: Anthony Waskie

Women from Famous Families During the Gilded and Progressive Ages

Male figures generally receive much attention, lots of books are written about them, and you can easily find movies and documentaries about their life time accomplishments. The women behind the scenes often receive much less coverage and often led lives just as interesting as their fathers, brothers and husbands did. The classes will feature American and English families with names including Roosevelt, Kennedy, Mitford, Vanderbilt and Rockefeller.

CE.IDY-006
Instructor: Katy Hoh

JOIN OUR MAILING LIST

Please send your request to be added to the Center for Cultural Engagement's email list at **thecenter@camdencc.edu**.

CONTACT INFORMATION

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For more information and to register, please visit **www.camdencc.edu/center**

CENTER
FOR CULTURAL ENGAGEMENT

CAMDEN COUNTY COLLEGE

CAMDEN COUNTY COLLEGE

P.O. Box 200
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