FOCUS ON SUCCESS

Andrew Duncan
NURSE AIDE,
HENDERTONVILLE HEALTH AND REHABILITATION

READ MORE ABOUT ANDREW ON PAGE 2

ECONOMIC AND WORKFORCE DEVELOPMENT/CONTINUING EDUCATION

SCHEDULE OF COURSES
MAY 2014 TO JULY 2014

WWW.BLUERIDGE.EDU • (828) 694-1735 • (828) 883-2520
Focus on Success
Andrew Duncan
Nurse Aide
Hendersonville Health and Rehabilitation

Twenty one year old Andrew Duncan has established an ambitious long term career goal—he plans to be a flight nurse Mission Air Medical Ambulance (MAMA). Andrew is pursuing his nursing career one step at a time. In April 2013, he graduated from the Nurse Aide I course required for the Blue Ridge Community College associate degree nursing program. He immediately found a job with Hendersonville Health and Rehabilitation (HHR) as a nurse aide where he works the evening shift. “That young man is great . . . so helpful. We all love him here,” says one of the patients at HHR.

In addition to his job as a nurse aide, Andrew is also very active in his community. During the past several years he has earned various fire and rescue certifications through Blue Ridge Community College. He currently volunteers with Mills River Fire Department and works part time with Henderson and Transylvania Forest Service. He also serves with the Henderson County Honor Guard, participating in memorial services for fallen law enforcement officers and firefighters.

“I earned my nurse aide certification because I love helping people,” Andrew says. “It has opened a lot of doors for me.” The next step in his career plan is to enroll in Blue Ridge’s associate degree nursing program.
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Learning for Work

Phlebotomy

Beginning August 2014, Blue Ridge Community College will launch a new continuing education program in Phlebotomy. The program will be offered during the day on the Henderson County Campus and in the evening on the Transylvania County Campus.

About the Program:
Phlebotomy technicians draw blood from patients and prepare specimens for testing or storage. They work in hospitals, physicians’ offices, laboratories, clinics and blood banks. If you are seeking a career in the health care field, like working with people, and possess good interpersonal skills, a career as a phlebotomy technician may be for you.

The Phlebotomy program is an intense course of study with 3 phases (class, lab and clinical) that prepares students for technician positions to draw blood from patients and prepare specimens for testing or storage in hospitals, physicians’ offices, laboratories, clinics and blood banks. Content includes the circulatory system, anatomy, physiology, and the phlebotomist role in the health care system. The course also covers procedures and the responsibility and skills required for job acquisition, retention, and advancement.

This program is 200 hours: 110 class/lab and 90 hours clinical. Clinical hours and location may vary. Program graduates receive a certificate of completion and are eligible for state certification.

Information Sessions:
All interested persons should attend one of the following free information sessions to receive important registration and enrollment information:
Wednesday, May 7, 10 a.m. to 12 p.m., Transylvania County Campus, TRCT Room 204
Tuesday, June 10, 10 a.m. to 12 p.m., Henderson County Campus, Sink Building Room 233
**Course Costs:**
- Registration Fee: $180
- Insurance: $16.30
- Materials Fee: $100
- Textbook: (estimate) $100 (Available at the BRCC Bookstore)
- ID Tag: $5 (Available at the BRCC Bookstore)
- Gray Scrubs: (estimate) $30
- Criminal Background Check and Drug Screening: $66.50 (form available first day of class, cost varies)

**Medical Prerequisite:**
Students must have proof of immunization for Rubella, Chicken Pox Titer, Two-Step TB Skin test with results (good thru clinical) proof of the first Hepatitis B Inoculation OR signed release form for the Hepatitis B Inoculation, and a current Tetanus, before enrolling in the program. A medical form is available for your convenience. Local health departments can provide any or all of the above.

**Registration Requirements: (Must provide copies of 2-5 at time of registration)**
- Check website on June 1, 2014, for registration date.
- Registration will be held one day only and must be completed in person.
- It will be first come, first serve with no waiting list. Payment is required at registration.
  1. The student must be 18 years old or older.
  2. The student must provide proof of a current Certified Nurse Aide I license.
  3. The student must provide copy of a high school diploma or high school equivalency diploma and current CPR card.
  4. Provide proof of medical requirements (see above).
  5. The following identifications are required:
     - Signed Social Security Card (cannot be laminated), or letter from Social Security Office.
     - Current Driver’s License or government-issued picture ID. Names must match.

**Clinical Information:**
Scheduled hours and duration for each clinical experience will vary according to the clinical facility, but must total 90 hours. Clinical hours may start as early as 5 a.m. and end as late as 5 p.m. Students are usually scheduled 6 to 8 hours per day. A variety of facilities are utilized for clinical practicums. Students must have reliable transportation and be able to travel to designated facilities.

**Program Guidelines:**
Students should be familiar with the program guidelines before enrolling in the program.

For more information about the Phlebotomy program, contact Blue Ridge Community College at (828) 694-1750. www.blueridge.edu/phlebotomy

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**Instructor Spotlight**

**Christine Stewart**

Christine Stewart is the instructor for the new Phlebotomy program scheduled to begin in August. She is a licensed phlebotomist and has more than 30 years of experience in the medical field.
Learning for Work

If you are unemployed, under employed, or just need a quick career change, Blue Ridge Community College invites you to enroll in the NC Back-to-Work Program.

- Participate in one-on-one coaching
- Explore career opportunities in the four NC Back-to-Work career pathways
- Learn specific technical skills in one of the four career areas in 16 weeks or less
- Sharpen your employability skills
- Earn a variety of career-specific, nationally recognized credentials
- Receive job placement assistance
- You may be eligible for a scholarship which covers tuition, fees, books, and certification fees.

Act Now. Classes Begin Soon!

For More Information:
Call: (828) 694-4770
E-mail: NCBackToWork@blueridge.edu
Online: www.BlueRidge.edu/NCBackToWork
Visit NCWorks at:
- Henderson County Campus, Continuing Education Building, Room 125
- Transylvania County Campus, Straus Building, Room 131

Advanced Manufacturing
To register for the courses listed below, see page 38. For information about enrolling in the following courses, contact Monique at (828) 694-1744 or moniquee@blueridge.edu.

Machining Technology I (NC Back-to-Work Program)
Learn machining operations as they relate to the metal working industry. Course topics include machine shop safety, measuring tools, lathes, drilling machines, saws, milling machines, bench grinders, and layout instruments. Upon completion, students will be able to safely perform the basic operations of measuring, layout, drilling, sawing, turning, and milling. Students will also gain the necessary skills to take the National Institute for Metalworking Skills (NIMS) credentialing exam and practical exam for Entry Level Machinist.

8:00AM-1:00PM MT 5/20-7/29 22.4 CEUs $181.30 Bagley Hybrid/Hend Co Campus SPRM 139 MEC-8018-411

Sanitary Welding (NC Back-to-Work Program) - New!
Learn the requirements for gas tungsten arc welding (TIG) of austenitic stainless steel tube, pipe and plate. Topics include correct selection of tungsten, polarity, gas and proper filler rod with emphasis placed on safety, equipment setup and welding techniques. This is an advanced course and requires previous TIG welding experience.

12:00PM-3:15PM MTWTH 5/20-7/30 13 CEUs $191.30 Rutterbush Hend Co Campus SPRM 150 WLD-8130-402

Welding I
Introduction to welding symbols, shop math and safety provided through hands-on experiences with various types of welding.

5:00PM-9:00PM MT 6/2-6/17 2.4 CEUs $81.30 Tankersley Hend Co Campus SPRM 135 APP-8203-403

Welding II
You are given more opportunity to practice the various types of welding, learned in Welding I with greater emphasis on math, symbols and blueprint interpretation.

5:00PM-9:00PM MT 7/14-7/29 2.4 CEUs $81.30 Tankersley Hend Co Campus SPRM 150 APP-8204-402

Get on the road to your ideal job with training and financial aid for these exciting careers

Advanced Manufacturing  Transportation Systems  Computer Systems  Brewing Technology

COMMUNITY COLLEGE
180 West Campus Drive
• Flat Rock, NC 28731
• 45 Oak Park Drive
• Brevard, NC 28712

If you are unemployed, under employed, or just need a quick career change, Blue Ridge Community College invites you to enroll in the NC Back-to-Work Program.

- Participate in one-on-one coaching
- Explore career opportunities in the four NC Back-to-Work career pathways
- Learn specific technical skills in one of these four career areas in 16 weeks or less
- Sharpen your employability skills
- Earn a variety of career-specific, nationally recognized credentials
- Receive job placement assistance
- You may be eligible for a scholarship which covers tuition, fees, books, and certification fees.
Unlock your organization's potential.

Customized Training Program

Blue Ridge Community College leads economic development efforts in Henderson & Transylvania Counties through partnerships to deliver comprehensive assistance for attracting and locating new business and industry to our area as well as fostering existing business and industry growth.

Blue Ridge Community College has and continues to partner with numerous organizations delivering quality professional training and development. Some of these organizations are All States Medical, Clement Pappas, Continental Automotive Systems, Daystar Machining Technologies Inc., Elkamet Inc., Excelsior Packaging, Gaia Herbs, General Electric Lighting Systems, Kimberly Clark Corp., Meritor Inc., Oskar Blues, PharmAgra Labs, Sierra Nevada Brewing Company, and UPM Raflatac.

How can your organization tap into these valuable resources?

Are you:

- Making an appreciable capital investment?
- Deploying new technology?
- Creating jobs, expanding an existing workforce or enhancing the productivity and profitability of the operations within the NC?
- Enhancing the skills of your employees?

If so, your organization may be eligible for a Customized Training Project that could assist with a multitude of quality training and development opportunities to offset employee training costs.

For more information, contact Shanda Bedoian at (828) 694-1756 or shandab@blueridge.edu.
Learning for Work

Camp TECHhead
An Advanced Manufacturing Summer Camp for High School Students

Camp TECHhead at Blue Ridge Community College is an “advanced manufacturing camp” for high school students. It focuses on hands-on activities, dialogue with area manufacturing professionals, career information and field trips to local companies.

Areas of manufacturing the students will learn about at CampTECHhead include design and development; product and quality assurance; inventory and distribution; health, safety and environmental; and industrial maintenance and repair.

“Advanced manufacturing is not someone just pushing a button without thinking and watching widgets go past,” Kevin Willsie - Camp TECHhead Industry Facilitator and Value Stream Manager at Thermo Fisher Scientific. “There are advanced concepts and highly technical skills involved in manufacturing today that require training and education. Understanding concepts like lean manufacturing (a manufacturing strategy that seeks to produce a high level of output with a minimum of inventory) and being able to operate highly sophisticated machinery make advanced manufacturing different than what people used to think of when you talked about the manufacturing industry. And beyond this, manufacturers are truly cities within themselves. They employ people in finance, engineering, healthcare, logistics, maintenance, accounting, sales, marketing, research and development, human resources, education and so on. No matter what your area of interest may be...you will find opportunities in the world of manufacturing.”

Transylvania County Campus  Monday, June 9 to Wednesday, June 11 from 8 a.m. to 4 p.m.
Henderson County Campus  Monday, June 16 to Wednesday, June 18 from 8 a.m. to 4 p.m.

