



# RETURN TO LEARN

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Delaware County  
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NON-CREDIT COURSE GUIDE | JANUARY-AUGUST 2022

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► **Become CompTIA, Network Engineer, or Cisco Certified**  
See pages 1-2 for details.  
Call 610-359-7344 for more information.

► **English as a Second Language (ESL)**  
See pages 28-30 for details.  
Call 610-359-5025 for more information.

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**CORPORATE COLLEGE**  
Delaware County Community College

## COMPUTER CERTIFICATIONS/ HELP DESK

### CompTIA A+ Certification- Computer Network Technician

**\$** Average  
salary  
**\$59,888\***



This program prepares students for a career as a computer technician repairing personal computers and also serves as a strong foundation course. This 160-hour, hands-on course covers installation and upgrades, diagnosis and repair, system configuration, as well as safety and customer interaction. Students will assemble and disassemble different types of personal computers. Coursework covers a wide range of vendor and product neutral networking technologies. This course will help the student successfully complete the A+ Certification exams. A+ toolkit included.

ITAC 1900 / Length: 160 hours

**CRN 1816 TWR**  
**1/25-3/24**  
**9 a.m.-3:30 p.m.** Marple

**CRN 622 TR**  
**3/1-7/19**  
**6-10 p.m.** Marple

**CRN 616 TWR**  
**6/21-8/25**  
**9 a.m.-3:30 p.m.** Marple

Cost: \$4,775 (test vouchers included)  
Books purchased separately.

### CompTIA Network+ Certification

This vendor-neutral certification program explores the features and functions of networking components, and the knowledge and skills needed to install, configure and troubleshoot basic networking hardware protocols and services. You will gain technical ability in the areas of media and topologies, protocols and standards, network implementation, and network support.

**Certification Exam: CompTIA Network+ N10-006**

ITAC 1003 / Length: 72 hours

**CRN 2247 S**  
**2/26-5/21**  
**9 a.m.-3:30 p.m.** Marple

**CRN 594 MW**  
**6/13-8/15**  
**6-10 p.m.** Marple

Cost: \$1,699 (test vouchers included)

### CompTIA Security+ Certification

The CompTIA Security+ certification designates knowledgeable professionals in the field of security, one of the fastest-growing fields in IT. Security threats are increasing in number and severity; even in a troubled economy, most businesses plan to maintain or increase their investment in security. CompTIA Security+ is an international, vendor-neutral certification that proves competency in system security, network infrastructure, access control and organizational security.

**Certification Exam: CompTIA Security+ SY0-401**

► **Prerequisite: CompTIA Network+ certification or equivalent skills**

ITAC 1906 / Length: 72 hours

**CRN 2122 MW**  
**1/10-3/16**  
**6-10 p.m.** Marple

**CRN 1817 MW**  
**4/4-6/6**  
**6-10 p.m.** Marple

Cost: \$1,699 (test vouchers included)

### Certified Ethical Hacker

"To beat a hacker- you must think like a hacker" Hacking involves trying to gain unauthorized access to computer systems for illicit reasons. Ethical Hacking refers to engaging Ethical Hackers who are authorized to make every possible attempt to breach security and gain access to the computer systems, applications, or data of the company. Ethical Hacking aims to identify weaknesses and vulnerabilities which can be exploited by malicious attackers and plug the loopholes in security to avoid any possible cyber-attacks.

ITAC 2601 / Length: 45 hours

**CRN 2303 MW**  
**1/19-3/30**  
**6-8:30 p.m.** Hybrid

**CRN 619 MW**  
**6/13-8/17**  
**6-8:30 p.m.** Hybrid

Cost: \$ 3490 (includes book and test vouchers)

## Microsoft®

These credentials provide widely recognized validation of your ability to perform critical, current IT job roles by using Microsoft technologies to their best advantage.

#### Train and Test on Campus!

Textbooks for all Microsoft Certification courses will be available at the bookstore.

