

The Bridge

Connecting people with opportunities



CONNECTING *Life to Learning*

www.mitchellcc.edu

**Fall 2013
Continuing Ed Schedule
Register Today!**

INSIDE



Register Today for Fall Semester

Classes have limited seating. Registration and payment must be received at least 3 days prior to the course start date.

See Schedule on page 7.

Call
(704) 878-3220
for class
availability.

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Mitchell Community College's Continuing Education Division strives to provide academic and occupational programs consistent with the educational needs of Iredell and surrounding counties. The College provides opportunities for people to further meet their educational goals by offering programs that enable people to pursue vocational, cultural, and civic interests. Courses include formal academic learning, cultural advancement, vocational and technical improvement, and personal enrichment. Continuing Education Units (CEU's) are awarded in accordance with Southern Association of Colleges and Schools criteria.

CAMPUS LOCATIONS

Main Campus

500 West Broad Street
Statesville, NC 28677-5264
(704) 878-3200

Continuing Education Center

701 West Front Street
Statesville, NC 28677-5644
(704) 878-3220

Technology and Workforce Development Center

701 West Front Street
Statesville, NC 28677-5644
(704) 878-3220

Mooresville Center

219 North Academy Street
Mooresville, NC 28115-3106
(704) 663-1923

Cherry Street Center

704 Cherry Street
Statesville, NC 28677-5133
(704) 878-4367

Cosmetic Arts Center

3223 Taylorsville Highway
Statesville, NC 28625-2966
(704) 878-4372

For questions or more information on Continuing Education programs, call (704) 878-3220 or visit our website.

www.mitchellcc.edu/

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www.facebook.com/mitchellcommunitycollege/

An Equal Opportunity College/Affirmative Action Employer

Contributing Writer, Rosemary Britt

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Is money keeping you from signing up for job training?

If so, maybe we can help.
Call (704) 978-5439.



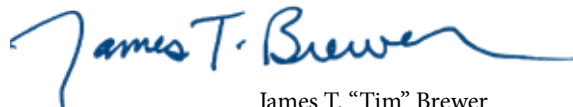
From the President

Advanced manufacturing has taken hold in Iredell County, and Mitchell Community College is working to accelerate its growth by providing the training workers need to take the new jobs of today and those expected in the future.

Building Technical Talents is the latest program we've launched to help workers get the high-tech skills needed to land entry-level jobs in local advanced manufacturing plants. Mitchell's technical training programs now allow students to earn stackable credentials, and it's possible for students to come back many times to upgrade their skills and add new credentials. New skills can mean new opportunities, and I encourage you to make a habit of enrolling in courses at Mitchell to add to your skillset.

Students who begin technical training in a range of programs through the Continuing Education Department at Mitchell may now prove their knowledge and receive college credit that can be applied toward earning an associate degree. Even better, there are opportunities available through the University of North Carolina-Charlotte to transfer and earn a bachelor's degree in engineering.

I get excited talking about the new programs and community partnerships we're developing to provide new technology and services to our community. I invite you to visit or call Mitchell Community College to learn more about how we can help you step into the career you want.



James T. "Tim" Brewer



Vice President, Workforce Development

Do you need to train for a new career in six months or less? Do you want a career that pays enough to support your family? If you answered "yes" to either question, I hope that you will explore our new Building Technical Talents program at Mitchell Community College. This new program can equip you with the high-tech advanced manufacturing or bio-tech skills that local employers want new employees to have before they are hired.

If your earlier educational efforts stopped short of high school graduation and you have been working on earning a GED, I want to remind you that there will be a new GED program beginning in 2014. Scores on subject tests will expire Dec. 31, 2013, so I encourage you to complete your GED testing prior to the end of the year.

Whatever your educational needs may be, we hope that you will contact Mitchell Community College to see how we can help.



Carol Johnson

BUILDING TECHNICAL TALENTS

Do you need a job? Do you need a better job?

Ask yourself, **“Do I have the skills that are in demand locally?”**

In business, timing is everything. In order to succeed, businesses must deliver the right product at the right time, or their market disappears.

The same can be said for seeking employment. When a business sector is booming, companies within that sector will be hiring. The key to getting inside and landing a good job is having the right skillset to provide the labor employers need while they are hiring.

What’s hot right now and who is hiring? Some of the leading manufacturers in Iredell County say they need employees skilled in robotics, programmable logic controllers (PLC), computer-assisted design (CAD), engineering and other areas that are essential to automation and high-tech manufacturing systems.

Dave Rausch, president of Kewaunee Scientific Corporation in Statesville, says that automation will be of ever-increasing importance in high-tech industries, such as Kewaunee, a manufacturer of laboratory casework, countertops and equipment that has been in business since 1906. Rausch adds that in addition to changing processes, automation is changing the look and feel of manufacturing. “It’s a lot cleaner workplace than it was probably 10 years ago,” he says.

Jan Comer, vice president of human resources at Engineered Sintered Components in Troutman, agrees. She says that the automotive components manufacturer in Troutman is often looking for people with advanced manufacturing skills. “The need for the workforce to

support robotics has been a challenge,” Comer says.

“Going forward, it will be jobs involving robotics and servers and PLCs and things like that,” says Todd Alexander, director of administration at NGK Ceramics, U.S.A., a manufacturer of catalytic converter components in Mooresville. “We need folks to understand how the equipment works and how to maintain it.”

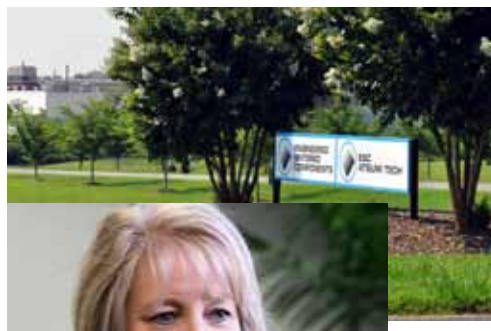
While Iredell employers sometimes struggle to find enough workers with advanced manufacturing skills, they aren’t ready to settle for employees who have technical skills but are short on soft skills. “Being able to interact with your fellow



Industry Advising Team



Todd Alexander
Director of Administration
NGK Ceramics



Jan Comer
Vice President, Human Resources
Engineered Sintered Components



Dave Rausch
President/COO
Kewaunee Scientific Corporation

employees in a positive way and not always in a negative way is very important," says Rausch.

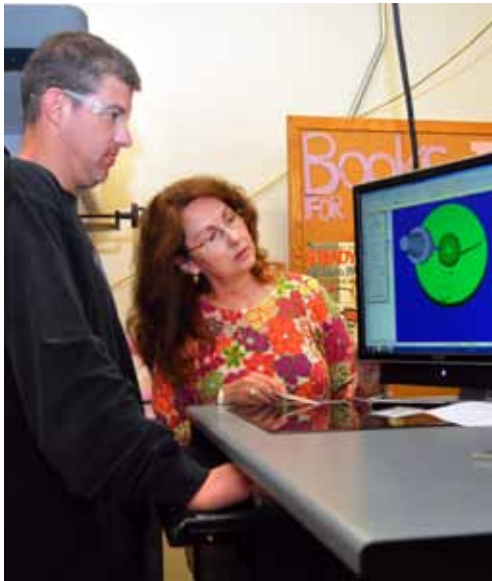
Employers also want to know that prospective new hires have the basic reading, math and information-finding skills they will need to be successful on the job. Engineered Sintered Components is one of a number of employers that has partnered with Mitchell to have every potential employee earn a Career Readiness Certification. "This has really helped eliminate such a large skill gap in our entry level," Comer says.

Manufacturing has changed and Mitchell has changed its programs to match the needs of industry, says Mitchell Community College President Tim Brewer. "The advanced manufacturing skills that the college trains for today are not what we've provided in the past," he says. "The skillsets we're providing today are highly technical and high wage skills."



"I was encouraged to further my abilities by taking electrical courses at Mitchell which I did using my GI Bill. By continuing my education in electrical control in conjunction with my mechanical experience, the doors of opportunity opened widely. I joined the Fischbein company in 1992 and have progressed to the position of regional sales manager. So when people ask me where did you go to school, I say M.I.T. Mitchell In Town!"

Gordon Penman, Fischbein Company



Get ready for a GREAT job!

Enroll in the Building Technical Talents program.

Mitchell Community College now offers the Building Technical Talents program designed to train workers for advanced manufacturing and bio-tech jobs available in Iredell County facilities. Because the programs offer multiple entry and exit points, these programs are perfect for getting entry-level skills that will lead to a first job in the field. Students may return to Mitchell multiple times to gain new skills and add credentials to help make them more qualified for promotions or better jobs. The multiple enrollments and certifications

are known as "stackable credentials" since each segment builds on previous segments.

"The main objective of the Building Technical Talents project is to connect educational training provided by Mitchell Community College to the identified needs of our local business and industry," says Carol Johnson, vice president of continuing education at Mitchell. "We have identified a skills gap in advanced manufacturing, including Bio-Tech, and we are working to provide training to the people who will

What is a Bootcamp?

The Mitchell approach to preparing people for jobs that will support their families begins with an Assessment Bootcamp. Here's what you can expect:

- Take Career Assessments to ensure that you are pursuing a career that fits your interests.
- Participate in an in-depth overview of the occupational courses offered at Mitchell, take tours of the facilities and hear what instructors have to say about their programs.
- Take a short-course on study skills to get you ready for success.
- Go through Workkeys® training to get ready to take the Career Readiness Certification.
- Take the Career Readiness Certification assessment on the final day of Bootcamp. See if your skills rank at Bronze, Silver or Gold level.
- Now you're ready for success in a Technical Bootcamp. You're going to be on the way to getting a great job!



of the region's six target industries. The four advanced-manufacturing sectors are automotive, biomedical, energy and aerospace. Workers trained in advanced manufacturing are expected to find adequate opportunities in jobs that pay family-sustaining wages in the Charlotte region for years to come.