Camp TECHhead is open to rising 9th through 12th graders.
Explore the exciting world of advanced manufacturing.
Contact your high school counselor for application and more information on this free program.

Young Engineer Experience Camp
The Blue Ridge Community College Young Engineers Experience for rising 8th through 10th graders
Monday through Thursday, July 21-24 from 9 a.m. to 3 p.m.

Young Engineer Experience Camp is designed and run by STEM educators with more than twenty years of experience teaching engineering and programming. This innovative camp is a result of our passion for learning and improving how we teach for the future. We want students to become technology creators not just consumers.

Come see how your math and science talents can pave the way for a rewarding career in engineering.

• Hands-on lab experiments
• Team design projects and competitions-Robotics, Bridge and Ping Pong Launch
• Robotic Team building
• Design a bridge using AutoCAD
• Introduction and engineering activities in:
  civil, electrical, electronics, industrial, mechanical, mechatronics and automotive
Offered at the Henderson County Campus.
Contact your high school counselor for more information and an application.
Allied Health

Nurse Aide
For information and registration times at the Henderson County Campus, contact Judilyn at (828) 694-1750 or e-mail j_burns6366@blueridge.edu. Check www.blueridge.edu for class schedules. Register in person on the following registration dates:

<table>
<thead>
<tr>
<th>Campus</th>
<th>Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Henderson County</td>
<td>Monday and Wednesday</td>
</tr>
<tr>
<td>Transylvania County</td>
<td>First Thursday of the</td>
</tr>
<tr>
<td></td>
<td>month 9 a.m. to 12 p.m.</td>
</tr>
<tr>
<td></td>
<td>Third Tuesday of the</td>
</tr>
<tr>
<td></td>
<td>month 1 to 3:30 p.m.</td>
</tr>
</tbody>
</table>

Nurse Aide I Orientation
In the eight-hour orientation class required for all Nurse Aide students, you will explore your career choice, test your entry level skills and learn valuable job search skills. Upon successful completion of this course, you will be given the packet of information to register for the Nurse Aide I class.

Nurse Aide I
Learn to provide personal care and perform basic nursing skills for the elderly and other adults. Emphasis is on the process of aging, including mental, social and physical needs of the elderly: patients’ rights, nutrition management, disease/disorders, human body structure and function, etc. Upon successful completion of this course, you will receive documentation for how to apply for the State Nurse Aide Competency Exam.

Nurse Aide II
Learn complex skills such as oxygen therapy, urinary catheterization, and nasogastric and gastronomy feeding procedures. Nurse Aide I is a prerequisite for this class.

Nurse Aide III
This refresher course is designed for individuals who have had a previous listing on a North Carolina Nurse Aide Registry, and wish to recertify. Upon successful completion of this course you will receive documentation for how to apply for the State Nurse Aide Competency Testing.

Medication Aide
Learn to become a qualified Medication Aide. The course will cover the six rights of medication administration for non-licensed personnel. Topics include oral medication administration, terminology and legal implications. Upon successful completion, you will have the knowledge and skills to take the state Medication Aide Competency Exam. You must have a current CNA I license to be enrolled in the class.

Phlebotomy (New August 2014)
Learn the process for obtaining blood and other lab specimens. Topics include: history of phlebotomy, legal issues, OSHA and infection control, steps in performing proper venipuncture and skin puncture procedures, specimen results and issues that will affect those results and an overview of the circulatory and respiratory system. You will be able to safely perform procedures necessary for specimen collections on patients in various health care settings and be eligible for national certification as a phlebotomy technician. Nurse Aide I is a prerequisite for this class. See pages 4-5 for more information.
Learning for Work

Automotive Training and Certification
To register for the courses listed below, see page 38. For information about enrolling in the following courses, contact Monique at (828) 694-1744 or e-mail moniquee@blueridge.edu. Please visit the BRCC bookstore to purchase required books and supplies before class begins.

Transport Climate Control (NC Back-to-Work Program)
Learn to perform the repair of automotive climate control systems. This course covers the theory of refrigeration and heating, electrical/electronic/pneumatic controls and diagnosis and repair of climate control systems. Students will learn about system components, recovery/recycling of refrigerants, and safety and environmental regulations. Emphasis will be placed on reclaiming, recovery, recharging, leak detection, components, equipment, tools and safety. Upon successful completion of this course, you will have the knowledge and experience to take the ASE A7 Heating and Air Conditioning Certification and the EPA Section 609 Certification.

<table>
<thead>
<tr>
<th>Time</th>
<th>Days</th>
<th>Start Date</th>
<th>End Date</th>
<th>CEUs</th>
<th>Cost</th>
<th>Instructor</th>
<th>Campus</th>
<th>CRN</th>
<th>Notes</th>
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</thead>
<tbody>
<tr>
<td>8:00AM-12:30PM</td>
<td>MW</td>
<td>5/21-7/30</td>
<td></td>
<td>9 CEUs</td>
<td>$181.30</td>
<td>Johnson</td>
<td>Hend Co Campus</td>
<td>SPRM 108</td>
<td>AUT-8210-403</td>
</tr>
<tr>
<td>8:00AM-12:30PM</td>
<td>MW</td>
<td>5/21-7/30</td>
<td></td>
<td>9 CEUs</td>
<td>$181.30</td>
<td>Stephens</td>
<td>Trans Co Campus</td>
<td>TRCT 113</td>
<td>AUT-8210-404</td>
</tr>
</tbody>
</table>

Automotive Inspections Certification
To register for the courses listed below, see page 38. For information about enrolling in the following courses, contact Tracy at (828) 694-1779 or e-mail t_froidcoeur@blueridge.edu.

Auto Safety and OBD Emission Control Inspection
Renew your Auto Emission Inspection License by successfully completing a 4-hour emissions refresher course and passing a written and hands-on test in which the student is required to conduct an emissions inspection of a motor vehicle. Topics covered include an overview of DMV regulations, inspection procedures, and proper use of diagnostic equipment. NC Auto Emissions/OBD Regulations Manual is included in registration fee. Register early, class size is limited.

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<tr>
<th>Time</th>
<th>Days</th>
<th>Start Date</th>
<th>End Date</th>
<th>CEUs</th>
<th>Cost</th>
<th>Instructor</th>
<th>Campus</th>
<th>CRN</th>
<th>Notes</th>
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<td>6/12</td>
<td></td>
<td>0.4 CEUs</td>
<td>$65</td>
<td>Carter</td>
<td>Hend Co Campus</td>
<td>SPRM 108</td>
<td>SEF-8127-409</td>
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<tr>
<td>6:00PM-10:00PM</td>
<td>TH</td>
<td>7/10</td>
<td></td>
<td>0.4 CEUs</td>
<td>$65</td>
<td>Carter</td>
<td>Hend Co Campus</td>
<td>SPRM 108</td>
<td>SEF-8127-511</td>
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<tr>
<td>6:00PM-10:00PM</td>
<td>TH</td>
<td>8/14</td>
<td></td>
<td>0.4 CEUs</td>
<td>$65</td>
<td>Carter</td>
<td>Hend Co Campus</td>
<td>SPRM 108</td>
<td>SEF-8127-512</td>
</tr>
</tbody>
</table>

OBD Emissions Inspection
Become a licensed Auto Emission/OBD Inspector. This course meets the training requirements for the Auto Emission Inspection Program administered by the NC Division of Motor Vehicles, License and Theft Bureau. A mechanic must attend an 8-hour emission course and pass a state certification exam administered in class. Topics covered include an overview of DMV regulations, inspection procedures, and proper use of diagnostic equipment. NC Emissions/OBD Regulations Manual is included in registration fee. Register early, class size is limited.

<table>
<thead>
<tr>
<th>Time</th>
<th>Days</th>
<th>Start Date</th>
<th>End Date</th>
<th>CEUs</th>
<th>Cost</th>
<th>Instructor</th>
<th>Campus</th>
<th>CRN</th>
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<tbody>
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<td>Hend Co Campus</td>
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<td>SEF-8128-405</td>
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<td>6/16-6/17</td>
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<td>0.8 CEUs</td>
<td>$75</td>
<td>Carter</td>
<td>Hend Co Campus</td>
<td>SPRM 108</td>
<td>SEF-8128-409</td>
</tr>
<tr>
<td>6:00PM-10:00PM</td>
<td>MT</td>
<td>7/14-7/15</td>
<td></td>
<td>0.8 CEUs</td>
<td>$75</td>
<td>Carter</td>
<td>Hend Co Campus</td>
<td>SPRM 108</td>
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<tr>
<td>6:00PM-10:00PM</td>
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<td>8/18-8/19</td>
<td></td>
<td>0.8 CEUs</td>
<td>$75</td>
<td>Carter</td>
<td>Hend Co Campus</td>
<td>SPRM 108</td>
<td>SEF-8128-512</td>
</tr>
</tbody>
</table>

Financial aid available for continuing education job training programs

General Scholarship Fund: Includes registration only (tuition) for various classes.

Project Skill Up: Henderson and Transylvania County residents and veterans pending approval. Includes tuition, books, testing and other materials.

NC Back-to-Work: For NC residents who are unemployed or underemployed, and veterans. Includes tuition, books, testing and other materials. No funding limit.

Workforce Investment Act (WIA): For Henderson and Transylvania County residents who are seeking full-time long term employment. Includes funding for tuition and books.

For more information, contact NC
Henderson County ♦ (828) 694-1755 ♦ e-mail danh@blueridge.edu
Transylvania County ♦ (828) 883-2550 ♦ e-mail ws_gaddis@blueridge.edu
Vehicle Safety Inspection
Become a licensed Vehicle Safety Inspector or renew an existing license. This course meets the training requirements for the Auto Safety Inspection Program administered by the NC Division of Motor Vehicles, License and Theft Bureau. A mechanic must attend an 8-hour safety course and pass a state certification exam administered in class. Topics covered include an overview of DMV regulations, inspection procedures, and proper use of diagnostic equipment. NC Vehicle Safety Inspection Regulations Manual is included in registration fee. Register early, class size is limited.

6:00PM-10:00PM MT 6/9-6/10 0.8 CEUs $75 Carter Hend Co Campus SPRM 108 SEF-8126-409
6:00PM-10:00PM MT 7/7-7/8 0.8 CEUs $75 Carter Hend Co Campus SPRM 108 SEF-8126-511
6:00PM-10:00PM MT 8/11-8/12 0.8 CEUs $75 Carter Hend Co Campus SPRM 108 SEF-8126-512

Business Training
To register for the courses listed below, see page 38. For information on courses scheduled for the Henderson County Campus, contact Monique at (828) 694-1744 or e-mail moniquee@blueridge.edu. For information on courses scheduled for the Transylvania County Campus, contact Cecile at (828) 883-2520 or e-mail ceciled@blueridge.edu.

Digital Photography
Do you have a digital camera and want better images for brochures, web use or other high quality applications? Do you know how to use the many functions and features of your camera? In this course you will learn to improve composition, how to use available light, select the proper focal length lens, get creative with camera techniques, and how to tell a story with your photographs. A digital camera is a requirement for this class, either SLR or Point & Shoot style. If possible, also bring the operating manual along with the proper cord to connect the camera to a computer. We will be walking and taking pictures throughout this course so be sure to wear comfortable shoes - you can’t learn to take better pictures by just reading about it.

