Wesley Ledford and Patrick Kennedy of Sylvan Sport. Read Wesley’s story inside.

explore your options.

Blue Ridge Community College

Schedule of Continuing Education Classes
August - December 2018

BlueRidge.edu
Like many high school students, Wesley Ledford wasn’t sure what he wanted to do after graduation.

He worked at a steady job for nearly ten years until he decided he wanted to continue his education and train for a new career. In 2015, he enrolled in Blue Ridge Community College’s (BRCC) Welding Program. Wesley didn’t know too much about the welding profession but he quickly realized that he was definitely on the path he was destined to take. “It was a match made in Heaven,” Wesley said when describing his experience.

Wesley excelled throughout his time at BRCC; his welding instructor was so impressed with his skillset, he personally called Patrick Kennedy, Vice President of Operations at Sylvan Sport, to recommend Wesley. Within the week, Wesley was offered a position at Sylvan Sport - before he even graduated from the program. He trained at Sylvan Sport while finishing up his courses and then graduated in May of 2017 with his associate degree in Welding Technology. Wesley is now enjoying and thriving in his career as a full-time welder.

Patrick Kennedy is no stranger to BRCC; he attended one of Blue Ridge Community College’s Disney Institute offerings in 2015 and collaborates often with Shanda Bedoian, Director of Corporate & Customized Training at BRCC on company-wide and workforce trainings, certifications, and other assessments. Currently, they are working to develop a customized training plan to accommodate the growth of Sylvan Sport.

Helping the business community grow and prosper is an important part of BRCC’s mission.

“For a small, local company like Sylvan Sport, the real value of working with BRCC is that it feels like a very personal connection. Not only do they help us develop training programs, they offer top notch instruction and payment opportunities for us.”

– Patrick Kennedy

Sylvan Sport is located in Brevard, NC, the outdoor hub of the east. They are a manufacturer of camping and gear trailers. Part of their mission is building and supporting a thriving community by creating jobs and sourcing locally. 80% of the GO and GO Easy is from within 70 miles of the Western North Carolina area.

For more information on how Blue Ridge Community College can help you with career enhancement or personal enrichment, visit blueridge.edu/ce today!
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## Career Pathways for Great Jobs in Advanced Manufacturing in our Community

### Career Path Levels

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<thead>
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<th>Level</th>
<th>Requirements</th>
</tr>
</thead>
</table>
| **Entry** | Completers of short-term training  
Workers with minimal work experience  
Workers with High School Diploma/High School Equivalency  
High School Equivalency candidates |
| **Intermediate** | Workers with required work experience  
Completers of short-term training  
Individuals w/ 2-year AAS Degree |
| **Advanced** | Individuals w/ 4-year (BA or BS Degree)  
Individuals w/ 2-year AAS Degree  
Completers of short-term training  
Workers with required work experience |

### EDUCATION

<table>
<thead>
<tr>
<th>Education</th>
<th>Requirements</th>
</tr>
</thead>
<tbody>
<tr>
<td>Individuals w/ 4-year (BA or BS Degree) + Work Experience and/or Demonstrated Skill</td>
<td></td>
</tr>
</tbody>
</table>
| Individuals w/ 2-year AAS Degree  
Completers of short-term training  
Workers with required work experience |
| Workers with required work experience  
Completers of short-term training  
Individuals w/ 2-year AAS Degree |
<table>
<thead>
<tr>
<th>PRODUCTION</th>
<th>ENGINEERING</th>
<th>MAINTENANCE</th>
</tr>
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<tbody>
<tr>
<td>PRODUCTION MANAGER</td>
<td>ENGINEERING MANAGER</td>
<td>MAINTENANCE MANAGER</td>
</tr>
<tr>
<td>Local Wage $25 - $85 / Hour</td>
<td>Local Wage $15 - $60 / Hour</td>
<td>Local Wage $25 - $85 / Hour</td>
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<tr>
<td>PRODUCTION SUPERVISOR</td>
<td>ENGINEERING SUPERVISOR</td>
<td>MAINTENANCE SUPERVISOR</td>
</tr>
<tr>
<td>Local Wage $19 - $40 / Hour</td>
<td>Local Wage $19 - $40 / Hour</td>
<td>Local Wage $19 - $40 / Hour</td>
</tr>
<tr>
<td>MACHINING SUPERVISOR</td>
<td>MECHATRONICS ENGINEER</td>
<td>INDUSTRIAL MACHINERY MECHANICS</td>
</tr>
<tr>
<td>Local Wage $19 - $30 / Hour</td>
<td>Local Wage $24 - $86 / Hour</td>
<td>Local Wage $20 - $35 / Hour</td>
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<tr>
<td>CNC PROGRAMMER</td>
<td>MECHATRONICS TECHNICIAN</td>
<td>MILLWRIGHTS</td>
</tr>
<tr>
<td>Local Wage $19 - $26 / Hour</td>
<td>Local Wage $22 - $30 / Hour</td>
<td>Local Wage $15 - $22 / Hour</td>
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<tr>
<td>CNC MACHINIST</td>
<td></td>
<td></td>
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<tr>
<td>Local Wage $17 - $24 / Hour</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PRODUCTION LEAD</td>
<td>ELECTROMECHANICAL EQUIPMENT ASSEMBLERS</td>
<td>MAINTENANCE AND REPAIR WORKERS - GENERAL</td>
</tr>
<tr>
<td>Local Wage $16 - $20 / Hour</td>
<td>Local Wage $13 - $19 / Hour</td>
<td>Local Wage $13 - $24 / Hour</td>
</tr>
<tr>
<td>MANUAL MACHINIST</td>
<td>ELECTRICAL / ELECTRONIC DRAFTERS</td>
<td>WELDER, CUTTER, SOLDERER, AND BRAZER</td>
</tr>
<tr>
<td>Local Wage $14 - $18 / Hour</td>
<td>Local Wage $19 - $43 / Hour</td>
<td>Local Wage $12 - $22 / Hour</td>
</tr>
<tr>
<td>MACHINE OPERATOR</td>
<td>CAD ASSOCIATE</td>
<td>INSTALLATION, MAINTENANCE, REPAIR WORKERS</td>
</tr>
<tr>
<td>Local Wage $13 - $17 / Hour</td>
<td>Local Wage $18 - $26 / Hour</td>
<td>Local Wage $11 - $19 / Hour</td>
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<tr>
<td>TEAM ASSEMBLERS</td>
<td>CAD INTERN</td>
<td>TEAM ASSEMBLERS</td>
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<tr>
<td>Local Wage $13 - $17 / Hour</td>
<td>Local Wage $10 - $12 / Hour</td>
<td>Local Wage $11 - $19 / Hour</td>
</tr>
</tbody>
</table>

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

To register for the courses listed below, see page 39. 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.

AutoCAD I
Learn the essential skills and basic concepts of design and shape using the powerful AutoCAD program. This course will emphasize the visual concepts using simple drawings, printing and plotting. This course includes production and management of 2D and 3D design drawings.

DFT-8107-402 5:00PM-9:00PM M 9/10-11/26 4.4 CEUs
$130 Schwartz Hend Co Campus SPRM 117

Introduction to Maintenance Procedures
Gain the introductory knowledge and skill required for installing, maintaining and troubleshooting modern industrial equipment, its infrastructure and facility systems. You will learn to solve practical maintenance problems, read and interpret mechanical drawings, interpret maintenance publications and keep production equipment and systems running smoothly and efficiently in this hybrid course. The class will meet each Friday for classroom instruction. Students should be prepared to purchase the online component ToolingU at the start of class.

MNT-8016-403 8:00AM-12:00PM F 9/28-11/30 6.4 CEUs
$186.30 McCallister Hend Co Campus SPRM 134

Print Reading
Learn to read and understand the basic principles of print reading. This course will introduce you to the various types and principles of blueprints, shop prints and schematics used in an industrial or construction environment. Learn to interpret the different types of standard symbols and abbreviations found on drawings, schematics and wiring diagrams.

BPR-8004-402 8:00AM-12:00PM M 10/22-10/29 0.8 CEUs
$75 McCallister Hend Co Campus SPRM 117

Grow your Knowledge and Skills in Industrial Maintenance!

Market driven “Industrial Maintenance” training provides one of the most dependable ways to develop the knowledge and skills you need to increase reduction and equipment uptime - reduce breakdowns - and lower your panic and stress!

Our course trains students in industrial environments using electrical, electronic and mechanical applications to identify and troubleshoot systems and repair automated manufacturing equipment with an emphasis in programmable logic controllers (PLCs) specifically Siemens and Allen Bradley, and robotics.

Limited seats available:
Session begins Friday, September 28, 2018

For more information contact Monique Eaker at (828) 694-1744 or moniquee@blueridge.edu.
Welding I
Learn the different welding symbols, shop math and safety procedures through hands-on experience with various types of welding techniques. This entry-level course will provide MIG, TIG and STIC welding process training. Anyone looking to enter the lucrative welding trade, increase skills and knowledge should enroll. Students are required to purchase personal safety equipment prior to the first day of class. Please contact the Continuing Education office to get a listing of required items and bring to first day of class.

APP-8203-405 6:00PM-10:00PM TTH 9/11-9/27 2.4 CEUs
$88.80 Gordon Hend Co Campus SPRM 135

APP-8203-406 6:00PM-10:00PM TTH 10/16-11/1 2.4 CEUs
$88.80 Gordon Hend Co Campus SPRM 135

APP-8203-407 6:00PM-10:00PM TTH 11/20-12/12 2.4 CEUs
$88.80 Gordon Hend Co Campus SPRM 135

Welding II
Gain additional opportunities to practice the various types of welding learn in Welding I with greater emphasis on refinement of welding skills, math, symbols and blueprint reading. You should have completed Level I welding or have welding experience prior to registering for this class. Please bring personal safety equipment to the first day of class.

APP-8204-505 6:00PM-10:00PM MW 11/5-11/28 2.4 CEUs
$88.80 Gordon Hend Co Campus SPRM 135

Automotive Inspection Certification
To register for the courses listed below, see page 39. For information on courses scheduled at the Henderson County Campus, contact Monique at (828) 694-1744 or e-mail moniquee@blueridge.edu. For information on courses scheduled at the Transylvania County Campus, contact Cecile at (828) 883-2520 or e-mail ceciled@blueridge.edu.

OBD Emission Inspection Certification
Become a licensed Auto Emission/OBD inspector or renew an existing license. 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 written and hands-on state certification exam administered in class for both certification and recertification. Students will be required to conduct an emissions inspection of a motor vehicle during class to successfully complete the course. Register early, class size is limited.

SEF-8566-508 6:00PM-10:00PM WTH 8/22-8/23 0.8 CEUs
$71.30 Dudas Hend Co Campus SPRM 108

AUT-8321-431 6:00PM-10:00PM WTH 9/26-9/27 0.8 CEUs
$71.30 Galloway Trans Co Campus TRCT 206

SEF-8566-509 6:00PM-10:00PM WTH 9/26-9/27 0.8 CEUs
$71.30 Dudas Hend Co Campus SPRM 108

SEF-8566-510 6:00PM-10:00PM WTH 10/24-10/25 0.8 CEUs
$71.30 Dudas Hend Co Campus SPRM 108

SEF-8566-511 6:00PM-10:00PM WTH 11/28-12/1 0.8 CEUs
$71.30 Dudas Hend Co Campus SPRM 108

AUT-8321-531 6:00PM-10:00PM WTH 12/5-12/6 0.8 CEUs
$71.30 Galloway Trans Co Campus TRCT 206

SEF-8566-512 6:00PM-10:00PM WTH 12/12-12/13 0.8 CEUs
$71.30 Dudas Hend Co Campus SPRM 108

Blue Ridge Community College is helping to shape the future of WNC by providing scholarship opportunities to students, creating programming to train our workforce and spark economic growth in our community.

Learn more: BLUERIDGE.EDU/IMPACT
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.

SEF-8565-508 6:00PM-10:00PM MT 8/20-8/21 0.8 CEUs
$71.30 Dudas Hend Co Campus SPRM 108
AUT-8327-431 6:00PM-10:00PM MT 8/27-8/28 0.8 CEUs
$71.30 Galloway Trans Co Campus TRCT 206
AUT-8327-432 6:00PM-10:00PM MT 9/24-9/25 0.8 CEUs
$71.30 Galloway Trans Co Campus TRCT 206
SEF-8565-509 6:00PM-10:00PM MT 9/24-9/25 0.8 CEUs
$71.30 Dudas Hend Co Campus SPRM 108
AUT-8327-531 6:00PM-10:00PM MT 10/22-10/23 0.8 CEUs
$71.30 Galloway Trans Co Campus TRCT 206
SEF-8565-510 6:00PM-10:00PM MT 10/22-10/23 0.8 CEUs
$71.30 Dudas Hend Co Campus SPRM 108
AUT-8327-532 6:00PM-10:00PM MT 11/26-11/27 0.8 CEUs
$71.30 Galloway Trans Co Campus TRCT 206
SEF-8565-511 6:00PM-10:00PM MT 11/26-11/27 0.8 CEUs
$71.30 Dudas Hend Co Campus SPRM 108
AUT-8327-533 6:00PM-10:00PM MT 12/3-12/4 0.8 CEUs
$71.30 Galloway Trans Co Campus TRCT 206
SEF-8565-512 6:00PM-10:00PM MT 12/10-12/11 0.8 CEUs
$71.30 Dudas Hend Co Campus SPRM 108

Outdoor Power Equipment (OPE) I
This course will teach basic principles of small engine repair, troubleshooting, diagnosing, and problem-solving skills necessary for student employment in a small engine repair occupation. Training will consist of theory, operation, lubrication, repair, rebuilding, and maintenance of tools and equipment on 2 and 4 stroke engines.