## Networking Engineering

This hands-on training will provide you with the core technical ability required to build a sustainable career in IT. These credentials demonstrate that you have a primary set of skills relevant across multiple solution areas to reduce IT cost and deliver more business value.

### Certifications:

- Azure Fundamentals AZ900
- Azure Administrator Associate AZ104
- Comp TIA Network+
- Comp TIA Security+

ITAC 3910/ Length 176 hours

**CRN 2244 MTWR**  
**1/24-8/15**  
**6-10 p.m.** **Hybrid**

Cost: \$4590

## Microsoft Azure Networking

Click start your cloud journey with Azure courses. This course will train you in the expanding cloud platform, with the potential to open the door to a new technology career or enhance your current technology career. Azure is an ideal way to jump into cloud training at the ground level.

## Azure Fundamentals AZ900

This course is intended for those without a technical background and serves an ideal launch pad for furthering your understanding of cloud computing. This course prepares you for AZ 900 certification.

ITAC 3911 / Length: 21 hours

**CRN 2245 TR**  
**1/25-2/10**  
**6:30-10 p.m.** **Hybrid**

**CRN 617 TR**  
**6/7-6/23**  
**6:30-10 p.m.** **Hybrid**

Cost: \$595 (test vouchers included)

## Azure AI Fundamentals (AI-900)

This course demonstrates knowledge of common machine learning (ML) and artificial intelligence (AI) workloads and their implementation on Microsoft Azure services. Course is intended for candidates with both technical and non-technical backgrounds. This course prepares you for AI900 fundamentals certification.

ITAC 3913 / Length: 21 hours

**CRN 2300 TR**  
**2/15-3/3**  
**6:30-10 p.m.** **Hybrid**

**CRN 577 TR**  
**6/28-7/14**  
**6:30-10 p.m.** **Hybrid**

Cost: \$595 (test vouchers included)

## Azure Data Fundamentals (DP-900)

Learn to manage, optimize, and deploy machine learning models into production. Course work covers planning and creating a suitable working environment for data science workloads, running data experiments and training predictive models using Azure platform. A candidate for this certification should have knowledge and experience in data science and using Azure Machine Learning and Databricks. This course prepares you for the Azure DP900 certification.

ITAC 3914 / Length 21 hours

**CRN 2301 TR**  
**3/8-3/31**  
**6:30-10 p.m.** **Hybrid**

**CRN 578 TR**  
**7/19-8/4**  
**6:30-10 p.m.** **Hybrid**

Cost: \$595 (test vouchers included)

## Microsoft Certified: Security, Compliance, and Identity Fundamentals (sc-900)

Are you a business stakeholder, new or existing IT professional, or student who has an interest in Microsoft security, compliance, and identity solutions? This course will focus on the fundamentals of security, compliance, and identity (SCI) across cloud-based and related MS services. Familiarity with MS Azure, MS 365 and understanding of how Microsoft (SCI) can span across these solution areas to provide a holistic and end-to-end solution. This course prepares you for the Azure SC900 certification.

ITAC 3915 / Length 21 hours

**CRN 2302 TR**  
**4/5-4/21**  
**6:30-10 p.m.** **Hybrid**

**CRN 579 TR**  
**8/9-8/25**  
**6:30-10 p.m.** **Hybrid**

Cost: \$595 (test vouchers included)

## Azure Administrator Associate

Provides an understanding of entire administrative lifecycle in Azure environments. Learn how to maintain services related to computing, storage, network and security. This course prepares you for AZ104 certification.