1:00PM-4:00PM M 6/2-7/21 2.4 CEUs $75 Kaczmarek Trans Co Campus TRCT 220 PHO-8003-421

Notary Public Education
The State of North Carolina requires those who want to be commissioned by the Secretary of State as a Notary Public to complete a course of instruction at a community college. Students must be 18 years or older, live or work in NC, have a high school diploma or an equivalent (GED). You must also speak, read, and write English. You will receive instruction on the notary public application process. Students will be required to provide a government issued picture ID such as driver’s license.

Registration Fee of $75 includes books and materials, which will be provided in class.

9:00AM-4:00PM S 5/24 0.6 CEUs $75 Staff Hend Co Campus CONE 206 SEF-8132-405
9:00AM-4:00PM Th 6/19 0.6 CEUs $75 Staff Trans Co Campus TRCS 140 SEF-8132-525
9:00AM-4:00PM S 7/26 0.6 CEUs $75 Staff Hend Co Campus CONE 207 SEF-8132-506
9:00AM-4:00PM Th 8/8 0.6 CEUs $75 Staff Trans Co Campus TRCS 140 SEF-8132-525

Photography for Business
Learn how to take marketing photos for E-bay, Etsy, or other uses in a more professional and economical way. Learn how to work with light to get professional looking results on a budget. Let this class show you how to showcase your products using ‘tips and tricks’ of photography pros. Bring your camera to class, preferably a Digital single-lens Reflex Camera.

4:00PM-6:00PM T 5/27-6/10 0.6 CEUs $70 St. Romain Trans Co Campus TRCS 149 PHO-8004-431

Photography for Realtors - New!
Learn to take better photographs for effective real estate listings. This class starts with how to pick a good camera for photographing listings and why this is important. Next you will learn techniques for photographing homes in their best light. Finally there will be a critique session to point out positives and possible areas for improvement. Let this class show you how to really showcase homes for sale using ‘tips and tricks’ of the pros.

2:00PM-4:00PM TH 6/5-6/19 0.6 CEUs $70 St. Romain Hend Co Campus CONE 122 PHO-8005-402
4:00PM-6:00PM T 6/24-7/8 0.6 CEUs $70 St. Romain Trans Co Campus TRCS 149 PHO-8005-431

Instructor Spotlight
Matt Rieger
Automotive Instructor
Matt is an ASE Master Certified Technician with 20 years experience. He is trained in a broad spectrum of alternative fuel technologies from multiple manufacturers and a certified National Alternative Fuels Training Consortium (NAFTC) instructor.
Learning for Work

How Can Help You?

Career Planning, Training & Placement Services
JobLink will become NCWorks later this year.
We will offer the same great services and resources to our community.

Workshops and Courses
Join us for one of our monthly workshops on resume writing, interview skills, and networking.
Sign up for computer skills courses or earn your GED.

Counseling
Meet one-on-one with Career Counselors or representatives from the Division of Workforce Solutions to plan your career path and overcome your employment challenges.

CRC
Learn about the North Carolina Career Readiness Certificate and sign up to earn this valuable career tool. Use Career Ready 101 software to prepare for the NC CRC and get career tips and information.

Job Postings
Gain access to hundreds of local job postings through College Central Network and the Division of Workforce Solutions.

Scholarships and Grants
Find out if you’re eligible for funds to help with tuition, fees and books.

Henderson County JobLink
180 West Campus Drive
Flat Rock, NC
(828) 694-1755

Transylvania County JobLink
45 Oak Park Drive
Brevard, NC
(828) 883-2550
Need help finding the right job?

The Henderson County JobLink Career Center presents a monthly workshop series

Your Job Search:
Tools, Skills and Strategies for Success

Job Search Overview
Design a productive job search. Learn to turn setbacks into victories, deal with negativity and stress by structuring positive approaches to job loss and job seeking success.
Understand what employers want. Review tactics and techniques for finding jobs.
Develop an action plan.

Myers-Briggs Career Assessment
Learning about your strengths can help you understand what kind of work you might enjoy.
Prior to signing up for this workshop request an assessment packet from the Customer Service Assistant at the Front Desk. Bring your completed assessment with you to this workshop and find out how your personality can help you shape your career direction.

Fine Tune Your Resume
15-20 seconds is all you get! That’s the amount of time a typical manager takes to scan your resume...What shape is your resume in?

Ace the Interview
Identify your personal communication style, build confidence and learn how to accurately communicate your skills and abilities.

Effective Communications
Approximately 80% of the jobs out there are not advertised. Learn how to tap into this “Hidden Job Market.” Develop your people and communication skills. Learn how to build a relationship base and use it effectively.

Reserve your space now!
Henderson County: (828) 694-1755
Transylvania County: (828) 883-2550
Learning for Work

ed2go Online learning anytime – anywhere... just a click away!

Update your Skills ◆ Discover a New Talent ◆ Chart a Career Path at your own pace and at your convenience with our instructor-led Internet courses. Hundreds of GREAT online courses – Course offerings are divided into categories listed below. For a complete listing of these online courses check out the ed2go website www.ed2go.com/Blueridge.

To register for a course:
1. Register with www.ed2go.com/blueridge
2. Submit BRCC Registration Form with applicable registration fee. Registration must be completed within seven days of begin dates.
3. Complete orientation at www.ed2go.com/blueridge

For more information or assistance with enrollment, contact Monique at (828) 694-1744 or e-mail moniquee@blueridge.edu.

- Led by an expert instructor
- Interactive discussion areas
- New sessions begin monthly
- 24/7 learning
- Course costs begin at $75
- Open to everyone!
Learning for Work

Instructor Spotlight

Tom Kaczmarek
Computer Instructor

Tom has more than 20 years experience in photography and graphic arts and is a third generation photographer. With an avid fascination for computers and technology Tom immerses himself in the study of hardware, software, and applications of this new digital era to bring the latest technology to his students.

Open the Door to a New Beginning

Visit Henderson County JobLink Career Center Continuing Education Building, Suite 125 or the Transylvania County JobLink Center, 45 Oak Park Drive, Brevard.
Your comprehensive career planning, training and job placement resource.

We can help you:
◆ find a full or part-time job
◆ create a professional resume
◆ learn how to network effectively
◆ prepare answers to those difficult job interview questions
◆ develop your core skills and earn state and national skills certification
◆ plan a change of career
◆ locate financial assistance for training

The Henderson County and Transylvania County JobLink Career Centers at Blue Ridge Community College have the resources and professional, customer friendly staff to provide all the job seeking and career planning resources you need at a single location. Our Center has an “Open Door” policy, serving Community Members as well as BRCC Students and Alumni.

Henderson County JobLink Career Center Hours:
Monday – Thursday 8 a.m. to 6 p.m. ◆ (828) 694-1755

Transylvania County JobLink Career Center Hours:
Monday – Thursday 8 a.m. to 5 p.m. ◆ (828) 883-2550

Employability Lab
Essential workplace skills are the skills needed for work, learning and life, and they provide the foundation for learning all other skills. Learn to identify your key skills, explore career options and develop a resume. You will also be able to earn your NC Career Readiness Certificate which proves your skill levels to employers.

Employment Planning
Learn how to tap into the hidden job market, design a productive job search and identify your personal communication style to build confidence in an interview.

Career Pathways (NC Back-to-Work Program)
Explore career pathways in each of the NC Back-to-Work Career Fields and their fit to your skills and personality. Students will also earn their NC Career Readiness Certificate.

Essential Workplace Skills (NC Back-to-Work Program)
Learn essential workplace employability skills including job seeking and job keeping skills (application, resume and interviewing), as well as time management, job performance, and problem solving strategies. Students will prepare a professional resume and receive professional coaching toward interviewing with an employer in their NC Back-to-Work Career Field.

JobLink will become NCWorks later this year. We will offer the same great services and resources to our community.
Learning for Work

Computers
To register for the courses listed below, see page 38. For information on courses scheduled for the Henderson County Campus, contact Monique at (828) 694-1744 or e-mail moniquee@blueridge.edu. For information on courses scheduled for the Transylvania County Campus, contact Cecile at (828) 883-2520 or e-mail ceciled@blueridge.edu.

Adobe Illustrator CS6 (NC Back-to-Work Program)
Learn the basics of the industry standard Adobe Illustrator CS6. Become proficient at opening vector files, creating simple graphics, importing files, exporting files to other formats and using files for media projects. This course includes test simulations and will prepare you for the Adobe Certified Expert (ACE) exam. Visit the BRCC bookstore to purchase your book before class begins.

8:00AM-11:30AM TTH 5/27-7/24 5.6 CEUs $185 Kaczmarek Hend Co Campus TEDC 119 CAS-8302-402

Becoming Computer-Savvy
This introductory computer course is especially designed to help you learn functions of the computer keyboard, including how to use a mouse and how to use basic word processing programs. The class is slow-paced with no computer experience required and a minimum of typing involved. You will be introduced to Windows, Microsoft Word and how to organize files. Please visit the BRCC bookstore to purchase required books and supplies before class begins.

10:00AM-12:15PM TTH 5/27-6/17  $70 Sprouse Trans Co Campus TRCS 115 CSP-8074-421
10:00AM-12:00PM T 6/4-7/23  $70 Knighten Hend Co Campus TEDC 301 CSP-8074-401
5:30PM-7:30PM T 6/4-7/23  $70 Knighten Hend Co Campus TEDC 301 CSP-8074-501

Computer-Savvy Continued
This course takes you further in your journey to become computer-savvy. Enhance your life by learning to surf the Web, send and receive e-mail, upload pictures to your family and friends, and download safely. Learn the basics of how to navigate webpages, customize your homepage and how to improve readability. Get an introduction to security settings, search engines, netiquette and emoticons. Course continues with purchased book of Becoming Computer-Savvy.

10:00AM-12:15PM TTH 6/24-7/17  $70 Sprouse Trans Co Campus TRCS 115 CSP-8398-521

Getting Familiar with Excel
Microsoft Excel is the leading industry standard for spreadsheets. Gain an understanding of a wide range of program features that bring greater results from spreadsheets. Learn the fundamentals of Excel such as formulas and functions, graphs and charts, formatting, multiple worksheets and file organization.

9:00AM-4:00PM T 6/10 0.6 CEUs $75 Riley Hend Co Campus TEDC 305 CAS-8347-402

Getting Familiar with Word
Microsoft Word is the leading industry standard for creating professional business documents. Gain a practical approach to some of the features of Microsoft Word including the Office ribbon, mail merge, tables, proofreading and formatting tools.

9:00AM-4:00PM T 6/17 0.6 CEUs $75 Riley Hend Co Campus TEDC 305 CAS-8348-402

More Mac
This Intermediate Level course covers more advanced Macintosh applications and programs including iPhoto, Pages, Keynote, and Numbers - from the Apple iLife and iWork software packages. Students must have a basic understanding of the Macintosh operating system. (New Mac users should begin by taking the Mac for Beginners course.) No text required.