AUT-8203-403 5:30PM-9:30PM M 9/10-11/26 4.4 CEUs
$136.30 Heaton Hend Co Campus SPRM 103

Specialized Classes in Alternative Fuel Vehicle Technology
BRCC provides training to automotive shops, fleets and first responders to safely make repairs, diagnose, or manage emergencies on various alternative fuel vehicles. If your organization supports compressed natural gas (CNG), autogas (LPG) or hybrid vehicles contact BRCC to have a class scheduled for your group.

Our current trainings include:
- CNG Vehicle Fuel System Inspectors
- First Responders for Alternative Fuel Vehicles
- Light Duty Natural Gas Vehicles
- Hybrid Vehicle Technology
- Overview of BioDiesel
- Light Duty LPG/Autogas Vehicles

Classes in these advanced transportation technologies can accommodate the demands of your organization and also we provide convenient flexible scheduling for groups. We are a training center of the National Alternative Fuels Training Consortium (NAFTC).

Contact Monique at (828) 694-1744 or moniquee@blueridge.edu to discuss trainings for your staff.

To register for the courses listed below, see page 39. For information on courses scheduled at the Henderson County Campus, contact Monique at (828) 694-1744 or e-mail moniquee@blueridge.edu.
To register for the courses listed below, see page 39. 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.

**Basic Electricity I**
This course is designed to introduce the students to electricity. Students will learn the basic elements and how to safely work with electricity. Included will be an overview of the principles of electricity, concepts, components, circuits, and measurement instruments.

ELC-8014-401  8:00AM-12:00PM  T  10/2-10/23  1.6 CEUs
$91.30  McCallister  Hend Co Campus SPRM 116

**Basic Electricity II**
Gain an understanding of the advanced elements of electricity including an overview of the principles of electrical distribution, lighting, heating, generators, control circuits and transformers. This course is designed to follow up and reinforce concepts from Basic Electricity I by providing a more advanced understanding of electrical work in commercial and/or industrial settings. Basic Electricity I or working knowledge of electricity is required to take this class.

ELC-8123-504  8:00AM-12:00PM  T  11/6-11/27  1.6 CEUs
$91.30  McCallister  Hend Co Campus SPRM 116

**NC Electrician Continuing Education**
Earn your NEC continuing education credits. The National Electrical Code® (NEC) is the most widely adopted Code in the world. Approved by the American National Standards Institute (ANSI), the NEC is the most complete set of electrical code requirements that govern electrical installations in the interest of safety for persons and property. Stay up to date with current code changes. Bring your most current code book to class with you.

SEF-8587-402  8:00AM-5:00PM  S  11/3-11/3  0.8 CEUs
$70  Ruhe  Hend Co Campus ARTS 128

**NCCER Core Construction Training I**
Take the first step to working in the construction industry. Enroll in the NCCER (National Center for Construction Education and Research) Core Construction class. By earning this required credential, the student will gain an understanding of topics such as Basic Safety, Critical Communication Skills on a Job Site and Introduction to Construction Drawings. Be a part of this growing field and position yourself for job growth and opportunities in this lucrative field.

SEF-8968-402  1:00PM-5:00PM  F  9/21-11/3  7.2 CEUs
8:00AM-5:00PM  S
$499  Broome  Hend Co Campus SPRM 108

Build Your Future at Blue Ridge
Industrial Journeyman?

Our Core Construction class is the FIRST STEP! NCCER sets the standard for developing craft professionals. By earning this required credential, YOU gain an understanding of topics such as Basic Safety, Critical Communication Skills on a Job Site, Proper Use of Hand and Power Tools, Construction Math and Introduction to Construction Drawings.

Contact Monique Eaker at moniquee@blueridge.edu

National Center for Construction Education & Research develops standardized construction and maintenance curriculum and assessments with portable credentials.
Training Resources
Blue Ridge Community College partners with state, regional – Mountain Area Workforce Development, and local – Henderson and Transylvania Counties - economic development teams to coordinate and deliver comprehensive, quality, professional training which includes assisting in incentive opportunities for eligible businesses and industries.

The availability of a skilled workforce – the talent required to drive performance – is a proven factor in the viability of any community! BRCC works with North Carolina’s Customized Training Program to provide education, training and support services for new, expanding and existing business and industry.

Interested? Contact Shanda Bedoian at (828) 694-1756 or shandab@blueridge.edu.

Business Training
To register for the courses listed below, see page 39. For information about enrolling in courses scheduled for the Henderson County Campus, contact M.C. at (828) 694-1779 or e-mail m_gaylord@blueridge.edu. For information on courses scheduled at the Transylvania County Campus, contact Cecile at (828) 883-2520 or e-mail ceciled@blueridge.edu.

Building Teams That Work! NEW!
Build teams that work. How many times have you seen it? Something goes wrong and everyone on the leadership team quickly tries to deflect blame or worse - throw one another under the proverbial bus. The concept of winning as a team is easy to talk about but hard to incorporate. In his book, “The Advantage,” Patrick Lencioni provides the basis for this course where participants will learn to identify positive team traits and those that will surely spell disaster for teams if they fall into old patterns. The course will also incorporate other proven team building techniques to help you build and grow great teams.
SEF-8996-401 8:30AM-12:30PM TH 11/15-11/15 0.4 CEUs $75 Sparks Hend Co Campus CONE 122

Business Accelerator
Experience a small business and entrepreneur development program where good ideas meet proven business practices. This program is designed to give small business managers skill sets and critical management practices they desperately need. Topics include understanding how to legally form a company, business planning, legal and organizational issues and structures, sources of financing, marketing, professional selling, budgeting and project management. This course will include guest speakers, field trips and exposure to various potential resources necessary to successfully launch and manage a successful business. Course fees include instructional materials and trip expenses. Off-campus location, please see page 37 for address.
MLS-8988-800 8:00AM-12:00PM W 8/8-12/12 4.8 CEUs bi-monthly $295 HC Chamber of Commerce
**Dog Grooming 101 NEW!**
Learn the basics of dog anatomy, health and safety, recognizing normal and abnormal conditions, safe handling techniques. Explore basic grooming tools, the pros and cons of shampoos, conditioners, and fur-enhancing products. You will also learn the application techniques for basic grooming for pre-bath preparations, safe bathing, drying, and scissoring, nail trimming, dremeling, and filing and the finishing techniques - brushing and scissoring. The registration fee does include the books and tools rental for this class. Off-campus location, please see page 37 for address.
CSP-8714-401 10:00AM-2:00PM M 8/20-10/1 5:30PM-8:00PM T
$325 Staff The Refined Pup

**Dog Grooming 102 NEW!**
Advance your knowledge and skills as you learn about breed groups, breed patterns, styling techniques of particular breeds, grooming the senior pet, and grooming the neglected pet. This course builds on the skills learned in Dog Grooming 101. You must have taken Dog Grooming 101 to take this course. Off-campus location, please see page 37 for address.
CSP-8715-411 10:00AM-2:00PM M 10/15-11/19 5:30PM-8:00PM TTH
$175 Staff The Refined Pup

**Franklin Covey - 7 Habits**
7 Habits of Highly Effective People is to help you live your life in a truly effective way. Experience a paradigm shift, and get to know the 7 habits as created by Stephen R. Covey. The 7 habits are: Be Proactive, Begin with the End in Mind, Put First Things First, Think Win-Win, Seek First to Understand Then to Be Understood, Synergize and Sharpen the Saw. Applying the principles of the 7 Habits in your daily life, you will gain more personal and interpersonal growth, helping you to become a more effective person and leader.
SEF-8916-404 8:30AM-3:30PM T 10/25-10/25 0.6 CEUs $95 Staff The Refined Pup

**Guest Service Gold**
Learn to provide memorable customer service in this comprehensive course to train guest service oriented line level staff members. Core competencies include the seven key elements required to consistently deliver the very highest level of guest service in all areas of the hospitality industry. Upon completion, you will receive a certificate from the American Hotel & Lodging Educational Institute.
MKT-8447-421 3:30PM-6:30PM TTH 9/18-9/20 0.6 CEUs $70 Adams Trans Co Campus TRCS 110

**Importance of Organizational Culture NEW!**
Learn why “Culture Eats Strategy for Breakfast.” Discuss organizational culture and its impact on every other aspect of your company’s bottom-line results. Why do some companies have a great culture while others miss the mark? Who drives culture within an organization and who can influence cultural change? Learn the answers to these and many other questions while sharing and learning from class participants.
SEF-8997-401 8:30AM-12:30PM TH 11/1-11/1 0.4 CEUs $75 Sparks Hend Co Campus CONE 122

**Mentoring as a Business Strategy NEW!**
Learn to leverage the experience within your organization to positively impact key performance drivers such as recruitment, diversity, employee engagement, turnover, retention, and company culture. Mentoring is a high-impact, low-cost method of training that can be a “game-changer” for your organization. Develop and implement a mentoring program tailored for your company’s goals and objectives including the selection process, pairing process, the development of training for mentors and protégés, and evaluations to assess the impact to program goals will be covered. Discussed will be strategies on how to present the benefits of mentoring to the “C” suite and gain their buy-in.
SEF-8998-401 8:30AM-12:30PM T 9/25-9/25 0.4 CEUs $75 Sparks Hend Co Campus CONE 122
Get Coaching Prepare for the right opportunity with individual coaching and group workshops.

Get Certified Advance your career options with short-term or long-term training.

Get Organized Receive assistance in your job search from personal and online staff.

Get a Job! @ NCWorks

Henderson County: 180 West Campus Drive, Flat Rock, NC 27831 (828) 694-1755
Transylvania County: 45 Oak Park Drive, Brevard, NC 28712 (828) 883-2520

Serving those who’ve served our country

NCWorks can help you with:
- Academic planning
- Career development services
- Case Management
- Job Placement
- Resources and referrals

For more information, contact NCWorks at blueridge.edu/ncworks

BRCC Institute for Human Resource Education

We help HR professionals prepare for certification exams and maintain them with approved recertification classes.

- SHRM-CP/SHRM-SCP Exam Prep course
- Building Teams That Work!
- Franklin Covey’s 7 Habits
- Importance of Organizational Culture
- Mentoring as a Business Strategy
- Performance Management
- Your Role in Organizational Change

Contact M.C. Gaylord at (828) 694-1779 for more information or visit our website at blueridge.edu/pdi
Got Skills? Prove It!
Earn your National Career Readiness Certificate

Prove to employers that you have the skills to do the job...

North Carolina recognizes the need to assess individuals’ skill levels and identify gaps in workplace skill requirements. This process will guide hiring & training decisions and develop the skills U.S. workers need to compete in a global economy. To address these issues, North Carolina has joined 40+ states in a national Career Readiness Certification initiative.

Career Readiness Certification (CRC) identifies three core workplace skill levels required across multiple industries and occupations. The CRC is a portable credential that workers can use in any area of North Carolina or in any state in the U.S. This Certificate confirms to employers that the individual possesses basic workplace skills in Workplace Documents, Applied Math and Graphic Literacy—the three skills that most jobs require. It is a perfect document for job seekers to include with a resume when applying for a job.

The standardized assessment used to award the Career Readiness Certificate is ACT WorkKeys. WorkKeys assessments are currently used as part the screening process for hiring and advancement by several area businesses: Sierra Nevada Brewing Co., Meritor, Blue Ridge Metals, Borg Warner, Continental Teves, Jacob Holm Industries, Kimberly Clark, H Putsch, UPM Raflatac, Selee Corporation, Elkamet, Smartrack, Thermo Fisher Scientific, Legacy Paddle Sports, etc.

<table>
<thead>
<tr>
<th>Bronze Level</th>
<th>Silver Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>An individual achieving at least a Level 3 on each of the possesses core workplace skills for approximately 17% of the jobs profiled by WorkKeys.</td>
<td>An individual achieving at least a Level 4 on each of the tests possesses core employability skills for approximately 69% of the jobs profiled by WorkKeys.</td>
</tr>
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<table>
<thead>
<tr>
<th>Gold Level</th>
<th>Platinum Level</th>
</tr>
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<tr>
<td>An individual achieving at least a Level 5 on each of the tests possesses core employability skills for approximately 93% of the jobs profiled by WorkKeys.</td>
<td>An Individual achieving at least a Level 6 on each of the tests possesses core employability skills for approximately 99% of the jobs profiled by WorkKeys.</td>
</tr>
</tbody>
</table>

How to prepare and qualify for your Career Readiness Certificate:
Using the Career Ready 101 system aligned with the WorkKeys Assessments, Henderson County NCWorks staff will determine your present level of proficiency in Workplace Documents, Graphic Literacy and Applied Mathematics. You may then use the self-paced Career Ready 101 Curriculum to upgrade your skills, if necessary. When you have attained the appropriate skill levels, NCWorks staff will schedule your Certification Assessment. Upon successful completion of the WorkKeys Assessments for these required skill levels, you will receive your Certificate.