The local focus on advanced manufacturing influenced the GoldenLEAF Foundation to provide Mitchell Community College a

provide the solutions to these companies.”

Building Technical Talents determines core competencies needed by local businesses in current and next-generation workers and designs curriculum around those skills, incorporating industry-recognized, third-party certifications that validate training and skills. All non-credit short-term training programs will include the opportunity of job shadowing or an internship inside an appropriate manufacturing setting. Upon completion, students may be recommended for appropriate jobs with local employers.

The Prosperity for Greater Charlotte Project has identified advanced manufacturing as a key component of four

grant for \$418,742 in December 2012 to purchase advanced manufacturing training equipment. The new equipment has enabled the college to expand course offerings in mechatronics, robotics and automation.

The new training equipment complements the Advanced Integrated Manufacturing Systems (AIMS) Lab which opened in 2009 with a grant from Duke Energy. This self-paced skills lab provides students an opportunity to practice and expand their knowledge of modern industrial equipment.

The development of the Building Technical Talents program has been a collaborative effort between Mitchell

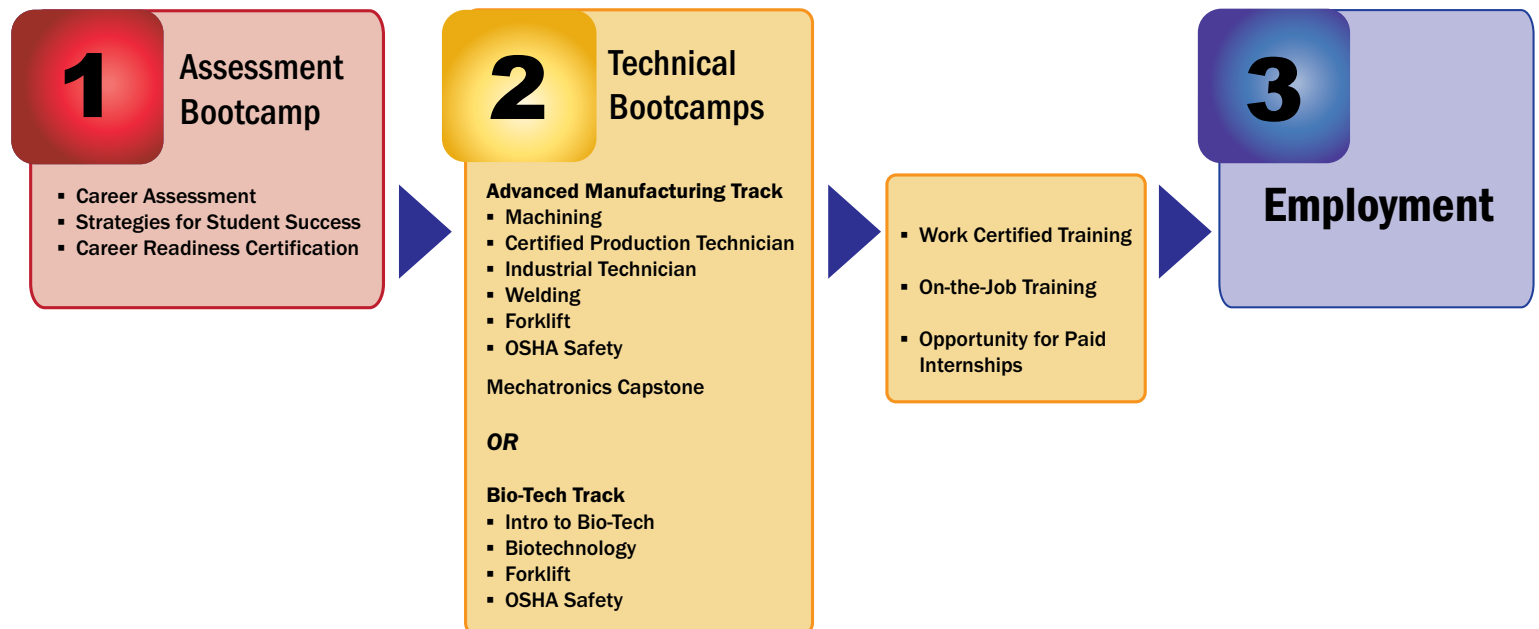
Community College, Centralina Workforce Development Board, Division of Workforce Solutions, Iredell-Statesville Schools, Mooresville Graded Schools, Mooresville Chamber of Commerce, Statesville Chamber of Commerce, Mooresville-South Iredell Economic Development, Statesville Regional Development Corporation, GoldenLEAF Foundation, the NC Rural Center, local business and industry and numerous community-based organizations.

Want to enroll?

The Building Technical Talents program is open to all. Unemployed or underemployed students may qualify for financial assistance. To learn more about enrolling in the program or to explore financial assistance, call (704) 878-3235.



Building Technical Talents





Middle jobs... your ticket to success!

Middle jobs require more education or training than a high school diploma. Middle jobs pay \$35,000 or more per year.

Today, there are 29 million middle jobs in the United States. Nearly half of all U.S. jobs paying at least \$35,000 per year are middle jobs. Two out of five middle jobs pay \$50,000 or more each year.

By 2020, two out of three jobs in the United States will be middle jobs.

Mitchell Community College provides the training you need to get a middle job!

Source: Career and Technical Education, Five Ways that Pay Along the Way to the B.A., Georgetown University, Georgetown Public Policy Institute, Center on Education and the Workforce, Sept. 2012

Tips for the un-employed and under-employed

- Investigate financial aid or scholarship opportunities
- Continue to build your skillset
- Watch your spending and keep credit card debt and borrowing to a minimum
- Consider a part-time or lower level position-- Having A job is better than having NO job.
- Look for volunteer opportunities (it will look good on a resume)
- Stay healthy and active.

What Iredell County employers have to say about the skills gap

As part of the Building Technical Talents program, Mitchell Community College reached out to industry leaders to help assess their recruiting needs. Here's what they had to say.

What occupational skills do you see as being in short supply?

1. Engineering Technologies
2. Electrical/Electronics
3. Robotics
4. General Maintenance
5. Lean/Six Sigma/Process Improvement
6. Fork Lift Operation
7. Environmental/Hazmat
8. Blueprint Reading
9. Machining
10. Welding
11. Mechanical Engineering
12. Integrated Systems Technology
13. Computer Programming
14. Computer Aided Drafting and Design

What specific technical skills do you look for in a mid-level employee?

1. Take corrective actions necessary to restore or maintain quality
2. Operate, monitor, control, or set up equipment
3. Check calibration of gauges and other data collection equipment
4. Troubleshoot problems and construct solutions
5. Dismantle, adjust, repair, and maintain equipment
6. Recognize potential maintenance issues with basic production systems including knowledge of when to inform maintenance personnel about problems
7. Have excellent knowledge of tools, safety rules, mechanics, and electronics
8. Work on an assembly line, with a team or independently
9. Follow specifications, observe indicators, record process outcomes and trends
10. Skilled at forming, cutting, installing, replacing, operating, oiling, lubricating, tending, joining, bending, assembling, and disassembling

What "soft skills" are you looking for in your recruiting?

1. Problem Solving
2. Critical and Analytical Thinking
3. Communication/Interpersonal Skills
4. Writing
5. Teamwork
6. Good Attendance Record
7. Reading and Using Information
8. Customer Service

Ask Hedy

I just got laid off – what suggestions can you give me for finding work?

Networking is still the number one way people find employment. And one of the best ways to network is to volunteer. You can find volunteer positions by going to volunteermatch.org. Another way to network is to join industry associations and go to monthly meetings and don't forget the Chamber of Commerce! Both the Statesville and Mooresville Chambers have numerous meetings that you can attend such as Business After Hours. Now networking isn't easy for the introverted person, so take a friend. You will need help getting out of your comfort zone.

Where are some good places to volunteer?

As mentioned above, volunteermatch.org lists volunteer positions. Some other good places to volunteer are: Habitat for Humanity, Humane Society, United Way, Red Cross, and Hospice,

Many HR Managers have told me that when they see on someone's resume that they are volunteering, they are immediately impressed. This tells the employer that the person is giving back to their community, that they are keeping busy and keeping their skills up to date or they are learning new skills. They think of it as having a "gold star" on the resume.

If I am offered a job and it is at a lower salary than my last job, should I take it?

YES! The answer is yes! The economy is not what it used to be; therefore, salaries are not what they used to be. Don't let your pride hold you back from a paycheck.



Take the lower pay and get back to work. Show your new employer how good you are, make a great impression and keep your eyes and ears open for advancement opportunities within the company.

I think my age is why I am not getting hired. What should I do?

Market your age as an asset – make your next employer believe that your age is not a liability. To do this make sure you are physically fit. Regardless of age, employers are apprehensive to hire people who don't look well. Weight is the number one thing that you must work on. Take this time to go to the gym and get in shape. Just imagine how impressed an employer would be if you told them "Getting laid off gave me the opportunity to focus on my health. In this time period, I started working out and to date have lost 25 pounds. I have never felt better, I have more energy, and am raring to get back to work!"

How can Mitchell help me?

We can help you assess your current skillset, explore career opportunities, and develop an appropriate career pathway. To get started, call me at (704) 878-3235.

*Hedy Ryerson is Human Resources Development Coordinator in the Continuing Education at Mitchell Community College.
hryerson@mitchellcc.edu*

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Dr. Robert and Susan Tolle

First Citizens Bank

CRC?

Career Readiness Certification lets you demonstrate workplace skills to employers—Applied Mathematics, Reading for Information, and Locating Information. There are three levels of certification—Bronze, Silver and Gold. It's an assessment that employers recognize that could give you an edge in your job search. Call (704) 878-3235 and get started today!