2:00PM-4:00PM W 6/4-7/30 1.6 CEUs $75 Kaczmarek Hend Co Campus TEDC 106 CAS-8275-402

Web Site Creation I (HTML CSS) (NC Back-to-Work Program)
This first part of a two part series in web site Creation provides hands-on experiences in web site coding skills, HTML (Hyper Text Markup Language) and CSS (Cascading Style Sheets) used to make web sites. Gain a better understanding of mark-up fonts, images, hyperlinks, titles, text, headlines and tables. Learn to place text and graphics on a webpage in a cohesive layout. Please visit BRCC bookstore to purchase your book before class begins.

5:30PM-8:30PM M 6/2-7/28 2.4 CEUs $75 Christensen Hend Co Campus TEDC 302 ITN-8042-402
Windows 8
Learn Microsoft’s newest operating system—Windows 8. Navigate the user interface, Start Screen and Tiles, apps, view photos, listen to music, navigate the file system, control panel and much more. This class is for beginner to intermediate users new to Windows 8. Please visit the BRCC bookstore to purchase required books and supplies before class begins.

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Craft Beer Academy
To register for the courses listed below, see page 38. For information on courses scheduled for the Henderson County Campus, contact Monique at (828) 694-1744 or e-mail moniquee@blueridge.edu. For information on courses scheduled for the Transylvania County Campus, contact Cecile at (828) 883-2520 or e-mail ceciled@blueridge.edu. Students must be 21 years or older to enroll in these courses.

Blue Ridge Online Brew School (NC Back-to-Work Program)
Learn what it takes to become a craft beer brewer with this combination online and onsite craft beer brewing course. Combine weekly online instruction with a mid-semester half day session at the Oskar Blues Brewery in Brevard, NC. Gain an unparalleled online and in-person look into the world of craft beer brewing with instruction from knowledgeable and experienced brewers. Upon completion of this course, participants will be prepared to take the IBD ‘General Certificate in Brewing’ (GCB) exam. A review session and the GCB exam will take place at the Blue Ridge Community College Campus in Brevard, NC at the end of the semester.

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Business of Craft Beer
Explore the world of craft beer brewing and learn about the brewing process in a commercial setting. Gain an understanding of the beer industry and key trends shaping the current U.S. beer market. Learn from experienced beer industry professionals ranging from brewers to wholesalers and retailers.

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Craft Beer Brewing (NC Back-to-Work Program)
Breweries are looking for employees that have shown interest in the field and expanded their knowledge of the brewing, cellaring and packaging process. Learn the advanced production techniques used in a modern commercial brewery. Upon completion of this course, participants will be prepared to take the IBD ‘General Certificate in Brewing’ (GCB) exam.

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Instructor Spotlight
Gabe Mixon
Brewing Instructor
Gabe holds a Master’s degree in Microbial Biotechnology and has training and experience in the area of industrial fermentation processes including commercial beer brewing. Gabe works closely with local breweries to combine classroom instruction with hands-on experience in the craft beer industry.
Learning for Work

**Fundamentals of Craft Beer (NC Back-to-Work Program)**
Gain a firm foundation of the various types of beer, how they are made and develop best practices for presentation and serving. Learn the various styles of beer and gain a basic understanding of food pairings. Upon completion of this course, participants will be prepared to take the Cicerone Certified Beer Server exam to demonstrate readiness to participate in today’s sophisticated and rapidly changing beer world.

1:00PM-4:00PM  W  5/21-6/18  1.5 CEUs  $71.30  Mixon  Hend Co Campus TEDC 336  ISC-8350-403
1:00PM-4:00PM  W  6/25-7/30  1.5 CEUs  $71.30  Mixon  Trans Co Campus TRCS 143  ISC-8350-421

**Oskar Blues Summer Brew School (NC Back-to-Work Program)**
Learn what it takes to become a craft beer brewer with this unique and innovative method of instruction with Oskar Blues - a leading craft beer brewery. Combine weekly classroom and on-site brewery experience to gain a thorough understanding of each of the stages of the brewing process in this 8-week course. Hear from guest speakers and work alongside Oskar Blues employees to bring your classroom instruction to life. The class will also brew their own batch for sampling in the breweries tasting room. Upon completion of this course, participants will be prepared to take the IBD ‘General Certificate in Brewing’ (GCB) exam. Students must be 21 years or older to enroll in this course.

6:00PM-9:00PM  MT/W  5/20-7/29  7.2 CEUs  $176.30  Mixon/Baumann  Trans Co Campus TRCS 140/Oskar Blues Brewery  ISC-8354-431

**Sensory Analysis of Craft Beer**
Prepare to become a certified beer judge by learning about the brewing process at Oskar Blues Brewery, studying the Beer Judge Certification Program (BJCP) exam guide and tasting different beer styles including ‘off’ flavors. At the conclusion of the course, students will take the BJCP Beer Judge Entrance Exam. Upon completion of this exam, you will be a Provisional Judge and can sign up for the BJCP Beer Judging Examination to become a BJCP member and certified beer judge. Registration fee includes cost of materials. (Off-Campus Location, please see page 37 for address.)

6:00PM-9:30PM  T  5/20-7/22  3.5 CEUs  $131.30  Baumann  Oskar Blues Brewery  SEF-8421-800

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**Culinary Institute**

To register for the courses listed below, see page 38. For information on courses scheduled for the Henderson County Campus, contact Monique at (828) 694-1744 or e-mail moniquee@blueridge.edu. For information on courses scheduled for the Transylvania County Campus, contact Cecile at (828) 883-2520 or e-mail at ceciled@blueridge.edu.

**Product ID from Market to Kitchen**
Gain a broad knowledge of foundation ingredients such as salt, sugar, herbs, spices, cheeses, vegetables. Learn the pantry items and meats necessary for a culinary kitchen. Trips to farmer’s markets and grocery stores will create a true appreciation of the importance of how and where fresh culinary ingredients and products are produced and bought. Registration fee includes cost of materials. (Off-Campus Location, please see page 37 for address.)

6:00PM-8:00PM  MT  6/2-6/24  1.6 CEUs  $101.30  Spencer  East Henderson High School  SEF-8415-800

**Professional Baking & Pastry**
Learn the skills and techniques required in the operation of a baking kitchen. This includes the principles and techniques for preparation, storage, and serving of bakery products. Products covered will include breads, cakes, pies, pastry, cookies, fillings and icings. Students will also be introduced to the production of yeast breads for bread making and pastry work. Registration fee includes cost of materials. (Off-Campus Location, please see page 37 for address.)

6:00PM-8:30PM  WTH  6/4-6/26  2 CEUs  $121.30  Spencer  East Henderson High School  SEF-8416-800

**ServSafe Food Safety Manager**
Learn the essential tasks a manager must know to keep food safe including handling, receiving and storing, repairing and serving food. The program provides science-based information covering running a safe establishment and reducing the risk of foodborne illness outbreaks. Effective 1/1/2014 at least one certified manager must be present at all hours of operation. Upon completion of this course, you will sit for the ServSafe Food Protection Manager Certification Examination. Please visit the BRCC bookstore to purchase required book (includes examination form) before class begins.

9:00AM-4:00PM  TTH  7/15-7/17  1.2 CEUs  $70  Smith  Trans Co Campus TRCS 140  HOS-8073-421
Skills for the Professional Kitchen
Learn all aspects of the professional kitchen. Develop an understanding of culinary terminology, knife identification and skills, classic cuts, safety and sanitary, equipment and utensil functions. Learn the organizational structure of the kitchen staff in different types of kitchens. Recipe writing and understanding recipes will be covered in culinary terms, to include basic culinary math and measurements. Registration fee includes cost of materials. Knife set not included in registration fee. (Off-Campus Location, please see page 37 for address.)

6:00PM-8:30PM  TWTH  5/20-5/29  1.2 CEUs  $91.30  Spencer  Mayberry’s Foods  SEF-8413-800
6:00PM-8:00PM  WTH  7/9-7/24  1.2 CEUs  $91.30  Spencer  East Henderson High School  SEF-8413-801

The Cold Kitchen
Learn equipment, production and presentation of salads, sandwiches, cold sauces, dressings, salad condiments and knife skills. Presentation of canapés and hors d’oeuvres will be covered. Learn cooking techniques such as poaching, sautéing and grilling. Registration fee includes cost of materials. (Off-Campus Location, please see page 37 for address.)

6:00PM-8:30PM  MT  7/7-7/29  2 CEUs  $141.30  Spencer  East Henderson High School  SEF-8417-800

Emergency Services

Emergency Medical Services
To register for the courses listed below, please pick up information/registration packet at the Henderson County Campus or Transylvania County Campus. For more information, contact Kay at (828) 694-1655 or e-mail mk_houston@blueridge.edu.

Anatomy and Physiology for EMS
Learn the basics of the structure and function of the human body. Topics include a basic study of the systems of the body, an introduction to homeostasis, cells, tissues, nutrition, acid-base balance, and electrolytes. You should be able to demonstrate a basic understanding of the fundamental principles of anatomy and physiology. This course is a prerequisite for EMS 3031, Emergency Medical Technician - Paramedic Initial.

Emergency Medical Technician
Learn the basics of emergency medical care in the pre-hospital environment. You will have 160 hours of didactic and psychomotor skills. You are required to attend at least 20 hours of practical exercise. This class prepares you to operate in the pre-hospital environment with or without an affiliation to an emergency provider.

Emergency Medical Technician–Intermediate
Learn the guidelines established by the NC Office of Emergency Medical Services (EMS). The Office of EMS must approve courses that include portions delivered via distance education. The curriculum for the EMT-Intermediate educational program shall be objectives identified from the 1998 Release of the US Department of Transportation (US DOT) National Highway Traffic Safety Administration (NHTSA) EMT-Paramedic Course: National Standard Curriculum.

Emergency Medical Technician–Paramedic

Educational Methodology for Emergency Services
Become certified to teach Emergency Medical Services subjects. This course meets the objectives of NFPA 1041 Level II Standard.

Medical Responder
Learn the guidelines established by the NC Office of Emergency Medical Services. The Office of EMS must approve courses that include portions delivered via distance education. The curriculum for the Medical Responder educational program required for certification is the 1995 United States Department of Transportation (US DOT) National Highway Traffic Safety Administration (NHTSA) First Responder Course: National Standard Curriculum.
Learning for Work

Fire and Rescue

To register for the courses listed below, see page 38. For Information on the courses listed in this section, call (828) 694-1748 or e-mail glendam@blueridge.edu.

Blue Ridge Community College Fire and Rescue Program offers a variety of in-service refresher training for firefighters and rescue employees working in the field. Many of these classes are required for certification through the Office of the State Fire Marshal. These courses include:

Aerial Operations  Driver Operator  Firefighter I and II  Fire Life Safety Educator  Technical Rescue

Henderson County Fire and Rescue Rookie Academy

This Academy is offered in cooperation with the Henderson County Fire and Rescue Association. This program for inexperienced fire and rescue workers allows students to earn North Carolina OSFM Firefighter I and II certification and North Carolina OSFM Technical Rescuer certification. The Academy is offered at different times throughout the year. Fire and Rescue offers a variety of homeland security and specialized classes. Please visit our Website for more information at http://www.blueridge.edu/continuing-education/emergency-services.