For more information visit blueridge.edu/NCWorks.
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 includes books and materials, which will be provided in class.

SEF-8132-421 9:00AM-4:00PM  $80  Gavalas  S  8/24-8/24  0.6 CEUs
SEF-8132-422 9:00AM-4:00PM  $80  Roberts  S  9/8-9/8  0.6 CEUs
SEF-8132-423 9:00AM-4:00PM  $80  Gavalas  F  10/5-10/5  0.6 CEUs
SEF-8132-424 9:00AM-4:00PM  $80  Roberts  S  10/27-10/27  0.6 CEUs
SEF-8132-425 9:00AM-4:00PM  $80  Gavalas  F  11/30-11/30  0.6 CEUs
SEF-8132-426 9:00AM-4:00PM  $80  Roberts  S  12/15-12/15  0.6 CEUs

Notary Public, Electronic
Become an electronic notary with this mandatory four-hour course. Successful participants must currently hold a valid commission as a notary public in North Carolina and score at least 80% on the final exam. Participants are required to provide an official identification, such as a valid driver’s license. This course is designed for instructional areas related to individuals who want to become commissioned as an electronic notary. Topics include legal, ethical and procedural requirements of the Notary Act outlined in the General Statute 10B Article 2. Registration fee includes the Electronic notary class booklets needed for this class.

SEF-8927-421 9:00AM-1:00PM  $80  Gavalas  F  9/21-9/21  0.4 CEUs
SEF-8927-422 9:00AM-1:00PM  $80  Roberts  S  11/17-11/17  0.4 CEUs

Performance Management NEW!
Be more agile with performance management practices. Ditch the antiquated practice of annual performance reviews in favor of this best practice for your organization. With technology growing exponentially, business has had to adapt and keep up with the times or face irrelevance. And while many business practices and processes have changed to keep up, the annual performance review has remained virtually unchanged for the past 70 years. Learn what your organization can (and must) do to maintain relevancy and even grow your engagement scores (and your market share) by offering more directed, timely feedback and have fun doing it.

SEF-9000-401 8:30AM-12:30PM  $75  Sparks  T  10/9-10/9  0.4 CEUs

Screenwriting Made Easy
Learn industry screenwriting basics, terminology, elements and storyline pacing. Develop a 3-line storyline, build characters and complete a 120-page script. Complete your screenplay with the direction of an industry professional and classroom discussion. Final Draft 10 Screenwriting Software is recommended but not required for personal purchase.

SEF-8940-501 4:00PM-7:00PM  TTH  8/21-10/4  4.2 CEUs  $130  Jefferson  Hend Co Campus TEDC 302

Edit Your Script for Contests, etc.! NEW!
Learn how to identify the main characters’ strengths, weaknesses, behavior and misbehaviors in a screenplay. You will clearly state the project’s strengths and worthiness, escalate each scene as it relates to conflict then demonstrate conflict within the scope of the overall storyline. The class will be divided into groups to discuss each member’s project and offer suggestions to strengthen each scene, state the developmental weakness’ of their characters’ misbehavior, support their characters’ emotional depth and defend the value of their project to the entire class. You will be expected to write between 3-10 pages for the next class discussion.

SEF-8986-401 4:00PM-7:00PM  TTH  10/15-12/6  4.2 CEUs  $130  Jefferson  Hend Co Campus TEDC 102

Professional Development Institute
The Professional Development Institute at Blue Ridge Community College designs and delivers learning solutions to grow your personal, team and strategic leadership skills. Join one of our scheduled seminars or contact us for a tailored training program specifically for your organization.

September 1  Your Role in Organizational Change
September 25  Mentoring as a Business Strategy
October 9   Performance Management
October 25  Franklin Covey’s 7 Habits
November 1  Importance of Organizational Culture
November 15 Building Teams That Work!

For more information, visit blueridge.edu/pdi or contact M.C. Gaylord at (828) 694-1779 or by email at m_gaylord@blueridge.edu.
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.

**Essential Workplace Skills**

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.

**Computer and Information Technology**

To register for the courses listed below, see page 39. For information about enrolling in courses scheduled for the Henderson County Campus, contact Paula at (828) 694-1742 or e-mail pe_wynn@blueridge.edu. For information on courses scheduled for the Transylvania County Campus, contact Cecile at (828) 883-2520 or e-mail ceciled@blueridge.edu.

**Computers 101: Becoming Savvy**

Designed and recommended for the new computer user. Develop the skills you need to effectively operate a computer. The class is slow-paced with no computer experience required and with minimal typing involved. Learn how to navigate these features: the desktop, basic word processing, spreadsheets, along with hands-on exercises for a successful learning experience. Please visit the BRCC bookstore to purchase required books and supplies before class begins.

- **SEF-8983-401** 9:00AM-12:00PM M 9/10-10/8 1.5 CEUs
  - $75 Kaczmarek Hend Co Campus TEDC 119
- **CIS-8013-421** 9:00AM-12:00PM T 9/11-10/9 1.5 CEUs
  - $75 Sprouse Trans Co Campus TRCT 218

**Computers 102: Savvy Continued**

Further your journey with simple to understand computer concepts. Learn how to navigate the internet, send and receive e-mail, upload and download safely to the Cloud. You will gain an understanding of security settings, search engines, netiquette and emoticons. The textbook is the continuation from Computers 101 course. Prerequisite: Computers 101 or equivalent proficiency.

- **SEF-8984-501** 9:00AM-12:00PM M 10/15-11/19 1.5 CEUs
  - $75 Kaczmarek Hend Co Campus TEDC 119
- **CIS-8014-521** 9:00AM-12:00PM T 10/16-11/13 1.5 CEUs
  - $75 Sprouse Trans Co Campus TRCT 218

**Computers 201: Windows 10**

Let us show you how to personalize your computer by learning how and why the new features work in Windows 10. Organizing the Start Screen, manipulating applications, using the Control Panel, and navigating the file system are just a few of its capabilities you will learn. This class is for the student who is familiar with computer concepts. Prerequisite: Computers 201.

- **SEF-8985-501** 1:00PM-4:00PM M 9/10-10/29 2.3 CEUs
  - $75 Kaczmarek Hend Co Campus TEDC 119
- **NOS-8000-421** 9:00AM-12:00PM TH 10/11-12/06 2.3 CEUs
  - $75 Duval Trans Co Campus TRCT 218
Our instructor-led online courses are informative, fun, convenient, and highly interactive. We focus on creating warm, supportive communities for our learners. New Course sessions begin monthly. Visit our website to view start dates for the courses that interest you. Below are just a few of our most popular continuing education courses:

- Enhancing Language Development in Childhood
- Teaching Students With Autism: Strategies for Success
- Differentiated Instruction in the Classroom
- Creating K-12 Learning Materials
- Survival Kit for New Teachers
- Spanish in the Classroom

Learn from the comfort of home!

Prices Start at $90

- 24-Hour Access
- Discussion Areas
- 6 Week Format

Please consult your Professional Development Coordinator for continuing education approval.

Over 50 Continuing Education Certified Online Courses!

ed2go.com/blueridge | (828) 694-1735

Computers 301: Office Computing
This fast-paced course will teach you the critical skills necessary to meet workforce demands by learning Microsoft’s latest operating system integrated with Microsoft Office and Google Drive. Get comfortable learning these features: manage windows and folders, sort and filter files, create and save folders both on the local PC and the Cloud, along with file sharing from the internet. Learning will be reinforced with practical hands-on projects. Some computer knowledge required. Please bring a USB drive and notebook to first class.

SEF-8995-401 1:00PM-4:00PM TH 10/4-11/29 2.3 CEUs
$75 Kaczmarek Hend Co Campus TEDC 119
CIS-8009-421 1:00PM-4:00PM M 10/15-12/10 2.3 CEUs
$75 Staff Trans Co Campus TRCT 218

Microsoft Excel
Learn to enter, calculate, analyze and visually represent numerical data with customized charts, create and edit worksheets, manipulate formulas and functions and format cell properties. Microsoft Excel is the most prominent spreadsheet program in today’s business world. Professionals in all career fields are now expected to have a comfortable working knowledge of Excel and this class will ensure you understand the basics. Please visit the BRCC bookstore to purchase the required book before class begins.

OST-8000-421 9:00AM-12:00PM F 9/21-11/16 2.3 CEUs
$75 Sprouse Trans Co Campus TRCT 218

Getting Familiar With Excel
Microsoft Excel is the leading industry standard for spreadsheets. In this 6-hour course, students will 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.

OST-8002-421 9:00AM-12:00PM F 8/31-9/7 0.6 CEUs
$75 Sprouse Trans Co Campus TRCT 218

Introduction to Excel NEW!
Explore and learn the basics of Excel, which is one of the most powerful and popular business computer programs. Students will create, format and edit basic worksheets, become comfortable with formulas and calculations, create and print basic reports. This class is paced for the student who has basic computer skills, is proficient with a mouse, and has basic typing skills.

SEF-8992-411 6:00PM-9:00PM TTH 9/11-9/27 1.8 CEUs
$75 Morris Hend Co Campus GENS 105
SEF-8992-412 6:00PM-9:00PM TTH 10/9-10/25 1.8 CEUs
$75 Morris Hend Co Campus TEDC 119

Intermediate Excel NEW!
Apply your basic Excel skills to business situations. You will summarize data and use formulas; format and analyze data using tables, charts and graphs. The pace of this class assumes the student has basic Excel skills and is comfortable with worksheets. Pre-requisites: Basic Excel Skills.

SEF-8993-412 6:00PM-9:00PM TTH 10/9-10/25 1.8 CEUs
$75 Morris Hend Co Campus TEDC 119
SEF-8993-401 2:00PM-5:00PM MW 10/15-10/31 1.8 CEUs
$75 Morris Hend Co Campus GENS 105
Advanced Excel NEW!
Increase your knowledge with Excel's powerful analytical and decision-making tools. Advanced Excel is all about analyzing data using specialized tools such as specialized functions, lookups, pivot tables, and automation, resulting in time-saving skills and stronger decision making. This class is paced for students comfortable with excel. Pre-requisites: Intermediate Excel skills: Formulas, formatting, graphs & charts and tables & ranges.

SEF-8994-413 6:00PM-9:00PM  TTH  11/6-11/29  1.8 CEUs  $75  Morris  Hend Co Campus TEDC 119
SEF-8994-401 2:00PM-5:00PM  MW  11/26-12/12  1.8 CEUs  $75  Morris  Hend Co Campus GENS 105

QuickBooks & Accounting Basics
Learn the basics of QuickBooks, a comprehensive accounting and financial software system used in many small to mid-sized businesses. This course includes accounting basics in order to better understand the applications and processes in QuickBooks as well as the importance of applying these basics to any business. This course is relaxed, informative and for beginners and those who want to enhance their basic accounting and QuickBooks knowledge. Please visit the BRCC bookstore to purchase the required books before class begins.

ACC-8112-431  6:00PM-8:30PM  T  9/11-12/11  3.5 CEUs  $130  Staff  Trans Co Campus TRCT 218

Understanding “Cloud” Services NEW!
A simplified explanation and practical guide to using the “Cloud”. We will examine some of the most popular Cloud services from Apple, Microsoft, Google, and more. Through lecture, discussion, and hands-on work we’ll examine how you can boost your confidence, productivity, and have access to all your most important files and information on all your connected devices. This course relates to Apple, Android, Google, and Windows devices as well as some commercially available free or paid Cloud solutions. It is recommended that you bring to class, and have a basic knowledge of, your mobile device.

SEF-8988-401  10:00AM-12:00PM  TH  8/30-10/18  1.6 CEUs  $70  Kaczmarek  Hend Co Campus TEDC 302

Culinary
To register for the courses listed below, see page 39. For information about enrolling in the following courses, contact Cecile at (828) 883-2520 or e-mail ceciled@blueridge.edu. Students must be 21 years or older to enroll in these courses.

4-HR ServSafe Food Safety Manager Review
This class will review information from the National Restaurant Association’s (NRA) ServSafe Manager 7th Edition Book before taking the proctored two hour 09-ServSafe Food Protection Manager Certification Examination. North Carolina 15A .2600 Rules Governing Food Protection and Sanitation of Food Establishments states that food service establishments must have a certified manager present at all times of operation. Food establishments will receive a deduction of two points on food safety inspection scores if this requirement is not met. The student will be responsible for reading and performing all book-related activities prior to attending the course. Please visit the BRCC bookstore to purchase required answer sheet before class begins.