Fall 2013 Continuing Education Class Schedule

Title Start Date End Date Days Start Time End Time Location Town Cost

CAREER DEVELOPMENT AND EMPLOYABILITY								(704) 978-5438	
Classes are for dislocated workers, individuals seeking employment or advancement, or those interested in returning to school for retraining.									
Career Jumpstart	8/19	12/16	M	5:30 PM	8:00 PM	MCA-110	M	May be waived ⁽¹⁾	
Employability Lab-Statesville Day	8/19	12/12	M Tu W Th	8:30 AM	1:30 PM	CEC-25	S	May be waived ⁽¹⁾	
Employability Lab-Statesville Evening	8/19	12/11	M W	5:30 PM	8:30 PM	CEC-25	S	May be waived ⁽¹⁾	
Employability Lab-Mooresville Day	8/19	12/12	M Tu W Th	8:30 AM	1:30 PM	MCA-110	M	May be waived ⁽¹⁾	
Employability Lab-Goodwill	8/15	12/19	M Tu W Th	9:00 AM	2:00 PM	GWD	S	May be waived ⁽¹⁾	
Employability Lab-Mooresville Evening	8/20	12/12	Tu Th	5:30 PM	8:30 PM	MCA-110	M	May be waived ⁽¹⁾	
Resumé Workshop-Mooresville Library	8/23	12/13	F	9:00 AM	12:00 PM	MVLL	M	May be waived ⁽¹⁾	
Strategies for Student Success	9/9	9/13	M Tu W Th F	10:00 AM	4:00 PM	CEC-9	S	May be waived ⁽¹⁾	
Strategies for Student Success	10/7	10/30	M W F	5:30 PM	8:30 PM	MCA-110	M	May be waived ⁽¹⁾	
Strategies for Student Success	11/4	11/8	M Tu W Th F	10:00 AM	4:00 PM	CEC-9	S	May be waived ⁽¹⁾	
Introduction to Bio-Technology Boot Camp	9/9	9/13	M W F	8:30 AM	12:30 PM	CEC-10	S	May be waived ⁽¹⁾	
Back to Work Boot Camp	9/23	9/27	M Tu W Th F	10:00 AM	4:00 PM	CEC-9	S	May be waived ⁽¹⁾	
Back to Work Boot Camp	10/28	11/1	M Tu W Th F	10:00 AM	4:00 PM	CEC-9	S	May be waived ⁽¹⁾	
Back to Work Boot Camp	12/2	12/6	M Tu W Th F	10:00 AM	4:00 PM	CEC-9	S	May be waived ⁽¹⁾	
(1) Fee may be waived for the unemployed or under employed. Call (704) 878-3235 for information.									

JOB TRAINING, RETRAINING AND CERTIFICATIONS

Administrative								(704) 878-4266	
Administrative Assistant	9/23	11/13	M W	1:00 PM	4:00 PM	WFD-108	S	\$125.00	+book
Notary Public	9/9	9/11	M W	5:30 PM	9:00 PM	CEC-10	S	\$60.00	+book
Notary Public	10/15	10/15	T	9:00 AM	5:00 PM	MCA-106	M	\$60.00	+book
Notary Public	11/13	11/13	W	9:00 AM	5:00 PM	CEC-10	S	\$60.00	+book
Notary Public	12/10	12/12	Tu Th	5:30 PM	9:00 PM	MCA-106	M	\$60.00	+book
Automotive/Transportation								(704) 878-4266	
Auto Dealer Six-Hour Continuing Education	8/15	12/17	Ongoing			Online		\$60.00	
Auto Emission - Initial	8/5	8/7	M W	6:00 PM	10:00 PM	AUT	T	\$70.00	
Auto Emission - Initial	10/7	10/9	M W	6:00 PM	10:00 PM	AUT	T	\$70.00	
Auto Emission - Initial	12/2	12/4	M W	6:00 PM	10:00 PM	AUT	T	\$70.00	
Auto Emission - Recert	8/7	8/7	W	6:00 PM	10:00 PM	AUT	T	\$70.00	
Auto Emission - Recert	10/9	10/9	W	6:00 PM	10:00 PM	AUT	T	\$70.00	
Auto Emission - Recert	12/4	12/4	W	6:00 PM	10:00 PM	AUT	T	\$70.00	
Auto Safety Inspection	9/9	9/11	M W	6:00 PM	10:00 PM	AUT	T	\$50.00	
Auto Safety Inspection	11/4	11/6	M W	6:00 PM	10:00 PM	AUT	T	\$50.00	
Automotive Service Excellence (ASE) Testing	Register and pay for testing at www.ase.com . Call 704-878-4273 to schedule testing date.								
Escort Vehicle Certification	11/2	11/2	Sa	8:00 AM	5:00 PM	CEC-8	S	\$70.00	
Escort Vehicle Recertification	11/2	11/2	Sa	8:00 AM	12:00 PM	CEC-8	S	\$70.00	
Truck Driver Training (<i>Must attend orientation on 8/20 to register.</i>)	9/9	11/6	M Tu W Th F	8:00 AM	5:00 PM	CEC	S	\$1882.00	+expenses
Computer Service and Repair								(704) 878-4266	
Computer Repair & A+ Certification Prep	8/27	12/17	Tu Th	5:00 PM	8:30 PM	WFD-211	S	\$180.00	
Computer Software, Smartphones, and Tablets								(704) 878-4266 Statesville and (704) 663-1023 Mooresville	
Computers and Email for Older Adults, Introduction to	9/17	10/10	Tu Th	9:00 AM	12:00 PM	WFD-104	S	\$70.00	+book
Computers, Introduction to	8/20	9/12	Tu Th	9:00 AM	12:00 PM	WFD-104	S	\$70.00	+book

Fall 2013 Continuing Education Class Schedule

Title	Start Date	End Date	Days	Start Time	End Time	Location	Town	Cost	
Computers, Introduction to	9/9	10/2	M W	5:30 PM	8:30 PM	MCA-109	M	\$70.00	+book
Computers, Introduction to	10/1	10/24	Tu Th	5:30 PM	8:30 PM	CEC-25	S	\$70.00	+book
Excel®, Introduction to	9/6	9/6	F	9:00 AM	4:00 PM	WFD-104	S	\$70.00	+book
Excel®, Intermediate	10/29	11/21	Tu Th	9:00 AM	12:00 PM	WFD-104	S	\$70.00	+book
Excel® 2013, Introduction	9/18	9/18	W	9:00 AM	4:00 PM	MCA-109	M	\$70.00	+book
Excel® 2013, Intermediate	10/9	10/9	W	9:00 AM	4:00 PM	MCA-109	M	\$70.00	+book
Excel® 2013, Advanced	11/6	11/6	W	9:00 AM	4:00 PM	MCA-109	M	\$70.00	+book
Microsoft Office® 2013: Excel®, PowerPoint®, Word®, Introduction to	10/14	11/6	M W	5:30 PM	8:30 PM	MCA-109	M	\$70.00	+book
iPad Basics	10/9	10/9	W	9:00 AM	4:00 PM	CEC-10	S	\$70.00	
Microsoft® Office® Specialist 2010 Certification Exam: Access®	12/17	12/17	Tu	5:30 PM	8:30 PM	WFD-104	S	\$110.00	
Microsoft® Office Specialist 2010 Certification Exam: Powerpoint®	11/12	11/12	Tu	5:30 PM	8:30 PM	WFD-104	S	\$110.00	
Microsoft® Office Specialist 2010 Certification Exam: Word®	10/8	10/8	Tu	5:30 PM	8:30 PM	WFD-104	S	\$110.00	
Microsoft® Office Specialist 2010: Access®	11/14	12/12	Tu Th	5:30 PM	8:30 PM	WFD-104	S	\$70.00	
Microsoft® Office Specialist 2010: PowerPoint®	10/15	11/7	Tu Th	5:30 PM	8:30 PM	WFD-104	S	\$70.00	
Microsoft® Office Specialist 2010: Word®	9/10	10/3	Tu Th	5:30 PM	8:30 PM	WFD-104	S	\$70.00	
Outlook, Introduction to	9/25	9/25	W	9:00 AM	4:00 PM	WFD-104	S	\$70.00	+book
Photoshop®, Introduction to	10/4	10/4	F	9:00 AM	4:00 PM	WFD-104	S	\$70.00	+book
PowerPoint®, Introduction to	9/11	9/11	W	9:00 AM	4:00 PM	WFD-104	S	\$70.00	
PowerPoint®, Intermediate	10/14	10/23	M	5:30 PM	8:30 PM	WFD-104	S	\$70.00	
Smart Phones: Tips and Techniques	11/6	11/6	W	9:00 AM	4:00 PM	CEC-10	S	\$70.00	
Windows® 8 for Your Laptop	9/7	9/7	Sa	9:00 AM	4:00 PM	WFD-104	S	\$70.00	+book
Construction								(704) 878-4266	
Building Contractors License Preparation	9/16	11/27	M W	7:00 PM	10:00 PM	CEC-5	S	\$190.00	
Electrical Contractors License Renewal	9/14	9/14	Sa	8:00 AM	5:00 PM	CEC-8	S	\$70.00	
Electrical Contractors License Renewal	12/7	12/7	Sa	8:00 AM	5:00 PM	CEC-8	S	\$70.00	
Electrical Wiring, Basic	8/29	12/19	Th	8:30 AM	3:30 PM	DRK-101	S	\$191.25	
EPA Refrigerant Recycling and Recovery Certification	10/17	10/24	Th	12:00 PM	4:00 PM	DRK-109	S	\$95.00	incl. CFC exam fee
HVAC Core Skills	9/9	12/10	M Tu W Th	8:30 AM	3:30 PM	DRK-109	S	\$281.25	incl. CFC exam fee
Plumbing and Pipefitting Fundamentals	8/26	12/16	M	8:30 AM	3:30 PM	DRK-101	S	\$191.25	
Food Service								(704) 878-4266	
ServSafe® (Registration ends 2 weeks prior to start of class.)	9/9	9/12	M Tu W Th	5:00 PM	8:00 PM	CATS	T	\$135.00	includes book and exam
Healthcare								(704) 978-5443	
Medical Coding and Billing with Electronic Health Records	8/19	12/16	M Tu W Th	5:00 PM	9:00 PM	WFD-218	S	\$280.00	+books
Medical Coding and Billing with Electronic Health Records	9/9	12/5	Tu W Th	9:00 AM	2:00 PM	WFD-220	S	\$280.00	+books
Medical Office Staff Training with Electronic Healthcare Records	10/29	5/14	Tu W Th F	9:00 AM	1:00 PM	WFD-218	S	\$280.00	
Medication Aide	12/2	12/13	M W F	8:30 AM	12:30 PM	GWD-104	S	\$70.00	+book
Nurse Assistant I	TBA	TBA	TBA	TBA	TBA			\$210.00	+book