Environmental and Safety

To register for the courses listed below, see page 38. For information about enrolling in the following courses, contact Monique at (828) 694-1744 or moniquee@blueridge.edu.

Hazardous Materials

24 Hour Moderate Risk HAZWOPER Online

OSHA-required training meeting the requirements of 29 CFR 1910.120 for HAZMAT technicians needing 24 hour Moderate Risk certification. All course work will be completed online. Students will receive sign-on ID and password by e-mail on the course start date.

Internet  6/9-6/26  2.4 CEUs  $70  SEF-8409-203

40 Hr HAZWOPER Hazardous Waste Operations - Hybrid

OSHA-required 40 Hour HAZWOPER certification meeting the requirements of 29 CFR 1910.120 for hazardous waste site personnel, supervisors, and managers. Students must complete all online course lessons and quizzes before coming to the hands-on at BRCC campus. Required hands-on component will be 6/26/14 in ARTS 120. Final exam will be completed during the hands-on session. Please visit the BRCC bookstore to purchase required books and supplies before class begins. Students will receive sign-on ID and password by e-mail on the course start date.

Complete online coursework between 5/28 and 6/25

8:00AM-5:00PM  TH  5/28-6/26  4 CEUs  $131.30  Heinemann  Hend Co Campus ARTS 120  SEF-8408-302

HAZWOPER Refresher Online - 8 Hours

OSHA-required refresher for students who have completed HAZWOPER 40 Hour and/or 24 Hour Spill Response certifications. Training as specified in 29 CFR 1910.120. All course work will be completed online. Students will receive sign-on ID and password by e-mail on the course start date.

Internet  6/9-6/19  0.8 CEUs  $70  SEF-8407-204

Internet  7/7-7/17  0.8 CEUs  $70  SEF-8407-205

OSHA

Understanding OSHA Requirements

Learn to develop, implement and maintain an effective safety program in the workplace. An effective safety program will help control high costs of workplace accidents, workers’ compensation and OSHA citations.

8:00AM-3:30PM  T  7/1  0.6 CEUs  $70  Boardley  Hend Co Campus ARTS 120  OSH-8057-502
**Forklift Driver and Operation**
Gain an overview of the OSHA - Powered Industrial Vehicle Standard including design, controls, and instrumentation, safety awareness and stability.
8:00AM-3:30PM  M  7/7  0.6 CEUs  $71.30  Boardley  Hend Co Campus ARTS 120  OSH-8019-502

**OSHA 10 for General Industry**
The OSHA for General Industry 10 Hour covers the major provisions of the Occupational Safety and Health Act. Participants will learn how to locate and interpret OSHA standards and how to identify critical safety and health issues with OSHA-authorized curriculum and instructor. If you wish to receive an official OSHA course completion card, please bring $5 cash, check or money order to the first class. This is a processing fee charged by the OTI Education Centers.
8:00AM-2:30PM  TW  6/24-6/25  1 CEUs  $70  Thomas  Hend Co Campus CONE 122  OSH-8051-402

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<td>Students will explore the rudiments of wastewater treatment. The topics of this course include general issues operators face when disinfecting wastewater. Approved by NC DENR for ten (10) recertification hours for wastewater operators only. Along with reading assignments from the text, each course is enhanced with audio, up-to-date photographs, interactive exercises and online links related to the course topics. Students will receive sign-on ID and password by e-mail on the course start date. All course work will be completed online. Please provide your wastewater operator certification number on the registration form.</td>
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<td>Approved by NC DENR for six (6) recertification hours for water and wastewater operators. Topics include pump piping systems, basic pump hydraulics, normal operations and abnormal operations. Please bring your operator certification card(s) to class.</td>
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Learning for Work

English for Speakers of Other Languages (ESOL)
The Academic ESOL Program at Blue Ridge Community College prepares adult students for English equivalency through the sixth grade. The program incorporates: phonics, reading comprehension, writing, listening, speaking, grammar, employment English, technology, American history and essay writing. These are the skills needed to function in an English speaking society.
Certificates are awarded each semester for total hours attended and for each English level completed. ESOL classes are offered morning and evenings at the college. Classes are also offered off-campus. The program is offered at no charge.
Upon completion of ESOL, students receive an ESOL Certificate of Completion and transfer to the GED program. Through studying and passing the English GED tests, students continue their English studies from a 6th through 12th grade reading level, which is equivalent to completing middle and high school.
For more information call Nancy Bulow, ESOL Coordinator at (828) 694-1731.
Para información en español, llame a Nancy Bulow, al (828) 694-1731.

Languages
To register for the courses listed below, see page 38. For more information, contact Nancy at (828) 694-1731 or e-mail nancyb@blueridge.edu.

Beginning Spanish I
Learn to acquire the basic skills necessary to listen, speak, read, write and understand Spanish and the Hispanic culture. Course includes the alphabet, pronunciation, rules of stress and accent, gender and plural nouns, definite articles, numbers, days of the week, months of the year, parts of the body, personal subject pronouns, conjugation of present tense regular verbs and common conversational phrases.
6:00PM-8:30PM  T 6/3-7/22  2 CEUs $70  Solle  Hend Co Campus PATT 208  FLI-8760-411

Beginning Spanish II
Continue to establish a foundation for learning the Spanish language by building vocabulary and learning basic grammar points: the simple negative, interrogatives, the verb ‘to be,’ expressions using the verb ‘tener’, prepositions, time and the weather. Prerequisite: Beginning Spanish I or equivalent proficiency.
6:00PM-8:30PM  W 6/4-7/30  2 CEUs $70  Beach  Hend Co Campus ARTS 104  FLI-8761-411

Intermediate Spanish I
Continue to grow in your knowledge of the Spanish language. Learn stem changing verbs, commands, adverbs and topical vocabulary. Prerequisite: Beginning Spanish Conversation or equivalent proficiency.
6:00PM-8:30PM  T 6/3-8/5  2 CEUs $70  Ogletree  Hend Co Campus ARTS 104  FLI-8755-411

Advanced Spanish III
Review complex structures and more advanced verb tenses. Through reading and writing learn to correct grammar, pronunciation and increase fluency. Prerequisite: Advanced Spanish II or equivalent proficiency.
6:00PM-8:30PM  TH 6/5-7/31  2 CEUs $70  Tierson  Hend Co Campus ARTS 102  FLI-8758-411

Intro to Spanish Literature & Culture
In this course students will read literature to acquire new vocabulary and grammar as well as reading and writing fluency. The course will also focus on Mexico for students to gain a better understanding of its culture and customs.
10:00AM-12:30PM  T 6/3-7/29  2 CEUs $70  Tierson  Vision Jesus  FLI-8784-801

Introduction to Destinos Spanish
Destinos teaches speaking, listening, and comprehension skills in Spanish. This telenovela, or Spanish soap opera, immerses students in everyday situations with native speakers and introduces the cultures, accents, and dialects of Mexico, Spain, Argentina and Puerto Rico. This course will allow students to review advanced grammar, direct and indirect objects, pronouns, gender and verb tenses.
6:00PM-8:30PM  M 6/2-7/21  2 CEUs $70  Tierson  Hend Co Campus GENS 104  FLI-8766-411
6:00PM-8:30PM  M 6/2-7/28  2 CEUs $70  Olgetree  Hend Co Campus ARTS 103  FLI-8766-412
Law Enforcement

To register for the courses listed in this section, visit www.blueridge.edu/blet.
For information, contact Sherry at (828) 694-1760 or e-mail sherryc@blueridge.edu.

Basic Law Enforcement Training

Basic Law Enforcement Training (BLET) is designed to give students the essential skills required for entry-level employment as law enforcement officers with the state, county, or municipal governments, or private enterprise. Successful graduates are qualified to take the certification examination as mandated by the North Carolina Criminal Justice Education and Training and Standards Commission and or North Carolina Sheriff’s Education and Training and Standards Commission. This program-certification is a prerequisite to be a sworn law enforcement officer in the state of North Carolina.

A minimum of 10th grade reading level is a prerequisite for this program.

Please call (828) 694-1739 to schedule a reading test. Entrance requirements are provided in detail within the BLET student application. You may print all enrollment documents and application at www.blueridge.edu/blet

Contact Information: Director: Sherry Phillips: (828) 694-1760 or sherryc@blueridge.edu

Q&A: David McMurray: (828) 694-1762 or dlm9824@blueridge.edu

Day BLET Program May 2014
Length is 4 months—Enables the student to complete the program in half the time of a traditional program. Class meets Monday through Friday 8 a.m. until 5 p.m. Some Saturday classes are required.

Evening BLET Program September 2014
Length is approximately 7 months—Class meets Monday through Friday from 6 until 11:15 p.m. Some Saturday classes are required. Next class September 2014.

High School Equivalency (formerly GED)
Diploma Preparation

A program to help you complete your high school equivalency and earn your high school credential. Preparation can be combined with occupational education in selected career tracks.

- Day and evening classes.
- Classes are offered at the Henderson County Campus and the Transylvania County Campus, as well as at off-campus locations:
  - Salvation Army (Hendersonville).
  - Goodwill Career Center (Hendersonville).
  - Rosman Elementary School (Rosman).

Opportunities:
- Classes evaluate your skills and help you prepare for the equivalency exams. Guidance to individuals interested in a new career.

Eligibility: Adults and 16 to 17 year olds (under certain circumstances) are eligible for classes with no registration fees. For more information call (828) 694-1745.
Learning for Work

Medical Office
To register for the courses listed below, see page 38. For information about enrolling in the following courses, contact Monique at (828) 694-1744 or moniquee@blueridge.edu.

Electronic Health Records
Learn how electronic health records (EHR) are used in different healthcare settings and how they are changing the nature of work in the healthcare field. Gain hands-on experience with an EHR program. Please visit the BRCC bookstore to purchase required books and supplies before class begins.

- Internet 5/20-7/18
- 3 CEUs
- $130
- Crockett
- NUR-8247-202

Medical Terminology
Learn the language of health care. Familiarize yourself with the systemic structure and how words are formed. Words are pronounced through your computer speaker. Please visit the BRCC bookstore to purchase required books and supplies before class begins.

- Internet 5/20-8/14
- 48 CEUs
- $130
- Crockett
- NUR 8235-202

Serving those who’ve served our country
Henderson County and Transylvania County JobLink Career Centers can help you with:

- Academic planning
- Therapeutic counseling services
- Resources and referrals
- Career development services
- Connecting to the active chapter of the Student Veterans Association (SVA)

For more information, contact the JobLink Career Center
Henderson County ◆ (828) 694-1755 or Transylvania County ◆ (828) 883-2550

JobLink will become NCWorks later this year. We will offer the same great services and resources to our community.
Small Business Services
For information about the following services listed below, contact Tracy at (828) 694-1779 or e-mail sbc@blueridge.edu.

Small Business Center (SBC)
The Small Business Center helps with new business start-ups and the growth of existing businesses by providing business education, training, coaching, information and referral. SBC can help evaluate business ideas and write business plans. One of the biggest mistakes you can make is to hurry into a business or business decision. It is important to review the pros and cons of each business or business decision to make sure that it fits your needs, experience, and financial capacity. We can assist you with the following:

Start Your Own Business
SBC assists with exploring the pros and cons to starting your own business versus buying an existing business or franchise. A few of our services include assistance with a business plan, company name selection, Website creation and access to capital.