HOS-8086-421  8:00AM-12:00PM  F  9/14-9/14  0.4 CEUs  $70  Smith  Trans Co Campus TRCS 140
HOS-8086-521  8:00AM-12:00PM  F  11/2-11/2  0.4 CEUs  $70  Smith  Trans Co Campus TRCS 140

Emergency Services
To register for the courses listed below, please pick up information/registration packet at the Health Sciences Center or Transylvania County Campus. For more information, contact Glenda at (828) 694-1748 or email glendam@blueridge.edu.

Emergency Medical Services
Emergency Medical Technician - EMT
Training is designed to prepare the student to work in the emergency medical field at the entry level and prepares them to advance into the EMT-Paramedic class. This course follows the guidelines set forth by the NC Office of Emergency Services. The curriculum for this program will be the United States Department of Transportation (US DOT) National Highway Traffic Safety Administration (NHTSA) EMT-Basic Course: National Standard Curriculum and the Supplemental Airways Modules for EMT-Basic. Prerequisite: Copy of High School Diploma or High School Equivalency or at least 10th grade level on a Comprehensive Reading exam.

Emergency Medical Technician - Intermediate
This course is a fast-paced class that will prepare the student to administer certain medications and perform advanced life-saving skills in the emergency medical field. The curriculum for this class shall be objectives identified from the release of the US DOT NHSTA EMT-Paramedic Course.
Emergency Medical Technician - Paramedic Part 1
This course must follow the guidelines established by the NC Office of EMS. The curriculum for the EMT-Paramedic educational program shall be the United States Department of Transportation (US DOT) National Highway Traffic Safety Administration (NHTSA) EMT-Paramedic Course: National Standard Curriculum. Prerequisites: successful completion of an EMT-Basic course; high school diploma or High School Equivalency (Formerly GED); successful completion of an entrance exam assessing basic reading comprehension and English skills at a minimum at the post-secondary grade level; demonstration of math skills at a minimum at the high school grade level. Recommended hours: 596 didactic; 100 clinical; 400 field internship. Pre- or Corequisite course: EMS 8000 Anatomy and Physiology.

Emergency Medical Technician - Paramedic Part 2
This course must follow the guidelines established by the NC Office of EMS. The curriculum for the EMT-Paramedic educational program shall be the United States Department of Transportation (US DOT) National Highway Traffic Safety Administration (NHTSA) EMT-Paramedic Course: National Standard Curriculum. Prerequisites: successful completion of an EMT-Basic course; high school diploma or High School Equivalency (Formerly GED); successful completion of an entrance exam assessing basic reading comprehension and English skills at a minimum at the post-secondary grade level; demonstration of math skills at a minimum at the high school grade level. Recommended hours: 596 didactic; 100 clinical; 400 field internship. Pre- or Corequisite course: EMS 8000 Anatomy and Physiology and EMS 8051.

Anatomy & Physiology for EMS
This course provides a basic study of the structure and function of the human body. The curriculum for Anatomy and Physiology course shall be objectives from Appendix E of the United States Department of Transportation (US DOT) National Highway Traffic Safety Administration (NHTSA) EMT-Paramedic: NSC. Topics include a basic study of the body systems as well as an introduction to homeostasis, cells, tissues, nutrition, acid-base balance, and electrolytes. Upon completion, students should be able to demonstrate a basic understanding of the fundamental principles of Anatomy and Physiology. This course is a prerequisite for EMS 8051: Emergency Medical Technician - Paramedic Initial.

Medical Responder (MR)
This course must follow the guidelines established by the NC Office of EMS. The curriculum for the Medical Responder educational program shall be the United States Department of Transportation (US DOT) National Highway Traffic Safety Administration (NHTSA) First Responder Course: National Standard Curriculum. Prerequisites: High school diploma or High School Equivalency (Formerly GED); or successful completion of an entrance exam assessing basic reading comprehension skills at a minimum at the tenth-grade level.

Fire and Rescue
To register for the courses listed below, see page 39. For information on the courses listed in this section, call (828) 694-1786 or email m_coggins@blueridge.edu.

Blue Ridge Community College Fire and Rescue Program offers a variety of initial and 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 blueridge.edu/continuing-education/emergency-services.

Environmental and Safety Training
To register for the courses listed below, see page 39. 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 coursework will be completed online. Students will receive sign-on ID and password by e-mail on the course start date.

Hazardous Materials

- SEF-8409-201 Internet 9/10-9/28 2.4 CEUs $90
- SEF-8409-202 Internet 10/29-11/19 2.4 CEUs $90

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 coursework will be completed online. Students will receive sign-on ID and password by e-mail on the course start date.

- SEF-8407-201 Internet 9/17-9/28 0.8 CEUs $90
- SEF-8407-202 Internet 10/15-10/26 0.8 CEUs $90
- SEF-8407-203 Internet 11/19-11/30 0.8 CEUs $90
OSHA

OSHA 10-Hour General Industry Standards
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 cash, check or money order to the first class. There is a processing fee charged by the OTI Education Centers.

SEF-8969-501 5:30PM-8:30PM TTH 10/16-10/25 1 CEUs $80

Wastewater Recertification
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 coursework will be completed online. Please provide your wastewater operator certification number on the registration form.

WW Treatment-Disinfection-Chlorination Online
SEF-8406-201 Internet 11/19-11/30 1 CEUs $90

WW Treatment-Fixed Film Process Online
SEF-8401-201 Internet 9/17-9/28 1 CEUs $90

WW Treatment-Pollution Control Online
SEF-8402-201 Internet 10/8-10/19 1 CEUs $90

WW Treatment-Pond Systems Online
SEF-8403-201 Internet 10/15-10/26 1 CEUs $90

WW Preliminary Treatment Online
SEF-8404-201 Internet 10/29-11/9 1 CEUs $90

WW Primary Treatment Online
SEF-8405-201 Internet 11/5-11/16 1 CEUs $90

WW Suspended Growth Systems Online
SEF-8400-201 Internet 9/10-9/21 1 CEUs $90

Water & Wastewater Recertification
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.

Basic Pump Hydraulics & Operating Conditions
SEF-8974-401 8:00AM-3:00PM T 8/28-8/28 0.6 CEUs $70

Disinfection
SEF-8975-402 8:00AM-3:00PM TH 9/20-9/20 0.6 CEUs $70

Electrical Fundamentals
SEF-8965-402 8:00AM-3:00PM TH 10/11-10/11 0.6 CEUs

Math Refresher
SEF-8976-501 8:00AM-3:00PM T 12/11-12/11 0.6 CEUs

Process Control
SEF-8939-402 8:00AM-3:00PM T 10/30-10/30 0.6 CEUs

Pump Types, Components and Repair
SEF-8971-402 8:00AM-3:00PM TH 11/15-11/15 0.6 CEUs

Utility Cave-In Protection-Competent Person Training
SEF-8949-402 8:00AM-3:00PM T 11/27-11/27 0.6 CEUs

Health Care
Register in person for all Health Care classes on the following registration days (must have all required forms and completed immunizations) Henderson County Campus (Continuing Education Building Room 123): Monday-Thursday 8-2. Transylvania County Campus (Straus Building): First Thursday of the month 8 a.m. to 12 p.m. and Third Tuesday of the month 1 p.m. to 4 p.m. Contact Sheila at (828) 694-1750. Check blueridge.edu under Health Care for class schedules and printable medical forms. Scholarships are available through NCWorks in the Continuing Education Building.

Nurse Aide I Orientation
This orientation class is required for all Nurse Aide I 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. Students must register in person for this 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. BRCC is an approved PearsonVue Testing Center.

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

Nurse Aide I Refresher
This refresher course is designed for individuals who have had a previous listing on a state Nurse Aide Registry that has not been expired for greater than 3 years 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.
**Medical Assistant**
Learn entry-level beginner medical assisting. This course is designed to teach the three aspects of medical assisting: Clinical, Administrative and Laboratory. A student must be 18 years old, have a HS diploma or GED and a current CPR card to enroll. NHA National CCMA exam administered.

**Medical Assistant Prep Review**
This 53-hour course is designed to review the three aspects of Medical Assisting: Clinical, Administrative and Laboratory for the student to begin to prepare for the National Certification Exam. A documented minimum of one year supervised work experience in the health field is required. NHA National CCMA exam administered.

**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. Nurse Aide I is a prerequisite for this class.

**Phlebotomy**
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 healthcare settings and be eligible for national certification as a phlebotomy technician. Nurse Aide I, II or Medical Assistant is a prerequisite for this class. Blue Ridge Community College is an ASPT national testing site. Testing sessions are open. Please check ASPT.com for requirements.

**Phlebotomy Prep Review**
Brush up on your Phlebotomy skills earn CEUs for license renewals and become CPT certified. This 30-hour class is for licensed community members-RN, EMT, CMA, LPN, EMS and PA. A student must have 1 year work experience (documented). NHA National CPT exam administered.

**EKG Technician**
This course will cover the anatomy and physiology of the heart, principles of EKG and dysrhythmia recognition to prepare the student to sit for the national certification exam. High school diploma/GED required, NHA National EKG exam administered.

**Medical Administrative Assistant Prep/Review**
Review how to keep healthcare offices running efficiently and effectively. The CCMA student will review computers, answering calls, scheduling appointments, greeting patients and family, maintain and update files, coordinate and educate patients regarding procedures. One year documented employment in a healthcare occupation, high school diploma/GED.

**Healthcare Billing and Coding**
This course prepares an individual for entry-level healthcare billing and coding positions. Course topics can include but are not limited to the roles and responsibilities of this position, managed health care, life cycle of an insurance claim, legal and regulatory considerations, coding regulations, reimbursement issues claim instructions, medical terminology, filing commercial claims, and insurance plans. NHA National Exam administered.
This is Chelsa Cannon’s purpose and mission in her nursing career. Chelsa is a Blue Ridge Community College Regionally Increasing Baccalaureate Nurses (RIBN) program graduate now working as a registered nurse at Pardee UNC Health Care.

Chelsa didn’t want the traditional college experience and chose Blue Ridge Community College for its unparalleled educational experience. While studying there, she enjoyed the instructors’ “open door” attitudes, and hands-on laboratory approaches to learning.

CHELSA CANNON
Languages

To register for the courses listed below, see page 39. For information about enrolling in courses scheduled for the Henderson County Campus, contact Paula at (828) 694-1742 or e-mail pwynn@blueridge.edu. For information on courses scheduled for the Transylvania County Campus, contact Cecile at (828) 883-2520 or e-mail cecile@blueridge.edu.

**Beginning Spanish I**
Learn to acquire the basic skills necessary to listen, speak, read, write and understand Spanish and the Hispanic culture. The 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.

- **SEF-8977-412** 6:00PM-8:30PM T 8/21-10/9 2 CEUs $70
- **FLI-8760-431** 6:00PM-8:30PM T 8/28-10/16 2 CEUs $70

**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.

- **SEF-8945-511** 6:00PM-8:30PM TH 10/11-12/6 2 CEUs $70
- **FLI-8761-531** 6:00PM-8:30PM T 10/23-12/11 2 CEUs $70

**Beginning Spanish Conversation**
Review the grammar and vocabulary learned in Beginning Spanish I, II, and III with conversation as the focus. Rules of stress, accent, gender, plural nouns, definite articles, personal subject pronouns, conjugation of present tense regular verbs, common conversational phrases, simple negative, interrogatives, verb ‘to be,’ and ‘tener,’ prepositions, irregular present tense verbs, cardinal and ordinal numbers, shortened forms of adjectives, possessive and demonstrative, numbers, days, months, weather, time, body parts, family, friends, occupations, clothing, city locations, ordering in a restaurant and shopping. Prerequisite: Beginning Spanish III or equivalent proficiency.

- **SEF-8978-411** 11:00AM-1:30PM TH 8/16-10/4 2 CEUs $70

**Intermediate Spanish I**
Continue to grow in your knowledge of the Spanish language. Learn stem hanging verbs, commands, adverbs and topical vocabulary. Prerequisite: Beginning Spanish Conversation or equivalent proficiency. Off-campus location, please see page 37 for address.

- **SEF-8979-411** 10:00AM-12:30PM M 8/20-10/15 2 CEUs $70
- **SEF 8979 401** 11:00AM-1:30PM TH 10/11-12/6 2 CEUs $70

**Intermediate Spanish Conversation**
This course will be a review of the grammar and vocabulary learned in the Intermediate Spanish 1, 2, and 3, with an emphasis on conversation: stem-changing verbs, commands, adverbs, direct and indirect objects, gustar, ‘por’ and ‘para’, preterite tense and topical vocabulary. Prerequisite: Intermediate Spanish 3 or equivalent proficiency.

- **FLI-8752-432** 6:00PM-8:30PM TH 8/16-10/4 2 CEUs $70

**Advanced Spanish I**
You will focus on the imperfect tense and compare its uses with those of the preterite tense. Continue to learn new vocabulary by topic. Prerequisite: Intermediate Spanish Conversation or equivalent proficiency.