Fall 2013 Continuing Education Class Schedule

Title	Start Date	End Date	Days	Start Time	End Time	Location	Town	Cost	
Nurse Assistant 2	8/27	12/12	Tu Th	8:30 AM	3:00 PM	CHR-107	S	\$206.25	+book
Nurse Assistant I Refresher	8/1	8/22	Tu W Th	5:30 PM	9:30 PM	CHR-107	S	\$125.00	+book
Nurse Assistant I Refresher	10/8	11/7	Tu Th	1:00 PM	5:00 PM	GWD-104	S	\$125.00	+book
Pharmacy Technician Training	8/15	12/5	Tu Th	6:00 PM	9:00 PM	CEC-10	S	\$180.00	+book
Pharmacy Technician Training	9/18	12/4	M W F	8:15 AM	11:15 AM	CEC-10	S	\$180.00	+book
Manufacturing and Industrial								(704) 878-4266	
Advanced Integrated Manufacturing Systems (AIMS) Lab	9/10	12/12	Tu Th	1:30 PM	7:30 PM	WFD-113	S	\$196.25	
Bioprocesses, Introduction to	9/9	9/11	M W	8:30 AM	12:30 PM	SB-202	S	May be waived ⁽¹⁾	
Bioprocess Technician	9/16	12/9	M W F	8:30 AM	12:30 PM	SB-202	S	\$231.25	
Industrial Technician	9/16	12/19	M Tu W Th	1:30 PM	5:30 PM	WFD-110	S	\$181.25	
Forklift Training	9/27	9/27	F	8:30 AM	4:30 PM	WFD-112	S	\$71.25	
Forklift Training	11/1	11/1	F	8:30 AM	4:30 PM	WFD-112	S	\$71.25	
Mechatronics	9/10	12/12	Tu Th	8:30 AM	12:30 PM	WFD-113	S	\$181.25	
OSHA Safety	10/15	10/29	Tu Th	9:00 AM	12:00 PM	WFD-104	S	\$70.00	
OSHA Safety	11/5	11/19	Tu Th	1:30 PM	4:30 PM	WFD-104	S	\$70.00	
Tools for Industrial Technology	8/26	9/11	M Tu W Th F	12:30 PM 8:30 AM	4:30 PM 12:30 PM	CEC-29	S	\$125.00	
Welding and Mechanized Cutting	9/4	12/18	M W	5:00 PM	9:00 PM	DRK-110	S	\$236.25	+equipment
Welding and Mechanized Cutting	10/1	12/19	M Tu W Th F	8:30 AM	12:30 PM	DRK-110	S	\$236.25	+equipment
Public Service								(704) 978-1340	
Basic Fire Fighter Training	8/19	12/13	M Tu W Th F	8:00 AM	5:00 PM	CEC-B1	S	\$380.00	included
EMT Basic	8/5	12/13	M W F	9:00 AM	1:00 PM	CEC-19B	S	\$226.25	+books
EMT Basic	8/6	12/13	T Th F	6:00 PM	10:00 PM	MCA-105	M	\$231.25	+books
Real Estate								(704) 878-4266	
Real Estate Broker Continuing Education: Online Electives	ongoing					Online		\$40.00	
Real Estate Broker PreLicensing	9/17	12/5	Tu Th	5:30 PM	9:00 PM	WFD-205	S	\$190.00	+book
Real Estate Broker Postlicensing: Contracts & Closings "302"	9/20	10/18	F	8:30 AM	3:30 PM	MCA-130	M	\$125.00	+book
Truck Driver Training	9/9	11/6	M Tu W Th F	8:00 AM	5:00 PM	CEC	S	\$190.00	+book
Other									
Getting Paid to Talk: Making Money with Your Voice	12/9	12/9	M	6:30 PM	9:00 PM	CEC-8	S	\$40.00	
(1) Fee may be waived for the unemployed or under employed. Call (704) 878-3235 for information.									
FOREIGN LANGUAGE								(704) 878-4266	
Spanish for the Workplace (online)	ongoing							\$70.00	
Conversational Spanish 1	9/9	10/2	M W	5:30pm	8:30pm	MCA-122	M	\$70.00	+book
Conversational Spanish 2	10/9	11/4	M W	5:30pm	8:30pm	MCA-122	M	\$70.00	+book
ONLINE COURSES/DISTANCE LEARNING (see page 13)								(704) 878-4266	
AlphaSprout - An Exciting E-Learning Opportunity	ongoing					Online		varies	
Education to Go (Ed2Go)	monthly					Online		varies	

Fall 2013 Continuing Education Class Schedule

Title Start Date End Date Days Start Time End Time Location Town Cost

PERSONAL ENRICHMENT -- CLASSES JUST FOR FUN!									
Arts and Crafts									(704) 978-5486
Acrylic/Oil Painting	9/5	10/24	Th	6:00 PM	8:30 PM	CEC-B7	S	\$65.00	+supplies
Counted Cross Stitch for Beginners	9/9	9/30	M	6:30 PM	7:30 PM	CEC-9	S	\$35.00	+supplies
Crochet	9/19	10/24	Th	6:00 PM	8:00 PM	WFD-106	S	\$35.00	+supplies
Furniture Painting	9/23	9/30	M	6:00 PM	8:30 PM	CEC-B7	S	\$45.00	+supplies
Furniture Painting	10/7	10/14	M	6:00 PM	8:30 PM	CEC-B7	S	\$45.00	+supplies
Jewelry - Basics 101	10/7	10/7	M	6:00 PM	8:00 PM	MCA-?	M	\$45.00	
Pottery: Handbuilding Techniques and Projects	9/17	11/5	Tu	6:30 PM	9:00 PM	DRK-100	S	\$135.00	
Pottery: Handbuilding Techniques and Projects	9/19	11/7	Th	9:30 AM	12:00 PM	DRK-100	S	\$135.00	
Scarf Dyeing	10/5	10/5	Sa	9:00 AM	1:00 PM	CEC-Caf	S	\$40.00	
Seat Weaving: Flat Reed	11/2	11/2	Sa	9:00 AM	2:30 PM	CEC-Caf	S	\$75.00	+supplies
Stained Glass, Advanced	9/17	11/5	Tu	6:00 PM	9:00 PM	CUR	S	\$70.00	+supplies
Stained Glass, Beginning	9/18	11/6	W	6:00 PM	9:00 PM	CUR	S	\$70.00	+supplies
Stained Glass, Fusing and Slumping	10/12	10/26	Sa	10:00 AM	1:00 PM	DRK-101	S	\$70.00	+supplies
Watercolor Painting	9/23	12/2	M	6:00 PM	9:00 PM	CUR	S	\$70.00	+supplies
Watercolor Painting	9/24	12/3	Tu	9:00 AM	12:00 PM	CUR	S	\$70.00	+supplies
Watercolor Painting	9/25	12/4	W	9:00 AM	12:00 PM	CUR	S	\$70.00	+supplies
Watercolor Painting	9/26	12/5	Th	9:00 AM	12:00 PM	CUR	S	\$70.00	+supplies
Dance and Exercise									(704) 978-5486
Social Dance	9/16	10/7	W	6:00 PM	6:45 PM	CEC-Aud	S	\$40.00	
Social Dance	10/14	11/4	W	6:00 PM	6:45 PM	CEC-Aud	S	\$40.00	
Dance Instructor	9/16	10/7	W	7:00 PM	7:45 PM	CEC-Aud	S	\$40.00	
Dance Instructor	10/14	11/4	W	7:00 PM	7:45 PM	CEC-Aud	S	\$40.00	
Food and Culinary									(704) 978-5486
Cake Decorating, Beginning	9/9	9/30	M	6:00 PM	8:30 PM	CEC-Caf	S	\$40.00	+supplies
Cake Decorating, Part 2	10/7	10/28	M	6:00 PM	8:30 PM	CEC-Caf	S	\$40.00	+supplies
Cooking With Pumpkin	11/5	11/5	Tu	5:30 PM	8:30 PM	CATS	T	\$30.00	
Gifts From Your Kitchen	12/3	12/3	Tu	5:30 PM	8:30 PM	CATS	T	\$40.00	
Quick Breads	9/3	9/3	Tu	5:30 PM	8:30 PM	CATS	T	\$25.00	
Yeast Breads	10/7	10/8	M Tu	5:30 PM	8:30 PM	CATS	T	\$40.00	
Home and Garden									(704) 978-5486
Antique Decorating and Appraising	10/7	11/11	M	6:00 PM	9:00 PM	CEC-9	S	\$75.00	
Aquaponics	9/24	10/22	Tu	6:00 PM	8:00 PM	CEC-9	S	\$35.00	
Bonsai	9/28	9/28	Sa	10:00 AM	2:00 PM	CEC-B7	S	\$80.00	
Home Staging	9/19	9/28	Th	6:30 PM	8:30 PM	CEC-9	S	\$20.00	
Sewing: Learn to sew!	9/30	11/4	M	6:00 PM	8:30 PM	QL	M	\$155.00	+supplies
Special Interests									(704) 978-5486
Auction 101	9/16	9/23	M	6:00 PM	8:30 PM	CEC-10	S	\$40.00	
Audition Basics	9/9	10/2	M W	6:30 PM	8:30 PM	CEC-8	S	\$50.00	
Fingerstyle Guitar	9/10	11/12	T	6:30 PM	8:00 PM	MCB-Aud	M	\$85.00	
Photography Basics	9/10	10/15	Tu	6:00 PM	9:00 PM	WFD-212	S	\$55.00	
Sign Language, Basic	9/9	10/21	M	7:00 PM	9:00 PM	WFD-212	S	\$50.00	
Sign Language, Intermediate	10/28	12/2	M	7:00 PM	9:00 PM	WFD-212	S	\$50.00	
Writing, Freelance	9/18	10/23	W	7:00 PM	9:00 PM	WFD-212	S	\$60.00	