ITAC 3912 / Length: 21 hours

**CRN 2246 TR**  
**4/26-5/12**  
**6:30-10 p.m.** **Hybrid**

**CRN 588 TR**  
**8/30-9/15**  
**6:30-10 p.m.** **Hybrid**

Cost: \$595 (test vouchers included)

## Cisco Certified Network & Security Associate (CCNA)

 Average salary \$82,900\*

The Cisco CCNA network associate certification validates the ability to install, configure, operate and troubleshoot medium-size routed and switched networks, including implementation and verification of connections to remote sites in a WAN. CCNA Security training teaches the skills to develop a security infrastructure, recognize threats and vulnerabilities to networks, and mitigate security threats. This curriculum includes introduction to wireless networking concepts and terminology and performance-based skills plus (but is not limited to) the use of these protocols: IP, Enhanced Interior Gateway Routing Protocol (EIGRP), Serial Line Interface Protocol Frame Relay, Routing Information Protocol Version 2 (RIPv2), VLANs, Ethernet and access control lists (ACLs). Security topics includes core security technologies and the installation, troubleshooting and monitoring of network devices to maintain integrity, confidentiality and availability of data and devices. Earn up to 6 credits. Your access code for the certification prep software will be given out the first night of class. Call 610-359-7344 for details.

### CCNA Certification Exam: 200-301

This Cisco Certified Network and Security Associate Course will prepare students for the 2-hour CCNA certification Exam v1.0 (CCNA 200-301). This exam tests a candidate's knowledge and skills related to network fundamentals, network access, IP connectivity, IP services, security fundamentals, and automation and programmability.

ITAC 6009 / Length: 140 hours

**CRN 2123 TR**  
1/18-5/17  
6-10 p.m. **Marple**

**CRN 595 TR**  
6/7-10/4  
6-10 p.m. **Marple**

Cost: \$4,918 (test vouchers and IT-TV Pro access included)

## Administrative Professional Program

 High Growth Opportunity

Employers need administrative professionals that are able to handle complex responsibilities. In this 200 hour hands-on programs student will gain certification level skills in Microsoft Office (Word, Excel, PowerPoint,

 Average salary \$42,720\*

Outlook) and knowledge of office management systems and procedures. In addition, this course will teach students how to organize and schedule appointments using software, draft letters, emails and other communications, prepare reports and presentations, plan meetings, and manage other general administrative activities. Students will also learn remote workplace meeting tools such as Zoom and Microsoft Teams. Students will become comfortable with cloud-based storage and applications such as Google Drive. An essential aspect of business begins with social interactions; the customer service course will explore diversity, implicit bias, and other social ideas that often lead to miscommunication in the workplace.

### Certifications:

- MOS Word
- MOS Excel
- Customer Service

COM 3400 / Length: 200 hours

**CRN 2043 MTWRF**  
1/24-4/29  
9 a.m.-1 p.m. **Marple**

**CRN 327 MTWR**  
5/23-8/11  
9 a.m.-2 p.m. **Marple**

Cost: \$4,995 (test vouchers included)

## Public Speaking for Professionals

Even the most eloquent and experienced presenters often wish they had better public speaking skills. In this course, you will study methods that help to reduce anxiety, build confidence, and customize a process which will result in successful speaking experiences.

This course is designed to equip you with knowledge of the principles necessary for formal public speaking with an emphasis on organization, evidence, language use, strategy, delivery and business ethics.

COM 0632 / Length: 20 hours

**CRN 1818 R**  
4/21-5/19  
6-10 p.m. **Marple**

Cost: Spon. \$179; Non-Spon. \$199

## Customer Service

You are the voice and face of the institution. Exceptional customer service is central in the growth and success of business. Course emphasis is placed on communication, multicultural awareness /diversity, technology, time management, and stress management. Upon completion, the student should be able to demonstrate skill on the Customer Service Specialist certification exam.

Books, materials and certification test voucher included.

COM 3403 / Length: 12 hours

**CRN 2248 TWR**  
3/22-3/24  
9 a.m.-1 p.m. **Marple**

**CRN 596 TWR**  
7/5-7/7  
9 a.m.-1 p.m. **Marple**

Cost: \$325

## Computer Basics

Discover what your computer can do. Course covers hardware components, mouse use, windows navigation, apps, files, types of storage and a brief look at the Internet.