- **FLI-8761-533** 6:00PM-8:30PM TH 10/11-12/6 2 CEUs $70

**Spanish Literature & Culture II-A**
Read literature to acquire new vocabulary and grammar, focusing on Argentina and Columbia to learn more about their culture and customs

- **SEF-8980-411** 6:00PM-8:30PM M 8/20-10/15 2 CEUs $70

**Spanish Literature & Culture II-B**
Read literature to acquire new vocabulary and grammar, focusing on Argentina and Columbia to learn more about their culture and customs

- **SEF-8981-511** 6:00PM-8:30PM M 10/22-12/10 2 CEUs $70

**French for Beginners I**
This is an introductory course for persons wanting to begin the study of French. Learn to acquire the basic skills necessary to listen, speak, read, write and understand French. Emphasis will be on developing conversational skills. Please bring a notebook to first class.

- **CSP-8070-401** 11:00AM-1:00PM W 8/15-10/3 2 CEUs $65

**French for Beginners II**
This course is for persons who have completed French for Beginners I or equivalent and wants to improve their language skills. Please bring a notebook to first class.

- **CSP-8071-501** 11:00AM-1:00PM W 10/10-12/5 2 CEUs $65

**German for Beginners I NEW!**
Experience learning another language. In this first of a two-part introductory course, you begin the study of the German language. Learn to acquire the basic skills necessary to listen, speak, read, write and understand German. Emphasis will be on developing conversational and reading and writing skills.

- **SEF-8989-411** 3:00PM-5:00PM W 9/5-12/12 2.3 CEUs $70
Do you have what it takes to Protect and Serve?

**BLET** 19-week State Certification required of all sworn law enforcement officers in North Carolina.

**PLUS** 47 additional hours in Advanced Firearms Training

*Find out more at blueridge.edu/BLET*

or contact Sherry Phillips at sherryc@blueridge.edu

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**Law Enforcement - To Protect and Serve**

Visit our webpage for enrollment forms and more information, blueridge.edu/law-enforcement. Contact Sherry Phillips 828) 694-1760 or sherryc@blueridge.edu.

**Basic Law Enforcement Training - PLUS**

Basic Law Enforcement Training - PLUS (BLET) is above the minimum standard hours and 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. This program-certification is a prerequisite to be a sworn law enforcement officer in the state of North Carolina.

**BLET-PLUS** is comprised of 36 separate blocks of instruction to include topics such as Firearms, Driver Training, Motor Vehicle Law, and Arrest, Search and Seizure. The BLET - PLUS course is filled with practical exercises and an extensive ethics section that is woven throughout the training experience.

**BLET - PLUS** offers extra training hours to better prepare students for officer safety through advanced firearm training. Successful graduates are qualified to take the state certification examination.

**Who should enroll?**

- Self-motivated individuals with a desire to serve the community.
- Those who strive for a fulfilling career.
- Individuals wanting a multifaceted career path in Law Enforcement.

Entrance requirements are provided in detail within the BLET - PLUS student application. You may print all required enrollment documents and read more program details at blueridge.edu/blet.

**Day BLET - PLUS Program**

Two offerings every year: January and August

Length is 4 months–Class meets Monday through Friday 8 a.m. until 6 p.m. (*adjustment hours made for night training requirements*). Some Saturday classes are required.

**Military Service Members**

- Become certified as a NC law enforcement officer!
- Have you maintained a clean criminal record?
- Been awarded a military law enforcement MOS?
- Completed a military law enforcement training program?
- Completed 2-years in military law enforcement?

If you meet the above requirements and are interested in becoming a certified law enforcement officer in NC you can receive credit up to 120 hours for your military training and experience. Depending on your training and experience, you will be granted limited enrollment in Blue Ridge Community College’s Basic Law Enforcement Training (BLET) program.
Outdoor Recreation and Leadership
To register for the courses listed below, see page 39. For information about enrolling in courses scheduled for the Henderson County Campus, contact M.C. at (828) 694-1779 or e-mail m_gaylord@blueridge.edu. For information on courses scheduled for the Transylvania County Campus, contact Cecile at (828) 883-2520 or e-mail ceciled@blueridge.edu.

Introduction to Bicycle Mechanics
Learn the essentials of assembling, adjusting and basic maintenance of today’s high-quality bicycles. This course is designed to help prepare students to work as shop assemblers and fleet maintenance personnel. This course will start to prepare you for the BSE Level 1 Certification. Students are suggested to bring an essential toolkit to the first class (approximate value $50 - list of tools available upon request).

SEF-8545-531 6:00PM-9:00PM T 11/6-11/13 0.6 CEUs $71.30 Staff Trans Co Campus TRCT 113

Bicycle Mechanics II
Build on the skills learned in Bicycle Mechanics I in this course that takes you to the next level of bicycle mechanic skills. Learn wheel mechanics and truing, drivetrain install, headset service and adjustments. Students are suggested to bring an essential toolkit to the first class and the list of tools will be provided upon registration (approximate value $50).

SEF-8560-531 6:00PM-9:00PM T 11/20-11/27 0.6 CEUs $71.30 Staff Trans Co Campus TRCT 113

Bicycle Mechanics III
Building on the skills learned in Bicycle Mechanics I and II; this course takes you to the ultimate level of bicycle mechanic skills. Revisit wheel truing and tensioning. Learn bottom bracket overhaul, cable and housing installation, suspension technology and adjustments and bicycle fitting. Students are suggested to bring an essential toolkit to class. A supply list will be provided upon registration. Please bring your bike and tools to the first class.

SEF-8573-531 6:00PM-9:00PM T 12/4-12/11 0.6 CEUs $71.30 Staff Trans Co Campus TRCT 113

Wilderness First Aid Training
Prepare for the unexpected with this WFA course. Incorporating fast-paced, hands-on training designed to meet the needs of trip leaders, camp staff, outdoor enthusiasts and individuals working in remote locations. This course will prepare you to care for people who become ill or injured far from definitive medical care. Classroom lectures and demonstrations are combined with realistic scenarios where mock patients will challenge you to integrate your learning. At the end of the course, you will have the knowledge, skills and ability to make sound decisions in emergency situations.

SEF-8563-601 8:30AM-5:30PM SSU 10/20-10/21 1.6 CEUs $201.30 Landmark Learning Hend Co Campus CONE 122

Real Estate
To register for the courses listed below, see page 39. For information about enrolling in courses scheduled for the Henderson County Campus, contact M.C. at (828) 694-1779 or e-mail m_gaylord@blueridge.edu.

Broker Relationships & Responsibilities
Real Estate Broker required training to assist the provisional broker in meeting the 90-hour post-licensing educational requirements set forth by the North Carolina Real Estate Commission. This course gives you 30-hours of post-licensing education, which consists of high-level advanced instruction covering agency relationships and duties to principals and third parties, working with sellers and buyers. This course includes issues confronted when agents leave or change firms with the resulting licenses and education concerns. Textbook required: NC Real Estate Manual.

RLS-8702-405 8:30AM-4:30PM S 10/6-11/3 3 CEUs $125 Whitaker Hend Co Campus PATT 201

Real Estate Broker Contracts & Closing
Real Estate Broker required training to assist the provisional broker in meeting the 90-hour post-licensing educational requirements set forth by the North Carolina Real Estate Commission. This course gives you 30-hours of post-licensing education, which consists of high-level advanced instruction covering contracts and closing and will discuss license status and education issues. Textbook required: NC Real Estate Manual.

RLS-8706-405 6:00PM-10:00PM MT 10/29-11/26 3 CEUs $125 Whitaker Hend Co Campus TEDC 311

Real Estate Broker Selected Topics
Real Estate Broker required training to assist the provisional broker in meeting the 90-hour post-licensing educational requirements set forth by the North Carolina Real Estate Commission. This course gives you 30-hours of post-licensing education, which consists of high-level advanced instruction covering special topics and will discuss land use, controls, miscellaneous law issues and the sale of undeveloped land. Textbook required: NC Real Estate Manual.

RLS-8704-405 6:00PM-10:00PM MT 9/10-10/2 3 CEUs $125 Whitaker Hend Co Campus TEDC 311
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 writing 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 of 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 of buying an 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 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.

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

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**Expanding our Small Business Center Services**
Consultation services and workshops are available at the Fletcher Town Hall on Thursdays from 8 a.m. to 12 p.m.

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**Classes Offered in the Fletcher Area**
Now Offering Classes at the Fletcher Town Hall and YMCA
Art, Calligraphy, Jewelry Making, Notary Public, SHRM and more. For a list of classes visit blueridge.edu/fletcher
We Know
your potential.

Blue Ridge Community College offers more than 100 degree, diploma, and certificate credit programs to meet the workforce needs of Henderson and Transylvania Counties.

Transfer
- Associate in Arts
- Associate in Engineering
- Associate in Fine Arts
- Associate in Science

Advanced Manufacturing
- Brewing, Distillation and Fermentation
- Computer Integrated Machining
- Electronics Engineering
- Mechatronics
- Mechanical Engineering
- Welding

Arts and Sciences
- Environmental Science
- Film and Video Production
- Horticulture

Business
- Accounting
- Business Administration
- Office Administration
- Real Estate

Education
- Early Childhood Associate
- School-Age Education

Healthcare
- EKG Technician
- Healthcare Billing and Coding
- Medical Administrative Assistant
- Medication Aide
- Medical Assistant
- Nurse Aide I & II
- Nurse Aide Refresher
- Nursing
- Phlebotomy
- Surgical Technology

Information Technology
- Computer Programming and Development
- IT Support and Services
- Network Management
- Simulation and Game Development
- Web Administration and Design

Public Service
- Criminal Justice
- Emergency Management
- Emergency Medical Science
- Fire Protection
- Law Enforcement Training

Service Careers
- Community Spanish Interpreter
- Cosmetology and Esthetics
- Interpreter Education (sign language)

Transportation
- Alternative Fuels
- Automotive Systems
- Collision Repair and Refinishing
- Light Duty Diesel

Learn more at blueridge.edu

Southeastern Advanced Molding Technology Education Center

SAMTEC

SAMTEC provides quality workforce training in high-pressure die cast of aluminum parts as well as training in the production of plastic molding processes.

SAMTEC uses the expertise of instructors from several of BRCC’s premier curriculum programs—mechatronics, machining, welding, and engineering technology. We currently offer training through our customized training program with plans to develop a full associate degree program in molding technology.

Learn more at blueridge.edu/samtec
Personal Enrichment

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 39. For information, contact Paula at (828) 694-1742 or e-mail pe_wynn@blueridge.edu for the Henderson County Campus or Cecile at (828) 883-2520 or e-mail ceciled@blueridge.edu for the Transylvania County Campus.

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. The goal is to create your own learning style and have a better understanding of how to grow as an artist. Just bring 4B/6B drawing pencils, vine charcoal (art supply), kneaded eraser and medium-sized sketch pad to your first class.
CSP-8153-800  1:00PM-4:00PM  M  8/20-10/15
$60  Orselli  Hend Co Campus GEN 137

Calligraphy in the Italic Style
Learn the traditional Italic style of calligraphy also known as the “go to” hand of broad edge calligraphers. You will begin with pencil drills to learn the essential characteristics of this elegant hand. Markers will be used for letters. Finished projects will help encourage you to practice at home for better personal results. Approximate cost of supplies is $25 with details to be discussed during the first session.
CSP-8376-401  10:00AM-12:00PM  T  10/16-11/6
$55  Langsdorf  Hend Co Campus TEDC 213

Copperplate Calligraphy
Enjoy this introductory class in the art of pointed pen, shaded script calligraphy. We will look at the English Roundhand, copperplate and modern variations. This class will give students practice with the special tool which uses an oblique handle and a flexible, steel nib. Supplies will be discussed at first session. Approximate cost of supplies is $45.
CSP-8595-501  10:00AM-12:00PM  T  9/4-10/9
$65  Langsdorf  Hend Co Campus TEDC 213

Illuminated Manuscript Lettering
Learn the six dominant periods of illuminated lettering from the 6th Century to the 16th Century and choose your favorite style to use throughout the class. Illuminated lettering can be used as an art form on many surfaces such as t-shirts, mugs, greeting cards, wall art and other gift items. Make your favorite quotes or verses come to life with illuminated letters using a step by step approach using color and 23kt gold leaf. This class requires no previous art training and is open to all levels.
CSP-8664-401  1:00PM-3:30PM  T  9/4-10/9
$68  Tickle  Hend Co Campus TEDC 236

Save the Date: October 5, 2018
26th Annual Arida Arts Symposium

featuring

Watercolor Painter
Ann Vasilik

Visit blueridge.edu/aridaarts for more information.
Intermediate Calligraphy
Explore more advanced calligraphy techniques and styles such as Old English Gothic, Irish Uncials, italic and more in this class for those who have a basic knowledge of calligraphy. In addition to new techniques, you will also learn how to use color and gold leaf for initial letters. As you develop these new skills, you will be able to impress family and friends with handcrafted holiday greeting cards and invitations. A supply list will be available at the first meeting.