Buy An Existing Business
SBC assists with exploring the pros and cons to buying existing business versus starting from scratch or a franchise. We can assist you with evaluating an existing business opportunity.

Grow Your Business
SBC assists with growing your business and taking it to the next level. A new study in 2010, showed that you are twice as likely to successfully grow your business if you have taken the time to write a business plan.

Plan For Business Succession
SBC assists with the succession planning process to ensure a smoother transition from one generation to the next. Think of business succession planning as broken into three main issues: management, ownership and taxes.

Sell Your Business
SBC assists with advice on selling your business: selling strategy, business valuation, finding a buyer, structuring the deal, financing the deal and completing the deal.

Nonprofit Business Assistance
SBC provides business assistance to existing non-profits or clients wanting to set up a new nonprofit through the on-profit Business Center. Through the Center, access and search the largest grants database in the country to find money for your nonprofit.

Women’s Business Center
Provides technical assistance, training, mentoring, access to capital providers and networking opportunities tailored to meet the needs of women business owners and women wanting to start a business. Join us. Membership is free and a great way to connect, learn and build your skills.

Business Morning Update
Each month a great opportunity to hear from the local experts on timely business topics. Join us 2nd Wednesday of each month at the Chariot–715 N. Church Street, Hendersonville. Networking begins at 7:45 a.m. and the program is from 8 to 9 a.m.

Learning for Work
For more information, call (828) 694-1735 or e-mail ewdce@blueridge.edu
Learning for Leisure

Blue Ridge Community College offers a variety of courses and programs to help broaden horizons or expand your abilities and interests. These include opportunities to grow intellectually, to develop creative skills or talents, to learn hobby or leisure time activities and to gain civic and cultural awareness. In addition to enrichment courses, other educational and cultural programs are available throughout the year in a variety of forums.

To register for the courses listed below, see page 38. For information, contact Olga at (828) 694-1742 or e-mail oa_gonzalez@blueridge.edu for the Henderson County Campus or Cecile at (828) 883-2520 or e-mail ceciled@blueridge.edu for the Transylvania County Campus.

### Art

**Beginning Drawing**
Learn the basic drawing skills necessary to tap into your innate artistic abilities and creativity. Learning to ‘see’ as an artist sees will enable you to process visual information as artists do! Minimal drawing supplies are needed. Just bring a pencil, eraser and sketch pad to your first class. (Off-Campus Location, please see page 37 for address.)

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<td>$60</td>
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**Learning and Loving Watercolor**
Learn the basics of watercolor techniques - washes, bleeds, gradations and more. Explore a variety of methods to create an image with brush, water and pigment with an emphasis on mixing color properly. Experiment with using different brushes for a variety of effects, working realistically and abstractly. Subject matter will include landscape, flora and still life. A supply list will be provided when you register (Off-Campus Location, please see page 37 for address.)

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### Automotive

**Navigating Under the Hood - New!**
Learn to work on your car, even if you’ve never known what to do once the hood is up. This class will cover changing the oil and proper disposal of used oil, seasonal preparation, along with knowing what engine repair warning signs to recognize. Service procedures and annual inspection will also be discussed. You will finish this course with an introductory understanding of automotive maintenance. BRCC will provide vehicles for the training.

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<td>$66.30</td>
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**Vehicle Maintenance and Repair - New!**
Explore the basic automotive maintenance and repair procedures for today’s vehicles. Learn how to do fundamental brake service, tire inspection and rotation, shocks, steering service, wheel bearings and necessary transmission service to maintain your vehicle. BRCC will provide vehicles for the training.

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Computers

Becoming Computer-Savvy
This introductory computer course is especially designed to help you learn functions of the computer keyboard, including how to use a mouse and how to use basic word processing programs. The class is slow-paced with no computer experience required and a minimum of typing involved. You will be introduced to Windows, Microsoft Word and how to organize files. Please visit the BRCC bookstore to purchase required books and supplies before class begins.

10:00AM-12:15PM  TTH  5/27-6/17  $70  Sprouse  Trans Co Campus TRCS 115  CSP-8074-421
10:00AM-12:00PM  T  6/3-7/22  $70  Knighten  Hend Co Campus TEDC 301  CSP-8074-401
5:30PM-7:30PM  T  6/3-7/22  $70  Knighten  Hend Co Campus TEDC 301  CSP-8074-501

Computer-Savvy Continued
This course takes you further in your journey to become computer-savvy. Enhance your life by learning to surf the Web, send and receive e-mail, upload pictures to your family and friends and download safely. Learn the basics of how to navigate webpages, customize your homepage and how to improve readability. Get an introduction to security settings, search engines, netiquette and emoticons. Course continues with purchased book of Becoming Computer-Savvy.

10:00AM-12:15PM  TTH  6/24-7/17  $70  Sprouse  Trans Co Campus TRCS 115  CSP-8398-521

Learn to Use Your iPad/iPhone
Explore the basics of using the Apple iPad or iPhone, learn about functions and features, how to download apps, use e-mail features, view movies and much more. Please bring your devices with you to class.

2:00PM-4:00PM  T  6/4-7/23  $60  Knighten  Hend Co Campus TEDC 213  CSP-8547-411

Crafts

Stained Glass
Learn the art of stained glass using the copper foil method under the guidance of an experienced instructor. You will select projects at your individual skill level. A supply list is available upon registration.

9:00AM-12:00PM  M  6/2-7/21  $71.30  Calendrillo  Trans Co Campus TRCS 147  CSP-8119-421
9:00AM-12:00PM  W  6/4-7/23  $71.30  Calendrillo  Trans Co Campus TRCS 147  CSP-8119-422

Culinary

Beginning Cake Decorating
Come learn the proper use of different decorating tips and utensils including how to write using icing, the art of creating flowers and border of designs. A supply list and an icing recipe needed for the first class will be mailed to you after registration. Customized decorating kits needed for the class are available for purchase from the college bookstore for approximately $70. (Off-Campus Location, please see page 37 for address.)

6:00PM-8:30PM  M  6/9-7/14  $60  Ruff  Trans Co Campus TRCS 149  CSP-8022-431
6:00PM-8:30PM  T  6/10-7/15  $60  Ruff  HC Athletics Activity Center 101  CSP-8022-800
10:00AM-12:30PM  T  6/10-7/15  $60  Ruff  HC Athletics Activity Center 101  CSP-8022-801

Brew Your Own Beer - Ales
Explore the world of craft beer and learn how to brew your own all grain ales. Ales represent a wide range of beer flavors. Learn how to brew your own brand of ale and sample from a selection of ales to broaden your knowledge of alternatives. Sample various ales to gain an appreciation of style characteristics. Dress for the weather as we will conduct some of this course outside. Supplies included. Students must be 21 years or older to enroll in this course.

1:00PM-5:00PM  TH  5/29  $41.30  Mixon  Trans Co Campus TRCS 143  CSP-8514-421
1:00PM-5:00PM  TH  6/5  $41.30  Mixon  Hend Co Campus SPRM 170  CSP-8514-401
1:00PM-5:00PM  TH  6/26  $41.30  Mixon  Trans Co Campus TRCS 143  CSP-8514-422
1:00PM-5:00PM  TH  7/17  $41.30  Mixon  Hend Co Campus SPRM 170  CSP-8514-501
Learning for Leisure

Brew Your Own Beer - Lagers
Explore the world of craft beer brewing and learn how to brew your own all grain lagers. Lagers are light and drinkable with a crisp finish. Learn how to brew your own brand of lager and sample from a selection of lagers to broaden your knowledge of alternatives. Dress for the weather as we will conduct some of this course outside. Students must be 21 years or older to enroll in this course.

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Dance

Ballroom Dancing Level I & II
If you are new to Ballroom Dancing or would like a refresher course, these classes will help you feel at ease at a dinner dance, wedding, club, holiday party or cruise. Learn how to Fox Trot, Swing, Tango, Waltz as well as steps for Latin dances.

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<td>5/22-6/26</td>
<td>$56.30</td>
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Ballroom Dancing Level III
If you have completed Ballroom Dancing levels I & II or feel comfortable dancing at an intermediate level, then put on your dancing shoes and further develop your dancing skills.

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Beginning Argentine Tango
Tango is a Walking Dance that is simple, easy and fun while offering endless opportunities for advancement. Improved posture and balance are among the benefits of the Tango style of dancing. This class encompasses five weeks of instruction with the sixth and final week being a Practical, or ‘practice’ dance with live guidance.

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<td>6/16-7/21</td>
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<td>Flagg TRCS 147</td>
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Shag Dancing
This fun-filled course is for couples and singles who like the shag music from the sixties, while providing great exercise! Learn rhythmic timing, basic shag steps and movements, along with dance routines. Have fun while learning the basics, male and female turns, belly roll, boogie walk, and lead/follow steps.

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<td>TH</td>
<td>5/22-6/26</td>
<td>$56.30</td>
<td>Hend Co Campus INDS 134</td>
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</tbody>
</table>
Health & Exercise

Living a Healthy Gluten Free Lifestyle - New!
Learn how to transition to a Gluten Free lifestyle and avoid the many diseases caused by eating gluten. From this class you will gain an understanding of how to read product labels effectively while shopping as well as how to cook at home and dine out safely using alternative products. (Off-Campus Location, please see page 37 for address.)

10:00AM-12:00PM T 6/10-6/24 $50 Maynor HC Athletics Activity Center 106 CSP-8561-800
6:00PM-8:00PM T 7/8-7/22 $50 Maynor HC Athletics Activity Center 106 CSP-8561-801

Reiki Energy Healing, Level I
Learn how to increase your energy level and healing ability for yourself and others. Reiki also reduces pain and stress. Reiki is gentle healing touch that complements traditional medical treatment, natural therapies and hospice care. You will practice doing Reiki on yourself and others and receive the four attunements that empower you to enhance Reiki energy through your hands. No previous experience necessary. Interesting reading: Reiki, A comprehensive Guide, by Pamela Miles.

6:00PM-8:00PM TTH 6/3-6/12 $56.30 Gale Trans Co Campus TRCS 116 CSP-8288-431

Yoga for Every Body
Learn to unite breath with movement, flexibility with strength and lessons “on the mat” with perspective in life. The objective of class is to facilitate your practice in a safe, noncompetitive and welcoming environment. Individuals of all ages and levels of experience are welcome. You should wear comfortable clothing and bring your own mat and towel.