Fall 2013 Continuing Education Class Schedule

Title Start Date End Date Days Start Time End Time Location Town Cost

Small Business Seminars (Statesville) (704) 878-3227

Everything You Ever Wanted to Know About Starting a Business	8/22	8/22	Th	6:00 PM	9:00 PM	WFD-108	S	No charge	
Keep the Cash Flowing: Managing Accounts Receivable	8/29	8/29	Th	6:30 PM	8:30 PM	WFD-108	S	No charge	
eBay, Part 1 - The BASICS of using eBay to Sell Your Products	9/5	9/5	Th	9:00 AM	12:00 PM	WFD-205	S	No charge	
eBay, Part 2 - Building Your Business: BEYOND the BASICS	9/5	9/5	Th	1:30 PM	4:30 PM	WFD-205	S	No charge	
eBay, Part 3 - eBay Stores	9/5	9/5	Th	6:00 PM	9:00 PM	WFD-104	S	No charge	
How to Price Your Product or Service	9/9	9/9	M	6:00 PM	9:00 PM	WFD-108	S	No charge	
Small Business Marketing for Success	9/17	9/17	Tu	6:00 PM	9:00 PM	WFD-108	S	No charge	
Build Your Business Through Networking	9/30	9/30	M	6:00 PM	8:00 PM	WFD-108	S	No charge	
Introduction to Starting a Business	10/8	10/8	Tu	6:00 PM	9:00 PM	WFD-108	S	No charge	
Writing a Business Plan that WORKS	10/10	10/10	Th	6:00 PM	9:00 PM	WFD-108	S	No charge	
Small Business Websites Part I and Part II	10/18	10/18	F	9:00 AM	4:00 PM	WFD-108	S	\$70.00	
QuickBooks Advanced Seminar - Reporting Focus	11/6	11/6	W	6:00 PM	8:00 PM	WFD-104	S	\$40.00	
Obtaining a Loan for Start-up or Business Expansion	11/7	11/7	Th	6:00 PM	9:00 PM	WFD-108	S	No charge	
FaceBook, Twitter, and LinkedIn: Growing Your Business with Social Media	11/11	11/11	M	6:00 PM	9:00 PM	WFD-108	S	No charge	
FaceBook for Your Business	11/13	11/13	W	6:00 PM	9:00 PM	WFD-104	S	No charge	
Pinterest, Blogging and Mobile Marketing	11/18	11/18	M	6:00 PM	9:00 PM	WFD-108	S	No charge	
Making an Impact with Social Media	11/20	11/20	W	6:00 PM	9:00 PM	WFD-104	S	No charge	
Record Keeping, Financial Planning, and Taxes in Small Business	12/5	12/5	Th	6:00 PM	9:00 PM	WFD-108	S	No charge	

Small Business Seminars (Mooreville) (704) 878-3227

Move from Customer Satisfaction to Customer Loyalty	8/28	8/28	W	2:00 PM	4:00 PM	MCA-125	M	No charge	
Employee Engagement	9/12	9/12	Th	9:00 AM	10:00 AM	MCA-125	M	No charge	
Leadership Development	9/16	9/16	M W	6:30 PM	8:30 PM	MCA-108	M	\$70.00	
Grant Seeking and Writing	9/20	9/20	F	9:00 AM	4:00 PM	MCA-117	M	\$70.00	
Small Business Publishing and Promoting 102	9/25	9/25	W	2:00 PM	5:00 PM	MCA-125	M	\$40.00	
How to Set-up QuickBooks Pro - Seminar	10/21	10/21	M	2:00 PM	4:00 PM	MCA-125	M	No charge	
Basic Bookkeeping Seminar	10/22	10/22	Tu	6:00 PM	8:00 PM	MCA-122	M	No charge	
Small Business Publishing and Promoting 102	10/23	10/23	W	2:00 PM	5:00 PM	MCA-125	M	\$40.00	
How to Report NC Sales Tax	11/4	11/4	M	2:00 PM	4:00 PM	MCA-125	M	No charge	
Getting the Word Out About Your Business	12/9	12/9	M	10:00 AM	12:00 PM	MCA-125	M	No charge	
ABC's to Starting a Business	12/10	12/10	Tu	6:00 PM	9:00 PM	MCA-117	M	No charge	

Basic Skills/GED (704) 878-3232

Basic Reading, Writing and Math Skills. Instruction on the 5 subject areas of the GED test: Reading, English, Math, Social Studies, and Science									
Basic Skills/GED Registration and Orientation	8/19	12/2	M	9:00 AM	12:00 PM	CEC-29	S	No charge	Provided
Basic Skills/GED Registration and Orientation	8/19	12/2	M	5:30 PM	8:30 PM	CEC-29	S	No charge	Provided
Basic Skills/GED Registration and Orientation	8/19	12/2	M	9:00 AM	12:00 PM	MCA-209	M	No charge	Provided

Fall 2013 Continuing Education Class Schedule

Title	Start Date	End Date	Days	Start Time	End Time	Location	Town	Cost	
Basic Skills/GED Registration and Orientation	8/19	12/2	M	4:00 PM	7:00 PM	MCA-203	M	No charge	Provided
Basic Skills/GED Registration and Orientation	8/19	12/2	M	9:00 AM	12:00 PM	COL-EC	S	No charge	Provided
GED Online	8/19	12/2	Online			Online		No charge	Provided
GED Online	8/19	12/2	Online			Online		No charge	Provided
3D GED	8/19	12/2						No charge	Provided
Math and More for the College Bound	9/9	10/31	M Tu W Th	9:00 AM	1:00 PM	CEC-203	S	No charge	Provided
Math and More for the College Bound	9/9	10/31	M Tu W Th	9:00 AM	1:00 PM	MCA-106	M	No charge	Provided
Math and More for the College Bound	11/4	12/19	M Tu W Th	9:00 AM	1:00 PM	CEC-203	S	No charge	Provided
Math and More for the College Bound	11/4	12/19	M Tu W Th	9:00 AM	1:00 PM	MCA-106	M	No charge	Provided
ABE (Adult Basic Education)								(704) 878-3232	
ABE 1	8/19	12/16	Tu Th	5:30 PM	7:30 PM	CEC-5	S	No charge	Provided
ABE 1	8/19	12/16	M Tu W Th	8:00 AM	12:00 PM	CEC-4/5	S	No charge	Provided
ABE 1	8/19	12/16	M Tu W Th	8:00 AM	2:30 PM	MCA-205/207	M	No charge	Provided
English as a Second Language (ESL)								(704) 878-3236	
ESL Registration	8/19	12/16	M W	9:00 AM	12:00 PM	CEC-26	S	No charge	Provided
ESL Registration	8/19	12/16	M W	8:30 AM	12:00 PM	MCA-206	M	No charge	Provided
ESL Registration	8/19	12/16	M Tu W Th	5:30 PM	8:30 PM	CEC-26	S	No charge	Provided
ESL-Computer Lab	8/19	12/16	M Tu W Th	9:00 AM	12:00 PM	MCA-206	M	No charge	Provided
ESL-Computer Lab	8/19	12/16	M Tu W Th	5:30 PM	8:30 PM	MCA-206	M	No charge	Provided
ESL-Computer Lab	8/19	12/16	M Tu W Th	9:00 AM	2:00 PM	CEC-26	S	No charge	Provided
ESL-Computer Lab	8/19	12/16	M Tu W Th	5:30 PM	8:30 PM	CEC-26	S	No charge	Provided
ESL-Citizenship	8/19	12/16	M Tu W Th	9:00 AM	12:00 PM	MCA-206	M	No charge	Provided
ESL-Citizenship	8/19	12/16	M Tu W Th	5:30 PM	8:30 PM	MCA-206	M	No charge	Provided

Legend

AUT	Auto Tech Center, 258 Murdock Rd., Troutman
CATS	Iredell-Statesville Schools Career Academy and Technical School, 258 Murdock Road, Troutman
CEC	Continuing Education Center, 701 W. Front St., Statesville
CHR	Cherry Street Center, 704 Cherry St., Statesville
COL-EC	Collier Enrichment Center, 110 W. Allison St., Statesville
CUR	Current House, MCC Main Campus, 507 W. End Ave., Statesville
DRK	Drake Street Annex, CEC, 335 Drake St., Statesville
GWD	Goodwill Workforce Development Center (beside Statesville Home Depot)
MCA	Mooresville Center, 219 N. Academy St., Mooresville
MCB	Mooresville Center, 239 N. Academy St., Mooresville
MVLL	Mooresville Public Library, 304 S. Main St., Mooresville
QL	Quilter's Loft Company, 188 N. Main St., Mooresville
SB	Science Building, Main Campus, 500 W. Broad St., Statesville
WFD	Technology and Workforce Development Center, 701 W. Front St., Statesville

Cancellation Policy

The College reserves the right to cancel a class due to lack of enrollment. In this case, registered students will be issued a full refund. Students who officially withdraw from a course prior to its beginning will be issued a full refund. Participants who officially withdraw from a course prior to the 10% point will be issued a 75% refund. Students who officially withdraw from a course after the 10% point are ineligible for a refund. For assistance with cancellations or transfers, call (704) 878-3220.