CSP-8692-501 1:00PM-3:30PM  M  10/29-12/10
$65  Tickle  Hend Co Campus TEDC 236

Intermediate Drawing
Continue building on the skills learned in Beginning Drawing, you will approach more complex subject matter, and use different combinations of materials. This is an excellent refresher course before moving into advanced drawing classes. Just bring 4B/6B drawing pencils and others, vine charcoal, kneaded eraser, medium-sized sketchpad, your choice of color media i.e.: medium quality oil pastels or sticks, good quality color pencils/markers. Please do not bring soft, dry pastels for this class.

CSP-8189-401 1:00PM-4:00PM  W  9/5-10/10
$65  Orselli  Hend Co Campus GENS 137A

Intermediate Pastel Painting
This course will move you beyond the Pastel Painting course. You will be encouraged to push the limits to achieve exciting pastel painting knowledge. Drawing skills, creating effective color relationships and strong design will be focused on in greater detail. Wet underpaintings with sanded pastel paper will be taught. Learn to offer your own unique perspective to your work.

CSP-8698-803 1:00PM-4:00PM  W  10/17-11/28
$75  Kies  HC Athletics/Activities Ctr 101

Learning and Loving Watercolor
Develop your watercolor painting skills as we cover the basics of watercolor techniques including washes, bleeds, gradations and masking. Learn the proper use of brushes, water and pigment with an emphasis on mixing your own colors. Experiment with a variety of effects, working realistically and abstractly. A supply list will be provided when you register.

CSP-8033-800 1:00PM-4:00PM  W  9/12-10/17
$70  Hughes  HC Athletics/Activities Ctr 106
CSP-8033-801 1:00PM-4:00PM  W  10/24-12/5
$70  Hughes  HC Athletics/Activities Ctr 106
CSP-8033-521 2:15PM-5:15PM  M  10/29-12/10
$70  Grissom  Trans Co Campus TRCS 147

Pastel Painting
Enjoy learning the creative powers of pastel. You will learn to translate what you see into what you paint, through palette selection, use of certain materials, picking correct values (colors), composition, plus blending and layering of color. We will build on different stages, starting with sketching and drawing, blocking in and building up, leading to a successful painting. A supply list will be provided upon registration.

CSP-8657-421 1:00PM-4:00PM  M  10/15-11/19
$70  Kies  HC Athletics/Activities Ctr 106
CSP-8657-521 10:00AM-1:00PM  F  10/19-11/30
$70  Kies  Trans Co Campus TRCS 147

Pencil, Perspective & Drawing NEW!
Learn a unique approach in how to draw. Starting with the pencil, you will gain an understanding of the full range of pencils, values, and marks. You will explore an in-depth lesson of 1 & 2 point perspective, the elusive magic of foreshortening and how you pull it all together. This very structured drawing class will allow you to gain confidence in learning to draw what you see while gaining a full appreciation and understanding of how to use these tools in your drawings.

CSP-8709-401 1:00PM-3:00PM  TH  10/25-11/15
$60  Hughes  HC Athletics/Activities Ctr 106

People Drawing People NEW!
Students draw each other and learn about the facial structure and capturing emotional expressions. The focus will be on the face and head. No stress just fun focused on looking closely and seeing beyond the skin into the essence. Proportions of the face, quick sketches and longer studies along with taking good photos to work from will be considered. Prerequisite: Beginning drawing or some drawing experience.

CSP-8720-401 1:00PM-4:00PM  M  10/22-12/3
$65  Orselli  Hend Co Campus GENS 137

Round Hand Calligraphy
Learn the classic ‘Round Hand’ or ‘Foundation Hand’ style of calligraphy along with correct approaches to spacing and layout. Once learned, the Round Hand can be used alone or easily adapted into many other styles, hence the term foundation. This class is a great introduction to calligraphy and should be taken prior to the advanced course where other styles are studied. In this class, you will produce a finished piece such as a poem or favorite quotation including color, if desired.

CSP-8665-401 1:00PM-3:30PM  M  9/10-10/15
$65  Tickle  Hend Co Campus TEDC 236
Sketching without Fear
Learn to draw what you see around you every day. In this class, you will be introduced to the pure joy of sketching the world from your unique perspective. Class will begin with exercises that teach you how to be observant, non-judgmental and able to start drawing right away. Bring a pencil, eraser and sketch pad to your first class. All levels are welcomed.
CSP-8636-800 1:00PM-3:00PM TH 9/13-10/18
$60 Hughes HC Athletics/Activities Ctr 106

Understanding Color
Gain an introduction to Color Theory and how to use color more effectively. You will develop an understanding of basic terminology and the relationships between color combinations. Experiment with mixing colors through artistic and design applications. A supply list will be provided upon registration.
CSP-8704-421 12:30PM-2:00PM M 9/17-11/5
$60 Grissom Trans Co Campus TRCS 147

Computers
Fun with iPhone and iPad Apps NEW!
Advance your knowledge of Apps that come on your iPhone and iPad and the many others that are available for download. You will review some of the millions that cover topics including health, security, games, and so many other topics. Bring your iPhone or iPad to class and be sure to know your Apple ID and password. If you have forgotten either we’ll also cover how to discover your Apple ID or reset your password. A basic working knowledge of your Apple device is also required.
CSP-8716-531 4:00PM-6:00PM W 10/3-11/7
$75 Kaczmarek Trans Co Campus TRCS 140
CSP-8716-401 10:00AM-12:00PM TH 10/25-12/6
$75 Kaczmarek Hend Co Campus TEDC 213

iPhone 101: Getting Started
Get to know and use your new Apple iPhone. (Getting started with your brand new iPhone can be a challenge so this class takes learning slowly and patiently.) You will learn the basics to get you up and running with your iPhone including such topics as placing and receiving phone calls and text messages, taking pictures, understanding the AppleID (iCloud) and installing apps. Text for this class will be the online Apple iPhone User Guide
CSP-8687-401 10:00AM-12:00PM T 9/4-9/25
$60 Kaczmarek Hend Co Campus TEDC 213
CSP-8687-421 10:00AM-12:00PM W 9/5-9/26
$60 Kaczmarek Trans Co Campus TRCS 140

iPhone/iPad 201: Beyond the Basics
Take your understanding of the Apple iPhone and iPad to the next level. After taking either the iPhone 101 or iPad 101 course you have gained some experience with your new Apple device and now it is time to explore more of the installed apps. Learn to use the organizational features like Mail, Contacts, Calendars, Notes and Reminders to keep you on task and up to date in your busy life. Manage your photos in the Photos App. Discover how to listen to music or a podcast, watch a movie or read a good book right from your iPhone or iPad. Finally learn how to synchronize all your Apple devices together by using Apple iCloud. The text for this class will be the online Apple User Guide. Prerequisite: iPhone 101, iPad 101 or equivalent experience.
CSP-8688-501 10:00AM-12:00PM T 10/2-11/27
$70 Kaczmarek Hend Co Campus TEDC 119
CSP-8688-521 10:00AM-12:00PM W 10/3-11/28
$70 Kaczmarek Trans Co Campus TRCS 140

iPad 101: Getting Started
Get to know and use your new Apple iPad. (Getting started with your brand new iPad can be a challenge so this class takes learning slowly and patiently.) You will learn the basics to get you up and running including such topics as sending and receiving emails and text messages, surfing the Web, taking pictures, understanding your AppleID (iCloud) and installing apps. Text for this class will be the online Apple User Guide
CSP-8700-401 6:00PM-8:00PM TH 10/4-11/29
$75 Kaczmarek Hend Co Campus TEDC 213
Learn to Use your iPhone/iPad for Photo
Taking, editing and storing your photos from an iPhone or iPad is easy once you know the basics. Learn to take better photographs, enhance them in the Apple® Photos app and store them in iCloud for use across all your mobile devices and MAC or PC computers. Whether you are a seasoned photography pro or a new iPhone/iPad user, you will find this class an enlightening and fun way to create perfect pictures for use in business or personal situations. Bring your own devices with you to class.
CSP-8621-401 1:00PM-3:00PM T 10/2-11/27
$70 Kaczmarek Hend Co Campus TEDC 119
CSP-8621-521 1:00PM-3:00PM W 10/3-11/28
$70 Kaczmarek Trans Co Campus TRCS 140

Smart Home Basics: Getting Started NEW!
Interested in making your home a Smart Home. Knowing where to start and choosing from among the many products available today can be intimidating. In this course, we will cover the first steps you need to consider in this fun journey, the possibilities in Smart Home technologies, and what requirements you should look for before buying. No special skills or equipment is required in this course, just an interest to learn.
CSP-8722-401 1:00PM-3:00PM M 11/5-12/3
$55 Kaczmarek Hend Co Campus TEDC 102

Craft

Christmas Decorations NEW!
Add to the joy of Christmas while learning to decorate this season with your own handmade decorations. You will make a leather pattern for your tree, another out of wood requiring paint, and if time permits, even more. Become creative making those special decorations out of leather, wood and beads. Registration fee includes the cost of materials.
CSP-8711-521 1:00PM-4:00PM W 10/24-10/24
$52.30 Dixon Trans Co Campus TRCS 147
CSP-8711-531 5:00PM-8:00PM TH 10/25-10/25
$52.30 Dixon Trans Co Campus TRCT 220

Digital Scrapbooking for Beginners NEW!
Save your memories! Digital scrapbooking allows you to save precious information in a more secure way and makes sharing those memories with others easier. You will learn how to use Photoshop Elements® to edit images, create simple templates, use digi-kits, and retouch old photos. We will cover clone stamping, adding text, and other tips and tricks. You’ll also learn about working with brushes and textures to create your own papers and backgrounds. Students may bring a laptop computer with Adobe Photoshop Elements® (version 12 or higher) and a selection of digital images to work with. A limited number of computers (with Elements version 11) will be available for students to use during class.
CSP-8712-421 10:30AM-12:30PM W 10/3-10/31
$60 King Trans Co Campus TRCT 218

Making Wired-Wrapped Rings
Learn how to construct finger rings out of sterling silver and/or 14kt gold-filled wire or wire with crystals or gemstones. One, two or three rings will be made, depending on ability and time. Off-campus location, please see page 37 for address.
CSP-8706-800 2:00PM-5:00PM M 10/22-10/29
$66.30 Fidelman Fletcher Town Hall

Rubber Stamping Techniques
Gain a better understanding of rubber stamping techniques. This course will cover advanced embossing, card folds and coloring techniques all of which are important in taking the art of stamping to the next level. In this class, you will complete nine cards, a gift bag, a gift tag and a gift box. Registration fee includes the cost of materials. Off-campus location, please see page 37 for address.
CSP-8569-800 6:30PM-8:00PM T 10/2-10/23
$63 Caroll HC Athletics/Activities Ctr 101

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
CSP-8119-421 9:00AM-12:00PM M 8/20-10/15
$81.30 Danis-Stys Trans Co Campus TRCS 147
CSP-8119-422 9:00AM-12:00PM W 8/22-10/10
$81.30 Danis-Stys Trans Co Campus TRCS 147
CSP-8119-522 9:00AM-12:00PM W 10/17-12/12
$81.30 Danis-Stys Trans Co Campus TRCS 147
CSP-8119-521 9:00AM-12:30PM M 10/22-10/10
$81.30 Danis-Stys Trans Co Campus TRCS 147

Wire Wrapping Jewelry Making
Learn to make your own professional looking jewelry. Experience the art of wire-wrapping through the construction of a copper bangle bracelet with a clasp. No experience is necessary, but good eyesight or a close work magnifier or glasses is necessary. The cost of materials is included in the registration fee. Off-campus location, please see page 37 for address.
CSP-8552-800 2:00PM-5:00PM M 9/17-9/24
$66.30 Fidelman Fletcher Town Hall

Wire Wrapping Pendant Jewelry
Learn to make your own professional silver wire and gemstone pendant. Experience the art of wire-wrapping through the construction of a beautiful gemstone pendant. No experience is necessary, but good eyesight or a close work magnifier or glasses is necessary. Approximate cost of supplies $25. Off-campus location, please see page 37 for address.
CSP-8599-800 2:00PM-5:00PM M 11/19-11/26
$56.30 Fidelman Fletcher Town Hall
**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. A supply list and an icing recipe needed for the first class will be provided upon registration. Off-campus location, please see page 37 for address.

CSP-8022-800 6:00PM-8:30PM T 9/4-10/9
$60 Ruff HC Athletics/Activities Ctr 201

**Dance**

**Basic Beginner Ballroom Dancing**
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.

CSP-8012-411 8:15PM-9:15PM M 9/10-11/5
$66.30 McFalls Hend Co Campus INDS 134

**Basic Beginners Shag Dance**
Enjoy this fun-filled course for couples and singles who like the shag music from the sixties, while benefiting from great exercise! Learn rhythmic timing with a six-count basic shag step and simple turns. Have fun while learning the basics, male and female turns, social dance steps and lead/follow steps.

CSP-8679-431 6:00PM-8:00PM TH 8/30-10/4
$61.30 Bryson Trans Co Campus TRCS 147

**Beginners Shag Dance I**
Enjoy this fun-filled course for couples and singles who know the basic shag steps, female and male turns, the basic start and would like to learn more social dance steps to the shag music of the sixties. Learn lead and follow steps like the chase, the belly roll, the closed position and some basic variations to enhance your dance. Basic Beginners Shag Dance class not required but suggested prior to taking this class.