COM 0101 / Length: 8 hours

**CRN 1287 TR**  
3/29-4/7  
6-8 p.m. **Marple**

**CRN 292 MW**  
6/6-6/15  
6-8 p.m. **Marple**

Cost: Spon. \$140; Non-spon. \$175

# COMPUTER TRAINING

## Computer Keyboarding

Learn the alpha/numeric keyboard, touch typing, other keyboarding skills. Test your progress with timed typing.

COM 0104 / Length: 8 hours

**CRN 1483 M**  
**1/24-2/14**  
**6-8 p.m. Marple**

Cost: Spon. \$140; Non-Spon. \$175

## Using the Computer and Managing Files

Receive a thorough introduction to basic computer skills. Topics include: mouse use, windows navigation, software and simple editing within word processing and email apps. Learn how and where to store documents and file management on the computer and in the cloud. You'll also discuss use of the Internet and video communication apps. This course is the prerequisite for most non-credit computer classes.

COM 3102 / Length: 20 hours

**CRN 273 MTWRF**  
**1/24-1/28**  
**9 a.m.-1 p.m. Marple**

**CRN 597 MTWR**  
**5/23-5/26**  
**9 a.m.-2 p.m. Marple**

Cost: \$375

## NEW! iPad Bootcamp

Learn basic operation of Apple's iPad (tablet) from turning it on, to using the built-in features of the operating system (OS). Find out how to add, manage and use apps to maximize the device's capabilities. This class will cover only Apple's iPad, not any other brand of tablet. *Bring your iPad to class.*

COM 2904 / Length: 6 hours

**CRN 2229 S**  
**3/26-4/9**  
**12:30-2:30 p.m. Marple**

Cost: Spon. \$105; Non-Spon. \$135

## WORD

### Word for the Workplace

Learn the world's most popular word processing application! Basic to intermediate topics include: creating documents, editing, formatting, tables and printing. Creating and performing a mail merge is covered in this class.

COM 3103 / Length: 20 hours

**CRN 258 MTWRF**  
**1/31-2/4**  
**9 a.m.-1 p.m. Marple**

**CRN 598 MTWR**  
**6/6-6/9**  
**9 a.m.-2 p.m. Marple**

Cost: \$375

## Word Introduction

Learn to create, save, format and edit documents. Course topics include: Word environment, help system, creating, saving, and printing documents, editing text, spelling and grammar check, thesaurus, and finding and replacing text.

COM 0601 / Length: 8 hours

**CRN 2230 F**  
**2/11**  
**9 a.m.-5:30 p.m. Marple**

Cost: Spon. \$140; Non-Spon. \$175

## EXCEL

### Excel for the Workplace

Learn basic to intermediate concepts of spreadsheets. Topics include formatting, formulas, functions, charts, printing spreadsheets and working with multiple worksheets.

COM 3104 / Length: 20 hours

**CRN 259 MTWRF**  
**2/7-2/11**  
**9 a.m.-1 p.m. Marple**

**CRN 599 MTWR**  
**6/13-6/16**  
**9 a.m.-2 p.m. Marple**

Cost: \$375

### Excel Introduction

Learn to create, save, format, edit and print spreadsheets. Course topics include: Excel environment, entering and editing data, modifying a worksheet, using functions, formatting worksheets, printing, creating charts.

COM 0901 / Length: 8 hours

**CRN 2231 T**  
**1/18**  
**9 a.m.-5:30 p.m. Exton**

**CRN 943 MW**  
**3/14-3/23**  
**6:30-8:30 p.m. Marple**

**CRN 565 TR**  
**7/19-7/28**  
**6:30-8:30 p.m. Marple**

Cost: Spon. \$140; Non-Spon. \$175

### Excel Intermediate

Enhance a spreadsheet and use more advanced Excel techniques. Topics include: working with multiple worksheets and workbooks, customizing Excel, advanced charting and pivot tables, advanced formatting and validation, list management, auditing, templates and hyperlinks.