6:30PM-7:30PM TH 5/29-7/24 $56.30 Coffey Trans Co Campus TRCS 147 CSP-8407-431
Learning for Leisure

History

Exploring Appalachian Cultures I
Learn the history and the heritage of Native Americans, geography and places of interest, and the people whose lives have contributed to the cultural development of the Appalachian region. The impact of the changes during the last century on this region will also be explored.
3:00PM-5:00PM T 6/3-7/22 $60 Holland Trans Co Campus TRCS 143 CSP-8060-431

Henderson County History & Heritage I
Learn about Henderson County from prehistory to the Civil War. Topics will include geography and natural resources, Cherokee history and culture, Revolutionary War and treaties with the Cherokee, early settlers and backgrounds, Appalachian culture, political and economic history, agriculture, transportation, religious history, education, early communities, black history and slavery and contributions of women.
6:30PM-8:30PM T 5/20-6/24 $60 Giles Hend Co Campus TEDC 213 CSP-8481-411

Henderson County History & Heritage II
This second course of Henderson County history will explore the years from the Civil War to the present. Learn about Henderson County during the Civil War, Reconstruction, the Great Depression, World Wars I and II and the post-war era. Examine the impact of cultural changes, political and economic issues, agriculture, transportation, religious history, education, industrialization, the arts, black history and contributions of women.
6:30PM-8:30PM T 7/1-8/5 $60 Giles Hend Co Campus TEDC 213 CSP-8482-511

Know Mexico Throughout Its History - New!
Learn about Mexico's history including the Spanish Conquest and how foreign interventions helped forge the vigorous and modern country we know today. Study the diversity of the Mexican people and their culture.
10:00AM-12:00PM M 6/2-7/21 $60 Tierson Hend Co Campus CONE 122 CSP-8565-401
5:00PM-7:00PM T 6/2-7/21 $60 Tierson Hend Co Campus CONE 122 CSP-8565-501

Our Cherokee Heritage
Discover our Cherokee heritage as told through stories, myths and sacred legends of the Cherokee. Explore contemporary and social justice issues and concerns of the Eastern Band of the Cherokee Indians. Learn about the origin of the Cherokee and the settlement of the Eastern Band in the Qualla Boundary. Discuss the preservation of the Cherokee culture and language, the impact of acculturation, boarding schools and the railroad system on the Cherokee. Understand the importance of racial justice for subjugated populations.
10:00AM-12:00PM T 5/20-7/8 $60 McCall-Dickson Trans Co Campus TRCS 143 CSP-8476-421

Transylvania County History & Heritage - New!
Discover Transylvania County history and heritage by exploring the period from prehistory to current day. Topics include early settlers and background, first contact with the Cherokee, the Walton War, Appalachian culture, early communities, economic history, transportation, education and black history. Come learn about the amazing gem known as The Land of the Waterfalls - Transylvania County.
10:00AM-12:00PM TH 5/22-6/26 $60 McCall-Dickson Trans Co Campus TRCS 143 CSP-8562-421
Motorcycle Safety

Motorcycle Basic Rider
Learn the skills you need to operate a motorcycle safely in traffic, including the location and operation of your motorcycles controls. Practice riding to demonstrate you have the strength, balance, and coordination to perform straight-line riding, shifting and turning exercises. You will also learn street riding strategies needed for riding on the highway in traffic as well as skills to avoid accidents including emergency braking, swerving and proper cornering techniques. BRCC will provide a safe, street-ready motorcycle that must be used in this course.

6:00PM-10:00PM F 6/6-6/8 2 CEUs $175 Staff Hend Co Campus MCMA 101 CSP-8019-601
8:00AM-5:00PM SSU
6:00PM-10:00PM F 6/20-6/22 2 CEUs $175 Staff Hend Co Campus MCMA 101 CSP-8019-602
8:00AM-5:00PM SSU
6:00PM-10:00PM F 8/1-8/3 2 CEUs $175 Staff Hend Co Campus MCMA 101 CSP-8019-603
8:00AM-5:00PM SSU
6:00PM-10:00PM F 8/8-8/10 2 CEUs $175 Staff Hend Co Campus MCMA 101 CSP-8019-604
8:00AM-5:00PM SSU

Basic Rider Course II
Basic Rider II allows you to hone the technical and mental skills necessary to assure your safety and the safety of your passenger, as you ride your motorcycle. Use your own bike on a controlled course to practice managing traction, stopping quickly, cornering and swerving. You have the option of including a passenger in this course. Discuss how to balance the mental and physical aspects of safe riding, manage risk, increase visibility and optimize your lane position. Learn about protective gear, rider responsibility, motorcycle inspection and care and the effects of alcohol and other drugs on riding. You have the option to test for a waiver card which exempts you from the NCDMV riding test portion required for full motorcycle endorsement on your license however, you must still take the written test portion.

8:00AM-5:00PM S 5/24 0.8 CEUs $75 Staff Hend Co Campus GENS 115 CSP-8057-601

Motorcycle Advanced Rider
This course is designed for experienced motorcycle riders who desire to learn and practice more in-depth riding techniques. Classroom activities use small group discussions and interactive activities to explore personal risk management strategies, options for cornering, braking and swerving and ways to improve visual perception to identify collision traps. On-cycle range exercises provide practice in cornering, braking and swerving. There are no skills tests in this course. Participants must provide a safe, street-ready motorcycle.

8:00AM-5:00PM SU 5/25 $70 Staff Hend Co Campus PATT 001 CSP-8417-601

Motorcycle Passenger 2-Up
This course is designed to teach the passenger to work with the motorcycle driver rather than against. As the driver learns techniques for advanced turning, braking, and swerving the passenger learns appropriate responses for each of these maneuvers.

8:00AM-5:00PM S 5/24-5/24 $30 Staff Hend Co Campus PATT 001 CSP-8145-601

Instructor Spotlight
Jennifer “Jennie” Jones Giles
History of Hendersonville
Instructor
Jennie worked at the Hendersonville Times-News as a reporter and editor. She received a number of awards including New York Times Chairman’s Award and the Daughters of the American Revolution. She was the first director of the Henderson County Heritage Museum.
Learning for Leisure

Music by the Lake

Bring a picnic and lawn chairs or a picnic quilt and come enjoy an evening of music with friends and family in the shade beside the college lake. All concerts will be on Sundays from 5 to 7 p.m.

- May 11: Donna Kay and Daniel Z, Vibraphonist
- June 8: Jeff Thompson Band
- July 13: Richard Hurley, Singer/songwriter

This free concert series is sponsored by the Personal Enrichment Department. In the event of inclement weather, the concert will take place in the Thomas Auditorium in the Sink Building. For more information, call Martha at (828) 694-1743.
Needlework

**Exceptional Grafts in Knitting - New!**
Learn some of the many grafting techniques useful when knitting lace, garments that have multidirectional components and finishing socks. This class will show you how to knit “seamless” designer garments with confidence using the Kitchener stitch, grafting garter stitch, ribbing, seed, stockinette and reverse stockinette as well as cables. Students should be able to knit and purl and work simple stitch patterns before taking this class. A supply list will be provided when you register. (Off-Campus Location, please see page 37 for address.)
4:00PM-7:00PM TH 7/17-7/24 $50 Johnson HC Athletics Activity Center 101 CSP-8563-800

**Exceptional Seams in Knitting - New!**
Learn how to craft well-made seams that give garments the professional finish we all crave for our knitting. Gain the skills needed to knit invisible vertical and horizontal seams as well as the right way to sew an inset sleeve. Understand techniques for several seams using various types of fabric including ribbing, garter stitch and stockinette stitch. Students should be able to knit and purl and work simple stitch patterns prior to taking this class. A supply list will be provided when you register. (Off-Campus Location, please see page 37 for address.)
4:00PM-7:00PM TH 6/5-6/12 $50 Johnson HC Athletics Activity Center 101 CSP-8564-800

Photography

**Beginning Digital Photography**
If you are still in the dark with your digital camera, this course will shed light on the topic. You will learn about camera features and usage, image manipulation and file types, output options for a home darkroom and special techniques for improved color rendition. Using demonstrations and examples, you will be up-to-speed on the digital superhighway before you know it. Cameras are optional for this informative class. (Off-Campus Location, please see page 37 for address.)
10:00AM-12:00PM T 5/20-6/24 $60 Flagg Trans Co Campus TRCS 149 CSP-8023-421
1:00PM-3:00PM T 5/20-6/24 $60 Flagg HC Athletics Activity Center 106 CSP-8023-800

**How to Take Better Pictures**
Learn why technique is much more important than equipment in taking good pictures. Get to know your camera, learn how to practice and avoid some common mistakes to improve your photographs.
9:30AM-11:30AM M 7/14-7/28 $61.30 St. Romain Trans Co Campus TRCS 143 CSP-8462-421

**Outdoor Photography Workshop**
Learn the art of outdoor photography by capturing and creating moments that explore the essence of our environment. Our subjects will be still photography, wildlife and scenery. You will also learn the additive and subtractive elements of lighting, backgrounds and copying. Bring your camera to class.
10:00AM-12:00PM TH 5/22-6/26 $61.30 St. Romain Hend Co Campus PATT 201 CSP-8109-401
5:30PM-7:30PM TH 5/22-6/26 $61.30 St. Romain Hend Co Campus PATT 201 CSP-8109-411
9:30AM-11:30AM M 6/2-7/7 $61.30 St. Romain Trans Co Campus TRCS 143 CSP-8109-421
10:00AM-12:00PM TH 7/10-8/14 $61.30 St. Romain Hend Co Campus PATT 201 CSP-8109-501
5:30PM-7:30PM TH 7/10-8/14 $61.30 St. Romain Hend Co Campus PATT 201 CSP-8109-511

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**Instructor Spotlight**

Ted Flagg
Photography Instructor
Ted has been a Commercial Photographer for over 40 years with specialties in Food and Museum work and has travelled extensively through Asia in the preparation of cookbooks. Through the use of professional techniques he stresses teaching students to see with their eyes before they can view their world through a camera.

**Learning for Leisure**
To register for the courses listed see page 38.

For more information, call (828) 694-1742 or e-mail ewdce@blueridge.edu
Learning for Leisure

Pottery

Beginning/Intermediate Pottery
Learn hand building, decorating techniques, potter’s wheel skills, firing and glazing. Create finished work based on your interests, creativity and skill level. If you are a beginning potter, or exploring the medium further, this is the class for you.

6:00PM-9:00PM M 6/2-7/21 $91.30 Kirby Hend Co Campus MCMA 102 CSP-8470-411
6:00PM-9:00PM W 6/4-7/23 $91.30 Kirby Hend Co Campus MCMA 102 CSP-8470-412

Special Interest

Container Gardening - New!
Learn to make a great container garden for the porch or the yard. From modest to elaborate, the possibilities are endless. You will learn about soil, water, container size and what plants need to grow. You will make a small garden that can be taken home at the end of class with plants that will be available to be potted. Bring a 12 to 15-inch pot with you to class.

6:00PM-9:00PM T 6/3 $35 Dixon Trans Co Campus TRCT 115 CSP-8560-431
1:00PM-4:00PM W 6/11 $35 Dixon Trans Co Campus TRCS 147 CSP-8560-421

Sustainability

Mold Control in Your Home
Mold problems are common in our area. Homeowners, tenants and office personnel are getting sick. Possessions are getting ruined, property is being damaged and devalued and people are often spending thousands on mold fixes. This class will teach you how to affordably and effectively fix and prevent mold problems in your home or office building.