Inclement Weather Policy

In the event of adverse weather, Mitchell Community College will determine whether to delay classes, cancel classes, or close the College. A decision will be made by 6 a.m. for day classes and by 3 p.m. for evening classes. Check local television and radio stations or the following locations for information:

- Mitchell Community College
- Web Site—www.mitchellcc.edu
- Facebook— www.facebook.com/MitchellCommunityCollege
- Switchboard/Call-In—(704) 878-3200

**Register Today for
Fall Semester**

**Call
(704) 878-3220
for class availability.**

Registration

- Students must attend the first class meeting.
- Refunds will only be made under special circumstances. Please inquire when registering.
- Students must be 18 years of age or older. Students under age 18 may enroll with special requirements.
- A higher registration fee must be charged to a student enrolling in the same Occupational Extension course more than twice in a five-year period. This policy is waived if course repetition is required for certification/licensing standards.
- Continuing Education courses, programs, and events may be canceled or changed due to State budget limitations.
- Registration fees for occupational extension classes are established by the State Board of Community Colleges.

Payment Options

Cash, check, money order, credit card, or third-party billing. Call (704) 878-3220 for more information.

Books

Continuing Education textbooks are available at the bookstore and are generally available two weeks prior to the first day of class. Textbooks for the Mooresville Center classes are sold on-site. Some textbooks may be ordered online. Call (704) 878-3220 or visit www.mitchellcc.edu/bookstore/ for more information.

Mitchell Community College Bookstore

Montgomery Student Union, 500 W. Broad St., Statesville, NC 28677-5264, Phone (704) 878-3275, Fax (704) 878-4294. Regular store hours are Monday through Thursday 8:30 a.m. - 6:00 p.m. and Friday 8:30 a.m. - 1:30 p.m.

Payment Information

- For checks, credit cards, or if requesting a refund, students or parents must present an official photo ID.
- If paying with a credit card, the cardholder must be present.
- Financial aid, sponsored, and third-party students must provide a photo ID.
- Bring a copy of your registration form.

Refund Policy and Procedures

- Books can only be returned within the first five days of the class start date with a valid Mitchell cash register receipt.
- Books cannot be returned if the shrink-wrap has been removed or opened.
- Books purchased after the return period can be returned for full or partial credit within 48 hours with a valid receipt.
- Refund checks are issued by the Financial Services Office within four to six weeks.



Financial Assistance

If you are interested in job-training or retraining courses and need help with fees, scholarship funding may be available. Call (704) 978-5439 to inquire about options.

Training is just a click away!



Ed2Go

Choose from hundreds of instructor-led courses that you can take anytime, anywhere. Categories include:

- Accounting and Finance (36 courses)
- Business (105 courses)
- College Readiness (16 courses)
- Computer Software Applications (81 courses)
- Design and Composition (51 courses)
- Healthcare and Medical (37 courses)
- Language and Arts (82 courses)
- Law and Legal (8 courses)
- Personal Development (127 courses)
- Teaching and Education (66 courses)
- Technology (96 courses)
- Writing and Publishing (41 courses)

Classes begin monthly and are available 24/7. Prices range from \$70 to \$115. Visit www.ed2go.com/mitchellcc for course listings, descriptions, prices, and registration information. For more information call (704) 878-4266.

AlphaSprout

Get on-demand e-learning courses that are highly interactive and perfect for adult learners. Courses use audio, video, graphics and simulations to teach. Categories include:

- Business Analysis Professional
- Certification Prep-Microsoft
- Certification Prep-Technical
- Certification Prep-Web Development
- Communication
- Customer Service
- Desktop Software
- Financial Management
- Human Resources
- Leadership
- Management
- Miscellaneous
- Project Management
- Sales & Marketing
- Technical-Software

Classes are available 24/7 and can be completed at your own pace. Prices range from \$74 to \$134. Visit https://AlphanumericSystems.csod.com/default.aspx?c=mitchell_oe_primary or call (704) 878-4266.

Online Spanish for the Workplace

Learn Spanish with our innovative, online program designed to teach job-specific Spanish. Courses are available 24/7 and the cost is \$70. Visit www.myspanishteacher.com/mitchellcc or call (704) 878-4266.



Motorcycle safety

Take the class. Save on insurance.

Learn the proper techniques needed to ride a motorcycle safely. We offer classes for beginning and experienced drivers. If you are successful in completing the Basic Rider Course, you will receive a waiver card for the road test of the NC DMV motorcycle license test.

Basic RiderCourseSM (BRC)

Aug. 23-25, Sept. 13-15, Sept. 27-29, Oct. 4-6, Oct. 18-20, Nov. 1-3, and Nov. 8-10. Classes meet Fridays 6-10 p.m. and Saturday and Sunday, 8 a.m.-5 p.m. Cost is \$149.

Advanced RiderCourseSM (ARC)

Saturday, Sept. 21, 8 a.m.-5 p.m. Cost is \$70.

Register early, class size is limited to 12. For more information, visit www.mitchellcc.edu/programs/motorcycle-safety/ or call (704) 878-4266.

Shall we dance?



Dance lessons from a pro!

If you love "Dancing with the Stars" or just enjoy dancing for fun and exercise, sign up for one of these exciting new classes by Yusimi Cruz from the Havana Ballroom. Cruz and members of his team trained many of our stars who participated in the MCCEE's Dancing with the Iredell Stars.

Social Dancing

Mondays, Sept. 16–Oct. 7 or Oct. 14–Nov. 4, 6-6:45 p.m.

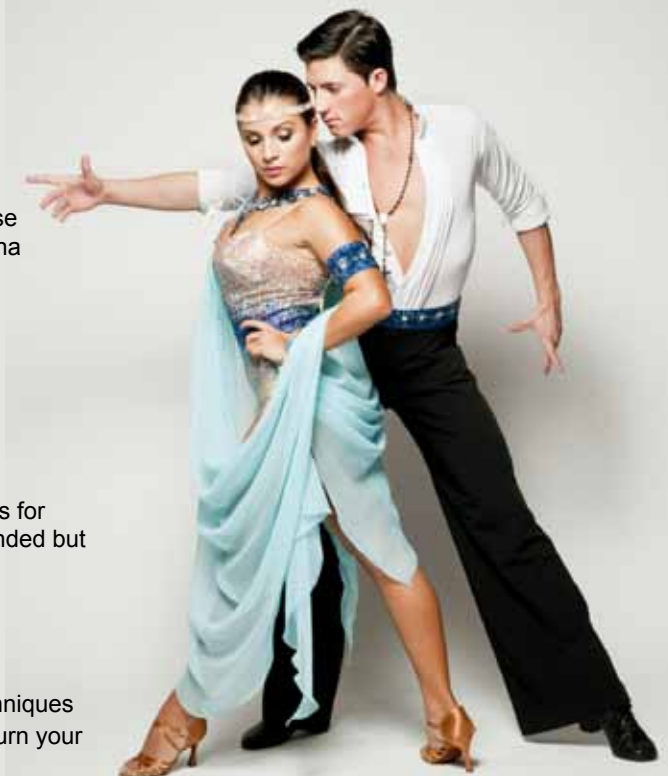
Learn basic social ballroom dances—the waltz, rumba, and more. This class is for beginning and experienced dancers. Registration with a partner is recommended but not required.

Dance Instructor

Mondays, Sept. 16–Oct. 7 or Oct. 14–Nov. 4, 7-7:45 p.m.

Practice social dances from an award-winning performer. Learn tips and techniques of dance instruction from a master teacher. This class will show you how to turn your skill into an opportunity for income or a thriving business.

Cost is \$40. For more information or to register, visit www.mitchellcc.edu/continuing-ed/ or call (704) 978-5486.



Connecting people to nature

Ecological experience next summer in Yellowstone National Park



You will get to view wildlife, hike trails, explore the plant life and physical formations of the land, and participate in several research projects. Instructors and participants will lead specific topic discussions, including the geology of Yellowstone, the reintroduction of the gray wolf and bald eagle, the ecology of cutthroat trout, and the delicate balance of life in high altitude ecosystems and lake ecosystems. You will also hike with wildlife photographer, Dan Hartman, and learn about wolves from wildlife biologist, Rick McIntyre.

You can read about past trips and see photos at www.mccprojectynp.wordpress.com.

If you are interested in nature and geology, you may want to sign up for Mitchell's Project Yellowstone. Participants will study the flora and fauna of the Greater Yellowstone Ecosystem; learn about the geological history and geothermal features of Yellowstone National Park; and investigate current issues relevant to park management while sharing the experience with a community of nature enthusiasts.

About the Leader

Parks Collins, a biology instructor at Mitchell Community College, has led student and adult groups in Yellowstone for the past four years. He has a MS in Biology from The University of Nebraska Kearney, where his research dealt with invertebrate ecology and behavior. With this particular program, he is interested in finding out if immersing participants in the process of science through nature-based research projects (i.e. citizen science projects) can increase scientific knowledge and/or engagement.



DETAILS

Trip Dates: June 12-18, 2014

Cost: \$1,240 which includes roundtrip airfare from Charlotte, lodging, ground transportation, supplies and instruction. Participants are responsible for meals and airline luggage costs. Payment options are available. Trip limited to 12 participants.

Anyone 18 years and older may participate. Children 12-18 years old may attend if accompanied by a parent. Public school teachers can receive CEU credits.

Find out more.