CSP-8680-531 6:00PM-8:00PM TH 10/25-12/6
$61.30 Bryson Trans Co Campus TRCS 147

**Line Dancing**
Here is a fun way for you to exercise, reduce stress, increase energy and muscle tone, and you do not need a partner. The first few weeks will include a repetitive approach to learning basic line dance steps and simple routines. Class sessions will review and gradually introduce new, faster, and more difficult steps and routines that will move you to a more advanced level. Classes will be dancing country and rock and roll music. Flat leather soled shoes are recommended.

CSP-8101-411 6:00PM-8:00PM M 9/10-11/5
$66.30 McFalls Hend Co Campus INDS 134

**Intermediate/Advanced Line Dancing**
Learn line dances that are more challenging. This class is for those who have taken line dance before and want to advance in knowledge and skill. This class is at a faster pace and is not recommended to beginners.

CSP-8699-411 6:00PM-8:00PM T 9/11-11/6
$66.30 McFalls Hend Co Campus INDS 134

**Health & Exercise**

**Better Boomers Fitness NEW!**
In this course aimed at adults 45+, you will learn to move beyond the ideas of competitive and cosmetic fitness to the more adult goals of functional and maintainable fitness with the primary goal of discovering interesting and sustainable practice for your golden years.

CSP-8708-511 4:00PM-5:00PM TTH 9/11-10/18
$56.30 Moreno Hend Co Campus PKHL 101

**Qigong for Health and Wellness**
Qigong is an ancient Chinese practice with wonderful health benefits. With slow, graceful movements, visualization and breathing allows you to connect with your body and become conscious of your Qi (life force energy). Learn a classic form called Eight Piece Brocade and meditations. Qigong can be done by anyone regardless of age or health. Off-campus location, please see page 37 for address.

CSP-8549-411 4:00PM-5:00PM W 9/12-10/17
$56.30 Moreno Hend Co Campus PKHL 101

**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 a 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.

CSP-8288-431 6:00PM-8:00PM MW 9/17-9/26
$56.30 Gale Trans Co Campus TRCS 147

Check out upcoming campus events at blueridge.edu/upcoming-events
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, non-competitive 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.

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<tr>
<th>Course Code</th>
<th>Time</th>
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<th>Dates</th>
<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>CSP-8407-411</td>
<td>5:45PM-6:45PM</td>
<td>T</td>
<td>8/21-10/9</td>
<td>McDorman</td>
<td>Hend Co Campus PAT T 150</td>
</tr>
<tr>
<td>CSP-8407-413</td>
<td>5:45PM-6:45PM</td>
<td>W</td>
<td>8/29-10/17</td>
<td>McDorman</td>
<td>Hend Co Campus PAT 150</td>
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<tr>
<td>CSP-8407-421</td>
<td>9:30AM-10:30AM</td>
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<td>9/10-10/29</td>
<td>Coffey</td>
<td>Trans Co Campus TRCS 149</td>
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<tr>
<td>CSP-8407-412</td>
<td>5:45PM-6:45PM</td>
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<td>10/16-12/4</td>
<td>McDorman</td>
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<tr>
<td>CSP-8407-431</td>
<td>5:45PM-6:45PM</td>
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<td>10/24-12/12</td>
<td>McDorman</td>
<td>Hend Co Campus PAT 150</td>
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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.

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<tr>
<td>CSP-8476-421</td>
<td>10:00AM-12:00PM</td>
<td>T</td>
<td>9/11-10/16</td>
<td>McCall-Dickson</td>
<td>Trans Co Campus TRCS 114</td>
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</table>

Transylvania County History & Heritage
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.

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<tr>
<th>Course Code</th>
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<th>Day</th>
<th>Dates</th>
<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>CSP-8562-421</td>
<td>10:00AM-12:00PM</td>
<td>TH</td>
<td>9/13-10/18</td>
<td>McCall-Dickson</td>
<td>Trans Co Campus TRCS 114</td>
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</table>

U.S. Constitutional Law
Examine the origins of our Constitution from the beginning British legacy to passage of the Articles of Confederation to the monumental Constitutional Convention of 1787. Early famous landmark cases will be discussed, along with the Supreme Court procedures that continue to shape our daily lives today.

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<tr>
<th>Course Code</th>
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<th>Day</th>
<th>Dates</th>
<th>Instructor</th>
<th>Room</th>
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<tr>
<td>CSP-8684-421</td>
<td>1:00PM-3:00PM</td>
<td>T</td>
<td>9/18-11/6</td>
<td>Kale</td>
<td>Trans Co Campus TRCS 140</td>
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</table>

French for Beginners I
This is an introductory course for persons wanting to begin the study of French. Learn to acquire the basic skills necessary to listen, speak, read, write and understand French. Emphasis will be on developing conversational skills. Please bring a notebook to first class.

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<tr>
<th>Course Code</th>
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<th>Day</th>
<th>Dates</th>
<th>Instructor</th>
<th>Room</th>
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</thead>
<tbody>
<tr>
<td>CSP-8070-401</td>
<td>11:00AM-1:00PM</td>
<td>W</td>
<td>8/15-10/3</td>
<td>Walters</td>
<td>Hend Co Campus GENS 109</td>
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</tbody>
</table>

French for Beginners II
This course is for persons who have completed French for Beginners I or equivalent and wants to improve their language skills. Please bring a notebook to first class.

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<tr>
<th>Course Code</th>
<th>Time</th>
<th>Day</th>
<th>Dates</th>
<th>Instructor</th>
<th>Room</th>
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<tbody>
<tr>
<td>CSP-8070-501</td>
<td>11:00AM-1:00PM</td>
<td>W</td>
<td>10/10-12/5</td>
<td>Walters</td>
<td>CEUs</td>
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</tbody>
</table>
**Literature**

**Modern Short Stories**

Carry on a conversation with the authors of some of the best American short stories. Great short stories are delightfully fascinating. Reading them increases our understanding of ourselves and our world. Discussing these works allows us to appreciate them as great literature and observe how they illuminate the human condition. A list of short stories to be discussed will be emailed to the students from the instructor.

CSP-8604-421 1:00PM-3:00PM T 9/18-11/6
$65  King Trans Co Campus TRCS 114

**Motorcycle Training**

**Motorcycle Basic Rider**

Learn the skills you need to operate a motorcycle safely in traffic, including the location and operation of your motorcycle’s 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 and must be used in this course.

CSP-8019-601 6:00PM-10:00PM F 8/17-8/19
8:00AM-5:00PM Staff SSU Hend Co Campus GENS 105
$190

CSP-8019-602 6:00PM-10:00PM F 9/14-9/16
8:00AM-5:00PM Staff SSU Hend Co Campus GENS 105
$190

CSP-8019-603 6:00PM-10:00PM F 9/28-9/30
8:00AM-5:00PM Staff SSU Hend Co Campus GENS 105
$190

CSP-8019-604 6:00PM-10:00PM F 10/5-10/7
8:00AM-5:00PM Staff SSU Hend Co Campus GENS 105
$190

CSP-8019-605 6:00PM-10:00PM F 10/19-10/21
8:00AM-5:00PM Staff SSU Hend Co Campus GENS 105
$190

CSP-8019-606 6:00PM-10:00PM F 10/26-10/28
8:00AM-5:00PM Staff SSU Hend Co Campus GENS 105
$190

CSP-8019-607 6:00PM-10:00PM F 11/2-11/4
8:00AM-5:00PM Staff SSU Hend Co Campus GENS 105
$190

**Music**

**Guitar for Beginners**

Learn and enjoy the basic skills in guitar technique and music fundamentals through a diverse repertoire that includes popular, folk, and country styles. The class is designed for the beginning student and it is not necessary to have any previous music experience. You will need to bring a six-string acoustic guitar (can be nylon or steel strings) and music manuscript paper (staff paper) to each class session. Students will have opportunities to recommend songs of interest for the class to learn.

CSP-8697-411 6:00PM-7:30PM W 8/15-10/3
$60  Walters Hend Co Campus GENS 115

CSP-8697-421 1:00PM-2:30PM M 9/10-10/29
$60  Zvengrowski Trans Co Campus TRCS 149

**Intro to the Native American Flute**

Learn to play the Native American Flute at the beginner level. In addition to technique, topics include design, variations and tunings. You will learn scale, modes, fingerling and breathing/tongue techniques to become proficient at playing music with this historical and beautiful instrument. Flute and Text book can be purchased at bookstore.

CSP-8614-411 6:00PM-7:00PM M 8/20-10/15
$55  McDaniel Hend Co Campus CON E 122

CSP-8614-421 6:00PM-7:00PM M 8/20-10/15
$55  McDaniel Hend Co Campus CON E 122

CSP-8721-421 3:00PM-4:30PM M 9/10-11/5
$65  Zvengrowski Trans Co Campus TRCS 149

**Keyboard Techniques for Beginners NEW!**

Learn and enjoy the basic skills in keyboard (piano) technique and music fundamentals. The class is designed for the beginning student with or without previous music experience. You will need to bring a portable keyboard that contains or can be connected to a sound system to each class session. Students will study a wide range of music that includes classical, folk, country, and popular styles. You will learn fundamental chord progressions and melodic patterns that will enable you to play melodies and accompaniments to a diverse repertoire of music. In addition, students will have opportunities to recommend songs of interest for the class to learn.

CSP-8721-421 3:00PM-4:30PM M 9/10-11/5
$65  Zvengrowski Trans Co Campus TRCS 149
### Photography

**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.

- **CSP-8462-411** 4:00PM-6:00PM W 8/15-8/29
  - $61.30  St. Romain  Hend Co Campus GENS 132
- **CSP-8462-421** 10:30AM-12:30PM W 8/15-8/29
  - $61.30  St. Romain  Trans Co Campus TRCT 223

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### 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.

- **CSP-8109-421** 10:30AM-12:30PM W 8/19-10/24
  - $61.30  St. Romain  Trans Co Campus TRCT 223
- **CSP-8109-511** 4:00PM-6:00PM W 8/19-10/24
  - $66.30  St. Romain  Hend Co Campus GENS 132

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### Intro to Macro Photography
Macro photography allows the photographer to explore familiar objects in new ways. If you want to get “up close and personal” to your photography subject, then macro photography might be for you. In this three-week workshop, we will define macro photography, review the equipment required for this art form, learn how to find, set up and photograph subject matter and post-process our images using Adobe Lightroom®. You will need to bring the following equipment to class: DSLR camera, tripod and computer with Adobe Lightroom® (version 4 or higher, or Creative Cloud). Optional equipment: macro lens and remote/shutter release.

- **CSP-8689-421** 9:30AM-12:30PM F 9/21-10/5
  - $60  King  Trans Co Campus TR CT 206

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### Intro to Digital Photography
Develop an understanding of digital photography and the skills to make successful images regardless if you own a point-and-shoot or a high-end, DSLR camera. You will begin with basic camera functions and then explore the relationship between shutter speed, aperture and exposure. Hands-on demonstrations and a variety of assignments will help you develop your own photographic style. Bring your camera. DSLR with manual settings preferable, but not required.

- **CSP-8652-421** 10:30AM-12:30PM M 9/10-10/29
  - $66.30  King  Trans Co Campus TRCS 140

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### Outdoor Photography Workshop II
Learn techniques and improve your photographic competency in this Level II study of digital photography. For those who have completed Introduction to Digital Photography, or are comfortable using a DSLR in Manual mode, this class is for you. Hands-on demonstration and a variety of assignments will help to further develop your photographic style. Bring a DSLR camera with manual settings to class.

- **CSP-8668-521** 10:30AM-12:30PM M 11/5-12/5
  - $55  King  Trans Co Campus TRCS 140

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### Pottery

**Exploring Clay**
Learn how to express your creative visions through working with clay. Whether your skills are at the beginner, intermediate, or advanced level, this course offers tips and techniques to help you develop your skills. Small classes allow time for individual as well as group instruction. From the basics of throwing, hand-building, glaze application and firing to refining skills and learning new techniques, classes are designed to meet the needs of students at varying skill levels. Clay and tools are available at the BRCC Bookstore.

- **CSP-8062-401** 9:00AM-12:00PM T 8/21-10/9
  - $136.30  Kirby  Hend Co Campus MCMA 102
- **CSP-8062-411** 6:00PM-9:00PM W 8/22-10/10
  - $136.30  Kirby  Hend Co Campus MCMA 102
- **CSP-8062-501** 9:00AM-12:00PM T 10/16-12/11
  - $136.30  Kirby  Hend Co Campus MCMA 102
- **CSP-8062-511** 6:00PM-9:00PM W 10/17-12/12
  - $136.30  Kirby  Hend Co Campus MCMA 102

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### Intermediate Pottery
Take your pottery skills to the next level. If you have some experience with clay, either hand building or potter’s wheel, this course is for you. Guidance and instruction will be provided at your skill level and class time will allow for independent work or structured assignments based on your interest. Clay is available for purchase at the bookstore. Tools must be provided by the student.