6:00PM-8:00PM TH 06/12 - 07/24 $61.30 Bayless Hend Co Campus TRCT 115 CSP-8528-511

Carolina Village and Blue Ridge Community College

We have a new series of courses that take place at Carolina Village in Hendersonville that meet the needs and interest of seniors in our community. For more information and a listing of upcoming courses, call Olga at (828) 694-1742.
**Give the Gift of Knowledge**

**Giving through Living Memorials**
Honoring loved ones through charitable gifts is an especially meaningful act of paying tribute to someone special while assuring that worthwhile values continue to influence the world around us. Memorial and tribute gifts are one way to thoughtfully remember family members and friends who have been such a vital part of your life.

**Gifts for every “occasion”**
Gifts made in honor of family and friends on a birthday, wedding, anniversary, or at times such as Mother’s Day or Father’s Day; at the birth of a child or a grandchild; or other special occasions can be gifts of love that show how much you care.

**Gifts this holiday season**
At this time of the year, honor or remember a loved one, family member, friend, health care provider, colleague, or client by providing educational opportunities through a donation to Blue Ridge Community College Educational Foundation.

---

**GIVING CHOICES**
- My Gift is a Special Occasion Contribution
  - Birthday
  - Wedding
  - Anniversary
  - Other _________
- My Gift is a Holiday Contribution
- My Gift is a Personal Contribution

**METHOD OF PAYMENT**
- My Gift of $__________ is enclosed. Please make check payable to Blue Ridge Community College Educational Foundation.
- Pledge of $_____________, I shall pay said pledge in ______ installments of $____________each.
- Monthly □ Quarterly □ Semi-Annually □ Annually beginning on ______/______/______

Signature ____________________________________________________

- I wish my gift to remain anonymous.
- My employer, ______________________________, will match my gift.
- Form enclosed □ Company notified

**Give the Gift of Knowledge**

For more information, call (828) 694-1710 or e-mail brccuf@blueridge.edu

Return this completed form to:
Blue Ridge Community College Educational Foundation, Inc.
180 West Campus Drive
Flat Rock, NC  28731
(828) 694-1710
Registration Information

**Sign me up!**

Students register for Continuing Education classes on a first-come, first-serve basis. Late registration may be held at the first class meeting if space is available. Registering well before the beginning of your class ensures your class may not be full or canceled because of low enrollment.

**Register By Mail**

Complete the registration form on the next page, enclose payment, mail to:

- Continuing Education Mail-In Registration
- Blue Ridge Community College
- 180 West Campus Drive
- Flat Rock, NC 28731

Make checks or money orders payable to Blue Ridge Community College. Credit card payment is also accepted on the mail-in form. Mail-in registration will be accepted until the Thursday prior to the first class session.

**Register Online**

Registering online utilizes a program called Instant Enrollment through WebAdvisor. This program allows you to register and pay for your classes. You must have a valid e-mail address and a credit card for submitting payment.

Please go to

www.blueridge.edu > Continuing Education > Registration Information > Register Online

This will give you step-by-step instructions on how to register online using the Instant Enrollment process.

If you have questions about registering online, please call (828) 694-1735 or (828) 694-1737.

**Walk-In**

Walk-in Registration Day is May 19 from 9 a.m. to 7 p.m.

However, you can walk-in to register any time before the class starts at the following locations:

- **Henderson County Campus:** Continuing Education Building, Room 123
  Monday - Thursday from 8 a.m. to 5 p.m.
  A drop box is also available to drop registration forms off any time at the main entrance of the Continuing Education Building.

- **Transylvania County Campus:** Reception Area in the Straus Building
  Monday – Thursday from 8 a.m. to 10 p.m.
Registration Policies

Please Note
Provision of social security number is voluntary, is requested solely for administrative convenience and record-keeping accuracy, and is requested only to provide a personal identifier for the internal records of Blue Ridge Community College.

Senior Citizens Please Note
Due to recent North Carolina legislative changes, senior waivers are not available.

Registration Fees
Registration fees are due at the time of registration. Students are not enrolled until all registration fees are paid.

Computer Use and Technology Fee
The registration fee for continuing education computer classes includes a $5 computer use and technology fee. This fee is required of all students enrolled in continuing education computer classes and is non-refundable.

Insurance Fee
Some courses require accident insurance while in class. For these courses, the non-refundable $1.30 insurance fee is included in the registration fee and is required of all participants. The fee is subject to change.

Refund Policy
Pursuant to the North Carolina Administrative Code Title 23, Chapter 2(D) Section, 0203(d), the College shall refund registration fees under the following circumstances:
If a student officially withdraws from the class prior to the first class session the student will receive 100% refund. NOTE: Official withdrawal requires written notification received by the Continuing Education Office prior to the first class session.
If a class is canceled due to insufficient enrollment, the student will receive 100% refund.
After a class begins and a student officially withdraws from the class prior to or on the 10% point of the scheduled class hours, the student will receive a 75% refund of the registration fee. NOTE: For most classes, the 10% point is the first class session. Written notification must be received by the Continuing Education office on the 10% date or 1st class session. Insurance Fees and technology fees are non-refundable.

Course Repetitions
Students who take an occupational extension course more than twice within a five-year period will be charged the actual cost of the course. For more information, contact Jerry at (828) 694-1737.

Bookstore Information
New and used books and school supplies are available in the College Bookstore located in the Killian Building on the Henderson County Campus and the Student Center at the Transylvania County Campus. Books may also be purchased online at http://blueridge.bncollege.com. Pursuant to the Higher Education Opportunity Act, Blue Ridge Community College is required to share required information (ISBN number and retail price) with students. This information can be found on the Blue Ridge Community College Bookstore Website at http://blueridge.bncollege.com.

Off-Campus Locations

Henderson County
Athletics and Activity Center
708 S. Grove St.
Hendersonville, NC 28792

Carolina Village
600 Carolina Village Road
Hendersonville, NC 28792

East Henderson High School
Quality Foods Lab
110 Upward Road
East Flat Rock, NC 28726
(Call 694-1744 for specific directions)

Goodwill Industries
Four Seasons
Shopping Center
Hendersonville, NC 28792

Mayberry’s Foods
334 N Caldwell Street
Brevard, NC 28712

Oskar Blues Brewery
342 Mtn. Industrial Dr.
Brevard, NC 28712

Vision Jesus
400 1st Ave West
Hendersonville, NC 28739
## Continuing Education Registration

*Please print or type. Information on race and sex is voluntary and will not be used for admissions process.*

<table>
<thead>
<tr>
<th>Print Name (Last, First, Middle Initial)</th>
<th>Social Security Number (for student information only)</th>
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<tr>
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<th>Email address (please print legibly)</th>
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<td>☐ 1. Retired (R)</td>
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<td>☐ 2. Non Hispanic / Latino</td>
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<td>☐ 2. Unemployed Seeking (US)</td>
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<td>☐ 3. Hawaiian/</td>
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<td>☐ 12. Master’s Degree or Higher</td>
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I certify that the information above is true and accurate and that my legal residence for tuition purposes is as shown. Pursuant to College Procedure 8.1.1, Blue Ridge Community College reserves the right to use photographs, motion pictures, and electronic images of students who are age 18 or older for marketing and promotional purposes. Objection to the use of an individual’s photograph in such a manner may be made in writing to the Director of Public Relations.

**SIGNATURE (required for all students):**

<table>
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<tr>
<th>Course #</th>
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Registration Fees ONLY – No textbook/materials cost should be included

Total $

Do you need a receipt mailed to you? [ ] Yes [ ] No

If you have a documented disability, please make an appointment with the Director of Disability Services (694-1813) prior to class start to self-disclose in order that you may receive reasonable classroom or lab accommodations.

Please check all information before mailing. Course number must be accurate to ensure proper placement in class. Send check or money order made payable to Blue Ridge Community College (no cash, please) to:

**Continuing Education**
**Mail-In Registration**
Blue Ridge Community College
180 West Campus Drive
Flat Rock, NC 28731-4728
Phone (828) 694-1735
www.blue ridge.edu

**Payment Information**

Total Amount Enclosed $____________

☐ Check ☐ Money Order ☐ Cash
☐ VISA ☐ MC ☐ AMEX
☐ 3rd Party Billing (Authorization Required)

**NOTE:** Credit Card payments are not permitted by phone or fax. Form can be mailed in or dropped off at the Continuing Education Office.

<table>
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<th>Card #</th>
<th>Expiration Date:</th>
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Signature: __________________________

Revised 6/19/13
Frequently-Called Numbers

Main Switchboard (Henderson County Campus) .......... (828) 694 - 1700
Transylvania County Campus .................(828) 694 - 1900 or 883 - 2520
Bookstore ................................................................. (828) 694 - 1720
Business Services .......................................................... (828) 694 - 1756
Center For Lifelong Learning ................................. (828) 694 - 1740
Community Enrichment ................................................. (828) 694 - 1742
Computer Courses ......................................................... (828) 694 - 1744
ED2GO (Online Courses) ................................................. (828) 694 - 1744
Continuing Education - General Information .......... (828) 694 - 1735
Continuing Education - Transcript Request ........ (828) 694 - 1737
Continuing Education - Transylvania ....................... (828) 694 - 1910
Customized Training .......................................................... (828) 694 - 1756
Defensive Driving ............................................................... (828) 694 - 1742
Emergency Services ......................................................... (828) 694 - 1729
English as a Second Language/Spanish .................. (828) 694 - 1731
Environmental and Safety Training Center ............. (828) 694 - 1767
Human Resources Development (HRD) ................. (828) 694 - 1734
NCWorks (Henderson County Campus) ............... (828) 694 - 1755
NCWorks (Transylvania County Campus) ........... (828) 883 - 2550
Law Enforcement ................................................................. (828) 694 - 1760
Nurse Aide ................................................................. (828) 694 - 1750
Small Business Center ..................................................... (828) 694 - 1779
Vice President, Workforce & Economic Development/Continuing Education .......... (828) 694 - 1752

BRCC Building Name Abbreviations

ARTS  Arts and Sciences Building
CONE  Continuing Education Building
FIRA  Fire Training Center
GENS  General Studies Building
INDS  Industrial Skills Center
KILL  Killian Building
MCMA  Motorcycle Safety/Masonry Building
PLMB  Motorcycle Safety/Masonry Building
PATT  Patton Building
SINK  Sink Building
SPRM  Spearman Building
TEDC  Technology Education and Development Center
TRCT/TRCS  Transylvania County Campus

Transylvania County Campus
45 Oak Park Drive, Brevard, NC 28712
(828) 883-2520
Located at the intersection of Asheville Highway (US 64) and Osborne Road in Brevard.
Our mission is to provide quality education and training opportunities that support student learning, enhance student advancement and success, and meet the workforce needs of our community.

Blue Ridge Community College is accredited by Southern Association of Colleges and Schools Commission on Colleges to award associate degrees. an equal opportunity college

72,928 copies of this document were printed at a cost of $12,777.82 or 20 cents each. April 2014

Henderson County Campus
180 West Campus Drive
Flat Rock, NC 28731
(828) 694-1735
Located off of Airport Road near the Hendersonville Airport.
Easy access also available from Upward Road to South Allen Road.

Transylvania County Campus
45 Oak Park Drive
Brevard, NC 28712
(828) 883-2520
Located at the intersection of Asheville Highway (US 64) and Osborne Road in Brevard.