Attend one of our information sessions. These will be held on Tuesday, Sept. 17 and Tuesday, Oct. 15, 5:30-7 p.m. in the Continuing Education Center, Room 10 at 701, W. Front St., Statesville.



She's on the road to a new career!

Training is fast. Pay is great.

According to the U.S. Department of Labor, employment for heavy and tractor-trailer truck drivers is projected to grow 21 percent from 2010 to 2020, faster than the average for all occupations. As the economy grows, the demand for goods will increase, and more truck drivers will be needed to keep supply chains moving.¹ In addition, new federal regulations limiting the number of hours that a truck driver can be on the road means companies will need more drivers.

Sandi Watts was "underemployed" and came to Mitchell's Back-To-Work program. She decided to take the truck driver training. "I saw there were a lot of jobs out there and the pay was good," said Watts.

She completed the program and scored a 3.7 GPA on her CDL exam and received her CDL with a tanker endorsement. She has begun training with a major carrier and will be driving a refrigerator truck and will be hauling refrigerated foods to distributors in the lower 48 states.

Finding a job wasn't difficult. "You actually had choices," said Watts. "A number of companies came to to class to recruit us." One of the reasons she picked her employer was that she will be able to take her dog on the road.

Watts is excited about her new career. "This is about the only profession where you can spend \$1,000 and start out making \$40,000 to \$50,000 a year. My husband is going to go to the next



class in August. When he gets trained we are going to drive as a team!!"

Mitchell's Truck Driver program is offered through a partnership with Caldwell Community College and Technical Institute in Hudson, NC. Orientation for the next session is on Tuesday, Aug. 20. The class will begin Sept. 9 and meet Monday-Friday, 8 a.m.-5 p.m. through Nov. 6. For more information visit www.mitchellcc.edu/programs/truck-driving/index.cfm or call (704) 878-4266.

¹Source: Bureau of Labor Statistics, U.S. Department of Labor, Occupational Outlook Handbook, 2012-13 Edition, Heavy and Tractor-trailer Truck Drivers



Feedback from local industry indicates a need for trained welders. In fact, almost every area of manufacturing, maintenance and construction uses welding technology.

Dustin Perry found that to be true. After getting laid off from a fabrication company in the racing industry, Perry enrolled in Mitchell's Back-to-Work program in January and decided to take welding.

Forge a new career in welding!

Where job opportunities are hot.

As part of the program, he completed his Career Readiness Certification (CRC) which demonstrates proficiency in applied mathematics, reading for information and locating information—skills important to today's employers.

In four months, Perry is **back to work**. "The knowledge and experience I gained helped me land a welding job at Pneu-Mech Systems." Pneu-Mech Systems MFG. LLC is a custom manufacturer of paint application systems and powder coat systems for multiple industries. Perry is currently working through CDS and hopes to be converted to Pneu-Mech's payroll after 90 days.

"On the job, I've learned that the ability to read blueprints, tell the difference in the gauges of metal, and set up welders is just as important as the actual job of welding," said Perry. "Reading a blueprint accurately

is critical. If you read it wrong and make a part that's out of tolerance, it can result in costly delays."

The Welding and Mechanized Cutting class teaches basic welding skills. Students learn to shape and cut metals, interpret blueprints, understand weld tests and codes, and apply safety practices. They gain experience in stick, MIG, and TIG welding. The class includes "hands-on" projects with an emphasis on practical applications including plasma cutting.

Evening classes start Sept. 4 and meet Mondays and Wednesdays, 5-9 p.m. through Dec. 18. Day classes start Oct. 1 and meet Monday-Friday, 8:30 a.m.-12:30 p.m. through Dec. 19. Registration is \$231.25. Students must provide appropriate safety equipment. For more information call, (704) 878-4266.

Former Statesville running back finds team spirit in firefighter career.

In 2005, Walter Horne, Statesville High School's star running back headed off to Catawba College on a full athletic scholarship with plans to pursue a career in sports management. This was a great opportunity for a kid who began living in foster homes at the age of nine.

An ACL tear to his left knee and a need to help support his family forced him to give up his plans so he returned to Statesville. Once home, he went to work in sales for a race marketing company and in construction—both which took hits with the economy. Horne decided he wanted a more stable career for himself and his family. When he heard that the Statesville Fire Department was going to be hiring, he decided to enroll in Mitchell Community College's Basic Fire Training (BFT) program.

"Being a fireman is something I never considered growing up," said Horne. "It was a lot of late nights and early mornings but it was worth it. It involved a lot of hands-on training which I enjoyed and the experience made me more confident on the job."

After completing his BFT certification, Horne decided to get his Emergency Medical Technician (EMT) certification through Mitchell.

Firefighting requires teamwork and can be physical, just like football.

"I love working for the Statesville Fire Department," said Horne. "It's like a second family. We depend on each other and we look out for each other. It's a real sense of community, something I think I've wanted all my life."

Horne attributes much of his accomplishments to the Ken Vance family. "I played football with their son Wes," said Horne. "They



treated me like family. They kept me on track and motivated me to do my best. They helped me grow personally and professionally. They were my mentors then and are my friends today!"

Firefighter Training/Certification

Mitchell Community College offers several options.

- Basic Fire Training (BFT) includes certification for Firefighter 1 and 2 plus Emergency Vehicle Driver (EVD)
- Fire and Rescue Training provides continuing education for individuals working for municipal and volunteer fire departments.
- Fire Officer Training offers firefighters training to qualify for higher level positions.
- A.A.S. Degree in Fire Protection Technology prepares individual for careers or advancement in governmental agencies, industrial firms, insurance rating organizations, educational organizations and municipal fire departments.

For more information, visit www.mitchellcc.edu/programs/public-safety or call (704) 978-1340.



Emergency Medical Technician

Our EMT Basic training is a fast-paced class where you will learn to handle emergencies such as heart attacks, childbirth and how to perform skills such as splinting broken bones and maintaining a trauma patients airway. Upon completion, you should be prepared to take the North Carolina EMT basic exam.

We offer both day or evening classes.

If you want to advance your skills, we offer EMT Intermediate, EMT Paramedic as well as a number of continuing ed classes to keep your credentials up to date.

For more information, visit www.mitchellcc.edu/programs/public-safety/ or call (704) 978-1340.

I got the job!

Advanced manufacturing training leads to employment.

"I got the job!" Duke Carpenter was excited when Carolina Precision Manufacturing in Mooresville called to offer him a job. Carpenter, had been unemployed for two years, when he decided to take advantage of Mitchell's Back-To-Work program. Through the program, he received training



in machining and is working as a CNC operator.

"I'm so happy that I went and asked for help," said Carpenter. "Thanks to Mitchell, I was able upgrade my skills. For that I am forever grateful!"

"The program has provided me great support and an opportunity to upgrade my technical and personal skills."

Craig Johnson "got the job" as a technical machine operator for NGK Ceramics. Johnson, who worked in the telecommunication industry for years, lost his job through a downsizing. He decided to look into advanced manufacturing training after hearing there were job opportunities. Through Mitchell's Back-to-Work program, Johnson received training as a Certified Production Technician (CPT).

"I had a whole different concept of manufacturing—my parents both worked in manufacturing. But now, seeing all the new technology—it's another world, said



Johnson. "This class has afforded me knowledge in all aspects of manufacturing, not just the technical side but production, safety, quality and maintenance."

Mitchell's advanced manufacturing training has been developed with significant input from local industry.

"We want to make sure we are teaching the skills that are in demand so our students are 'job-ready' when they complete the program," said Beverly Hedrick, director of occupational extension and special projects.

Credentials build confidence

Microsoft® certifications lead to new job

For Cheryl Campbell, Mitchell's Back-To-Work program gave her confidence plus valuable credentials. She successfully completed Microsoft specialist certifications in five programs—Word, Excel, PowerPoint, Outlook and Access. Her hard work, along with the certifications landed her a position with Purple Heart Homes where she is helping the organization implement a new database system.

Campbell came into the program with good computer skills, but quickly learned how much more the different software packages could do. "With software, it's hard to know what you don't know," said Campbell. "The training has taught me so many more capabilities and shortcuts—things that make my work more efficient and accurate."

"Employers say it is tough finding candidates with strong computer software

skills," said Beverly Hedrick, title. "That indicates employers are "raising the bar" and expecting a lot more from prospective employees. These certifications provide quantitative proof of a candidate's abilities and can set a resume apart."

In addition to Microsoft training, the Back-To-Work program offered so much more. "I learned the importance of networking," said Campbell. "I joined the International Association of Administrative Professionals (IAAP). Participation provides me with opportunities to network with other professionals.

Campbell also got a makeover at Mitchell's Cosmetology Center. "They do a great job and it's perfect for someone on a tight budget.

While Campbell's position is part-time, she is confident that full-time work will come in the near future. "My willingness



to work part-time and the commitment I've made to training will hopefully show prospective employers that I will be a motivated employee!" said Campbell.

For information on Microsoft Office software training and certification testing, see the fall schedule on page 8 or call (704) 878-4266.

Career Jumpstart— urgent care for your job search



Every Monday night a group meets at the Mooresville Campus for the Career Jumpstart class. The class is for individuals who are unemployed or under-employed. They meet to discuss job searches, practice interviews, and refine resumes and cover letters.

It's more than a class, it's a family. In fact, several members have already landed jobs and still come back for the kinship. The class is facilitated (or coached) by Michelle Beam.



"It's nice to know you're not the only one. You sit back and think I've been out of work this long, what's wrong with me. Then you come in here and find all these people who are in the same situation," said Pam Bumgarner. "Everybody supports everybody."

"We have spent so much time together in a safe environment," said Terry Lamb who's background is in operations. "We can tell each other what's good and what's not good. We want to help each other do better."