- **CSP-8170-411** 6:00PM-9:00PM M 8/13-10/8
  - $136.30  Kirby  Hend Co Campus MCMA 102
- **CSP-8170-412** 6:00PM-9:00PM TH 8/16-10/4
  - $136.30  Kirby  Hend Co Campus MCMA 102
- **CSP-8170-401** 9:00AM-12:00PM M 8/13-10/8
  - $136.30  Kirby  Hend Co Campus MCMA 102
- **CSP-8170-501** 9:00AM-12:00PM M 10/15-12/10
  - $136.30  Kirby  Hend Co Campus MCMA 102
Special Interest

Dog Behavior 101
Explore the basics of dog behavior and how to understand your pup. It will include: how to read canine body language, how to help your fearful or anxious dog and addressing common dog behavior problems to name a few of what you will learn in this class.
CSP-8647-411 6:30PM-8:00PM  W  9/26-10/31
$55  Dobson  Hend Co Campus GENS 137

Dog Behavior 102 NEW!
Continue your in-depth look at dog behavior, which will include how and why to bond with your dog, what dogs want and need and the importance of your own beliefs and attitudes. You will need to have taken dog behavior 101 or a solid experimental understanding of dog behavior.
CSP-8713-511 6:30PM-8:30PM  T  10/23-11/27
$55  Dobson  Hend Co Campus GENS 137

Leather Moccasins
Learn how to make a unique gift for that certain someone by handcrafting a pair of soft sole leather moccasins. This one day class will take you from tracing the pattern on leather, cutting them out, punching the sewing holes and then sewing your materials together. Once construction is complete, you can decorate your moccasins any way you desire. Registration fee includes the cost of materials used during class.
CSP-8690-521 1:00PM-3:00PM  W  10/31-11/7
$68.30  Dixon  Trans Co Campus TRCS 147
CSP-8690-531 5:30PM-7:30PM  T  10/30-11/6
$68.30  Dixon  Trans Co Campus TRCS 147

NC Concealed Carry Handgun Training NEW!
Learn the legal issues around a concealed carry permit, handgun safety and proper storage, different types of handguns, how to properly clean and maintain a handgun and so much more in the NC Concealed Carry Handgun (CCH) NCDOJ Standard Course. The registration fee includes the State DOJ CCH Training guide and other materials needed for this class. No guns or live ammunition will be allowed on campus for this course.
CSP-8717-411 6:00PM-10:00PM  MT  8/27-8/28
$100  Dessenberger  Hend Co Campus CONE 122
CSP-8717-412 6:00PM-10:00PM  MT  9/24-9/25
$100  Dessenberger  Hend Co Campus CONE 122
CSP-8717-511 6:00PM-10:00PM  MT  10/22-10/23
$100  Dessenberger  Hend Co Campus CONE 122
CSP-8717-512 6:00PM-10:00PM  MT  12/10-12/11
$100  Dessenberger  Hend Co Campus CONE 122

News Writing 101 NEW!
Learn some tips to be a coherent writer and reporter. You will also learn how news is reported. Social media has made everyone a news writer- but it comes with a caveat: if you write news, you must be accurate, trustful, etc.
CSP-8718-411 5:00PM-6:30PM  T  8/21-10/23
$55  Bradley  Hend Co Campus TEDC 221

Put Your Phone Down: Write Letters NEW!
Learn the descriptive art of letter writing. In today’s world of short, clipped and impersonal texts and tweets, there is room for the highly personal and expansive letter. Think of it as a throwback technology: letters can be expansive, expressive and thoughtful.
CSP-8719-401 1:00PM-2:30PM  TH  8/23-10/11
$55  Bradley  Hend Co Campus TEDC 221

Self-Publishing for Fun and Profit
Learn to turn your personal written and/or photographic work into a professional looking book and ebook available for sale. This class will help both the creative and editing process as well as address the steps necessary to self-publish your masterpiece. If you already have your transcript prepared or just thinking about undertaking the process, this class is for you.
CSP-8573-401 9:00AM-11:00AM  W  10/24-11/14
$60  Gilbert  Hend Co Campus CONE 122

What House Style Is That?
Learn to identify elements of popular architectural building styles seen on America’s and Western North Carolina’s streets and place the buildings in the proper historical era.
CSP-8705-401 9:00AM-12:00AM  T  10/30-10/30
$30  Gilbert  Hend Co Campus GENS 109
CSP-8705-411 6:00PM-9:00PM  TH  11/8-11/8
$30  Gilbert  Hend Co Campus GENS 137A

Blue Ridge Center for Lifelong Learning

Would you like to experience fascinating programs, interesting courses and EdVenture trips? Do you enjoy meeting adults from diverse backgrounds who share a common interest in learning? Become a member of the Blue Ridge Center for Lifelong Learning at Blue Ridge Community College. A lifetime membership of $70 will entitle you to special course catalogs three times a year, discounted classes and trips, and yearly social events. Sign up today!

STRENGTHEN YOUR MIND, EXPAND YOUR KNOWLEDGE, AND WIDE YOUR HORIZONS.

Contact: Terri Wallace at (828) 694-1740 or tk_wallace@blueridge.edu
For more information visit our website at brcll.com.
Improve your Academic Skills
Prepare for College
Earn your High School Equivalency Diploma
We offer a variety of days, times and locations for your convenience! We have helpful, caring instructors!

Learn to Speak and Understand English
Aprende a Hablar y Comprender Inglés

• Classes in the day and evening
  Clases por la mañana y por la noche

• Trained and caring instructors
  Maestros capacitados y atentos

• Free of Charge
  Sin Costo

• Please call Jennifer Jolly at 694-1763.
  Llame, por favor, a la Jennifer Jolly al telefono # 694-1763. Se habla español.
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.

Registration fees are indicated in the course listing and are subject to change. Students are responsible for buying supplies and materials as necessary. Books are usually available through the College Bookstore.

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.

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
Fletcher Town Hall
300 Old Cane Creek Rd.
Fletcher, NC 28732

HC Chamber of Commerce
204 Kanuga Road
Hendersonville, NC 28739

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

The Refined Pup
3754 Brevard Road
Horse Shoe, NC 28742
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 - New Improved Online Registration

Registering online utilizes a program called Instant Enrollment. 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 blueridge.edu > ceregister (Then click Register Online)
This will allow you to search, register and pay for your classes all in one easy process. If you have questions about registering online, please call (828) 694-1735 or (828) 694-1737.

Walk-In

Walk-in Registration Day is August 15 from 8 a.m. to 5 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.
  Friday from 8 a.m. to 4:30 p.m.
  A drop box is also available to drop registration forms off any time near 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.
  Friday from 8 a.m. to 4:30 p.m.
Continuing Education Registration

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

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<th>Information on race and sex is voluntary and will not be used for admissions process.</th>
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<tr>
<td>Print Name (Last, First, Middle Initial)</td>
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<td>Mailing Address</td>
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Due to North Carolina legislative changes the senior waiver has been eliminated.

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>
<th>Date(s)</th>
<th>Course Title</th>
<th>Day(s)</th>
<th>Time</th>
<th>Registration Fee</th>
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<td>Registration Fees ONLY – No textbook/materials cost should be included</td>
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<td>Total $ __________________________</td>
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Do you need a receipt mailed to you? □ Yes □ No

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.

Card # ____________ - ____________ - ____________ - ____________ - ____________ - ____________

Expiration Date: ____________ CSC: __ __

Card Holder Name: __________________________________________

Signature: __________________________________________

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
Blue Ridge Community College
http://www.blueridge.edu
Blue Ridge Community College (BRCC) is making an impact in Henderson and Transylvania Counties by offering scholarships to ensure those who want to pursue a college education can do so without financial burden.

**CAMPAIGN GOAL**
The Board of Directors for the Educational Foundation seeks to raise $2 million for the College by June 30, 2019.

$372,214 given in scholarships to students in 2017...and we want to do more.

**THIS CAMPAIGN WILL PROVIDE:**

$500,000 in new scholarships to 500 high school graduates from Henderson and Transylvania Counties*.

*Class of 2019

Many of BRCC students take advantage of scholarships offered through the College's Educational Foundation or receive assistance from grants and loans in order to pay for their education.
OBSTACLES AND OPPORTUNITIES in the life of a student.

Unexpected obstacles, like transportation or childcare needs, have the potential to derail a student from ultimately completing their academic goals. We want to ensure success by providing resources through Foundation funding that allow faculty and staff to seize opportunities which offer exceptional value to our students – opportunities and needs that exist outside the classroom, yet enrich the overall experience.

STUDENT SUCCESS INITIATIVES that lack state funding, yet can boost overall success.

Innovative technologies like a campus-wide mass notification system can boost student success and result in lasting change for the College. One of several student success initiatives is our recently purchased texting alert mobile application; allowing for rapid updates to our student population during weather and emergency incidents as well as sending important student reminders. This would have remained unfunded without Foundation support due to a tight state budget. Foundation funding is essential to assist with more student success initiatives.

EMERGING PROGRAMS that require assistance with start-up funds.

The College has been fortunate to have collaborated with corporate and community partners to create innovative programs and training opportunities like SAMTEC and the brewing program. However, many of these emerging programs require additional start-up funds to ensure sustainability. The Foundation is able to play an integral role in taking the program through concept to completion by paying for those additional costs.

OUR IMPACT:

With contributions from donors like you, the Foundation is able to support innovation and collaboration at Blue Ridge Community College. Together, we’re creating impact throughout our community.
PAY IT FORWARD ENDOWMENT

In 2006, long time Blue Ridge supporter Ellen Perstein provided an initial gift to establish the Pay It Forward Endowed Chair Fund. In 2013, the College named Sharon Suess the first Pay It Forward Endowed Chair recipient. Sharon, an engineer herself, leads the advanced manufacturing and engineering programs at BRCC.

Please join us in supporting endowed chair positions, ensuring continued success for our emerging programs at BRCC.

Chartered in 1969, Blue Ridge Community College is a two-year, comprehensive, post-secondary institution located in Henderson and Transylvania Counties. It is one of 58 public institutions within the North Carolina Community College System and offers more than 100 programs of study; awarding associate degrees, diplomas, and certificates to its graduates. BRCC also offers college transfer courses as well as articulation agreements with North Carolina colleges and universities for those students who want to start their college education close to home and then transfer to a four-year university. Finally, BRCC provides one of the largest Continuing Education programs in the state and a robust customized training program for regional employers.

Blue Ridge Community College Educational Foundation is a nonprofit organization that provides financial assistance to students through scholarships, a work-study program, and emergency loans and grants; purchases state-of-the-art equipment for use in classrooms; sponsors faculty development through special projects; enables the College to achieve its institutional effectiveness goals; provides start-up costs for new programs; and solicits monies for other projects on campus.

Private support through the Foundation enables Blue Ridge Community College to keep pace with the educational changes occurring in its service area and in the lives of its students, faculty, and staff, and the citizens it serves.
Frequently-Called Numbers

Main Switchboard (Henderson County Campus) .................. (828) 694 - 1700
Transylvania County Campus ....................... (828) 694 - 1900 or 883 - 2320
Bookstore ................................................................. (828) 694 - 1720
Business Services ..................................................... (828) 694 - 1756
Center For Lifelong Learning ..................................... (828) 694 - 1740
Computer Courses ................................................... (828) 694 - 1779
ED2GO (Online Courses) ........................................... (828) 694 - 1742
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 - 1755
Law Enforcement ..................................................... (828) 694 - 1760
NCWorks (Henderson County Campus) ..................... (828) 694 - 1755
NCWorks (Transylvania County Campus) ................. (828) 883 - 2350
Nurse Aide ............................................................... (828) 694 - 1740
Personal Enrichment .............................................. (828) 694 - 1742
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
SPRM  Spearman Building
TEDC  Technology Education and Development Center
TRCT/TRCS  Transylvania County Campus

Visit our website

Why Blue Ridge? blueridge.edu/about-brc/why-brc
Getting Started blueridge.edu/admissions
Financial Aid blueridge.edu/financial-aid
Transfer Information blueridge.edu/transferinfo
A to Z List of Programs blueridge.edu/a-to-z
Distance Learning blueridge.edu/academics/distance-learning
Continuing Education blueridge.edu/continuing-education
NCWorks Center blueridge.edu/ncworks
Upcoming Events blueridge.edu/upcoming-events

Blue Ridge Community College
BLUERIDGE.EDU

Student/Visitor Parking
1. Continuing Education Building
2. Patton Building
3. General Studies Building
4. Arts and Sciences Building
5. Industrial Skills Center
6. Killian Building
7. Technology Education and Development Center
8. Blue Ridge Conference Hall
9. Thomas Auditorium
10. Sink Building
11. Spearman Building
12. Bullington Greenhouse
13. Parkhill Building
14. Fire Training Center
15. Groundskeeping Building
16. Motorcycle Safety/ Masonry Building
17. Maintenance/Storage Building

to Interstate 26