"They say that losing your job doesn't carry the stigma that it used to, but when you've lost your job, you feel awful. Then you come in here and it's a judgment-free zone where everybody else is going through the same thing but everyone is 100 percent supportive," said Kim Gibson who recently got a job as a document controller.

Chester Willis left his job after 29 years. "I walked in the first night, and I thought this class is different. I couldn't really explain it. The atmosphere was so supportive—you could feel it. A lot of programs offer support—you can hear it but you don't really feel it." Willis got a job but continues to come to the class. "It's important for me to see everyone here succeed."

Robert Walker, who is searching for an IT position got his first interview. "People who work in IT don't talk a lot and this class has brought me out of my shell. The interview I



had today was a "piece of cake" compared to the ones we do in here."

Louis Roca, a former credit and collections manager appreciates the support. "They give me their time and help me think about the skills I have that are transferrable."

"We do career coaching. I tell the folks you don't always have to do what you've always done," said Beam. "In fact this is the perfect time to make a change. You ought to do what you love to do. Just because you've done a job for 20 years doesn't mean you can't change. Your taste in food, music, and movies change over the years, so why can't you change your career?"

Jumpstart it now! Call (704) 878-3235.

Michelle,

I owe you a great deal of thanks. I've been to other employment services but I've been to none as fulfilling as your sessions.

The reason your sessions have been different is very easy to see—it starts with you. How you interact with the group, how you encourage the group, and how you teach the group to achieve is fantastic. Whoever thought you could go to an employment seminar and come out uplifted?

Here is the other amazing part...I've been coming to a class on how to get a job for just five weeks and because of the way you have us network with each other I find myself cheering for the team. I actually care what happens to the consistent attendees—Terry, Catherine, Carolyn, Robert, Karl, Rick and Pat. I pull for their success.

Chester





Your future is calling.

With the GED® test, you can answer.

have until the end of 2013 to pass or they will need to start over again in 2014 with the new GED test in order to receive their high school credential.

“We can help adult learners get prepared to take the parts of the GED test they still need

to pass. We want folks to succeed!” said Putnam. “We’ll ensure they are registered and have all the support they need to finish and pass.”

Enroll today

Attend a Registration/Orientation session any Monday at one of our locations. (No appointment necessary.) Only the first 20 students are admitted for each session. After orientation, you will be referred to a class that meets your schedule. Daytime and evening classes are held continually throughout the year. You can also study online. For more information, visit <http://www.mitchellcc.edu/programs/basic-skills/ged.cfm> or call (704) 878-3232.

Testing

Students must preregister to take the actual GED test. The current GED test fees are \$35.00. Students must have a valid government issued photo ID to take the test.

DON'T WAIT!
Due to the holidays,
the last dates for
testing are
Nov. 19 and 20.

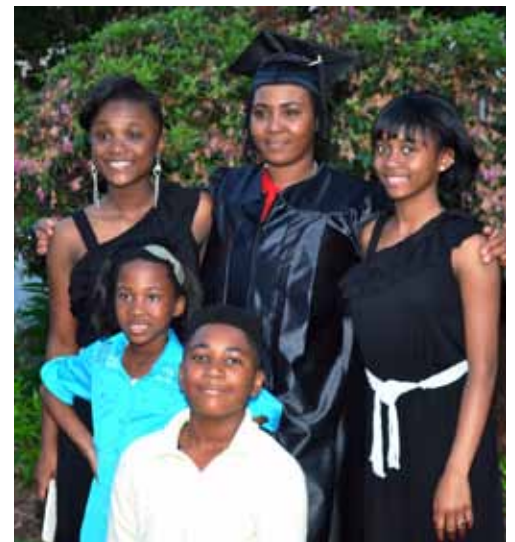
The GED test has opened doors to better jobs and college programs for more than 18 million graduates since 1942. Last year nearly 800,000 adults sat for the GED test, which is accepted by virtually all U.S. colleges and employers. It is a reliable and valuable pathway to a better life for the millions of adults without a high school credential.

Changes coming in 2014

The current version of the GED® test will expire at the end of 2013 and scores earned will expire too. And, the cost of testing will dramatically increase.

“We want to be sure that everyone is aware of this deadline. GED test-takers must act now to finish and pass before the current test expires,” said Candy Putman, Mitchell Community College’s chief GED examiner. “If you’ve already started the GED® test, you’re almost there.”

Those who have taken the 2002 Series GED test, but not passed all five parts,



New GED Testing? So what’s the difference?

	Current 2002 Series Test	New Test Effective January 2, 2014
Description	Five parts: reading, writing, mathematics, science and social studies	Four parts: Language arts, mathematics, science and social studies
Format	Paper-based testing ONLY	Computer-based testing ONLY Note: The test is not delivered online over the Internet but at an approved testing center.
Cost	\$35 total for the set of five tests Students who began the 2002 Series GED® test at the \$7.50, \$25 or \$35 rate are not required to pay any additional fees.	Set of 4 tests--\$120 Individual tests are \$24 each
Retest Cost	Students who paid for the 2002 series test can retest up to 3 times at no additional charge.	Retests are \$24 per test.
Carryover	NA	Test scores from the 2002 Series expire December 31, 2013 and retesting is required.

3D GED

A deal these women couldn't pass up.

When Anna Dunsmore, Linda Pugliese, Shannen Robinson and Jennifer Sarris learned that the current GED test was expiring at the end of 2013 and they would lose their test scores, it gave them the incentive to complete their GED. Up until now, it was easy to put it off but now the clock was ticking.

At the GED orientation, they met Cindy Cobb, Mitchell's 3D GED coordinator and learned they could complete their GED, and at the same time get their Career Readiness Certification (CRC) plus an occupational certification with no tuition costs. It was a deal they couldn't refuse. All decided to pursue a Certified Nurse Assistant certificate. They completed the program on July 15.

"For me, the financial incentive got me started," said Shannen Robinson who plans to continue her training and pursue an EMT certification. "I had test scores I didn't want to lose."

After Anna Dunsmore's daughter was born in October, she decided it was time to get her GED. "The 3D GED/CNA gave me the incentive to go back to school," said Dunsmore. "Completing it has given me the confidence and drive to continue." She has already enrolled for fall semester and plans to pursue a degree in nursing.

Jennifer Sarris moved to the area with her family so her husband could go to NASCAR Tech. The couple has three young children and finances are tight. "I wanted to complete my GED so I could set an example for my children," said Sarris. "Without the 3D GED, I would not have been able to afford tuition for the CNA program. Now I can get a better



(l-r) Linda Pugliese, Anna Dunsmore, Shannen Robinson and Jennifer Sarris

paying job." Sarris wants to continue her education and pursue a career as a surgical tech or physical therapy tech.

Linda Pugliese had often thought about getting her GED. "Not having a high school diploma bothered me for years," said Pugliese. "I wanted to better myself." Pugliese who wants to work in a hospital plans to take the CNA II course then possibly phlebotomy.

Cindy Cobb, Mitchell's 3D GED coordinator, works with students to help ensure they reach their goals.

"I'm not sure I would have succeeded without her interest and support," said Sarris.

"She stuck with us. She worked with us as a group. She worked with us individually. If you had a problem she was on it," added Pugliese.

About the Program

The **3D GED** program offers students an outstanding opportunity to complete a series of "stackable" credentials.

- **Diploma for the GED**
- **Documented Career Readiness Certification (Bronze, Silver or Gold)**
- **Dynamic Occupational Certificate leading to a career pathway**

or

- **Developmental coursework for the college-bound student**

Mitchell will waive tuition for the CRC and occupational or developmental courses while the student is enrolled in the GED preparation class. For more information on the program, occupational options, and to see if you qualify, call (704) 878-3236.

In addition to GED preparation and testing, Mitchell Community College offers:

Adult Basic Education (ABE) helps individuals 18 and older learn to read and write or to improve their reading, writing, and math skills. Students may begin at any level and progress at their own pace to work on these skills. Tutors and one-on-one instruction are often available for ABE students.

ESL (English as a Second Language) lets you improve your reading, writing and speaking skills if your primary language is not English. You can choose the level that best fits your needs. Our ESL citizenship class can help you successfully pass the exam. You can register any Monday or Wednesday. No appointment necessary.

Math and More prepares high school and GED graduates for college placement tests in math, reading and writing. You will learn about the college application process, how to apply for financial aid, ways to adapt to college life, plus basic computer skills.

500 W. Broad Street
Statesville, NC 28677-5264

An Equal Opportunity College/Affirmative Action Employer

Pardue named as job placement specialist

New position to help match employers with successful completers.

Kelly Pardue has been named as Job Placement Specialist in the Workforce and Continuing Education Division. In this role, Pardue will serve as a liaison between students and industry, work with technical experts to align curriculum with industry needs; develop work-based learning opportunities for students, and place participants in training-related employment.

“This position is important to the success of our Building Technical Talents program,” said Carol Johnson, Mitchell’s vice president for workforce development. “We need to make sure our training matches the needs of business and industry and that they are satisfied with the caliber of individuals we place in internships or full-time positions.”

Pardue will offer career guidance and mentoring and work to ensure successful completers secure full-time employment.

“I am looking forward to building relationships with participants in order to match their skill sets with those of employers,” said Pardue. “I will be coaching and helping clients identify barriers that can interfere with their job search.”

Pardue has most recently been working as a Back-to-Work Success Coach, a Work-Certified Coordinator and an instructor as part of Mitchell Community College’s Back-To-Work program. She has worked part-time at Mitchell for nine years. Her experience includes business development, recruiting and marketing. She has a bachelor’s degree from the University of North Carolina at Wilmington. You can contact Kelly Pardue at (704) 978-1366 or kpardue@mitchellcc.edu.

The Job Placement Specialist is a one-year position funded by the NC Rural Center.



Are registration fees keeping you from signing up for classes?

If so, financial assistance may be available. Call us at (704) 978-5439. We’ll see if we can help.