► **Prerequisite: Using Computer & Managing Files or equivalent skills**

COM 0950 / Length: 12 hours

**CRN 944 TR**  
**4/12-4/21**  
**6-9 p.m. Marple**

**CRN 566 TR**  
**8/9-8/18**  
**6-9 p.m. Marple**

Cost: Spon. \$210; Non-Spon. \$258

## ACCESS

### Access Introduction

Create a simple database. Topics include: tables, reports, queries, forms, primary keys, working with fields, entering and editing data, querying your database, new queries, sorting queries and reports.

COM 1101 / Length: 8 hours

**CRN 1293** TF  
2/22 & 2/25  
9 a.m.-1 p.m. Marple

**CRN 1743** F  
4/22  
9 a.m.-5:30 p.m. Marple

**CRN 600** T  
6/21  
9 a.m.-5:30 p.m. Marple

Cost: Spon. \$140; Non-Spon. \$175

### Introduction to Outlook

Learn how to best use Outlook, Microsoft's email, contact and calendar manager program. Topics include creating, sending and managing messages, working with email attachments, creating contacts and groups, tasks, appointments, events and meetings.

COM 1354 / Length: 12 hours

**CRN 1292** WRF  
2/23-2/25  
9 a.m.-1 p.m. Marple

**CRN 601** TWR  
5/31-6/2  
9 a.m.-1 p.m. Marple

Cost: Spon. \$210; Non-Spon. \$258

## POWERPOINT

### PowerPoint for the Workplace

Create dynamic presentations. Topics include: overview of the PowerPoint environment; using animation, charts, and clipart; autosshapes and images; multi-media; and customizing presentations.

COM 3106 / Length: 20 hours

**CRN 274** MTWRF  
2/14-2/18  
9 a.m.-1 p.m. Marple

**CRN 602** MTWR  
6/27-6/30  
9 a.m.-2 p.m. Marple

Cost: \$375

### PowerPoint Introduction

Create a basic presentation. Topics include: the PowerPoint environment, creating and modifying presentations, formatting text, printing presentations, charts, editing a presentation and sharing info with other programs.

COM 1201 / Length: 8 hours

**CRN 2233** MW  
5/16-5/25  
6-8 p.m. Marple

Cost: Spon. \$140; Non-Spon. \$175

## MICROSOFT OFFICE CERTIFICATION

### Microsoft Office Specialist - Word

Become familiar with the most important concepts of Microsoft Word. Course topics include document formatting, page layout, graphics, proofing, mail merge and advanced features of the software. This class prepares you to take the Word MOS certification test.

► **Prerequisite: Word for Workplace or equivalent skills**

COM 3260 / Length: 40 hours

**CRN 383** MTWRF  
2/28-3/4  
9 a.m.-1 p.m. Marple

**CRN 567** MTWR  
7/11-7/21  
9 a.m.-2 p.m. Marple

Cost: \$775 (test vouchers included)

### Microsoft Office Specialist - Excel

Learn the most important concepts of Microsoft Excel. Topics include entering, formatting, charting and analyzing data with formulas, as well as working with multiple worksheets. This class prepares you to take the Excel MOS certification test.

► **Prerequisite: Excel for Workplace or equivalent skills**

COM 3290 / Length: 40 hours

**CRN 384** MTWRF  
3/28-4/8  
9 a.m.-1 p.m. Marple

**CRN 568** MTWR  
7/25-8/4  
9 a.m.-2 p.m. Marple

Cost: \$775 (test vouchers included)

## NEW!

### Tableau Visual Analytics Platform

Tableau is the fastest-growing data-visualization tool used in the Business Intelligence Industry. It helps simplify raw data and present it in an easily understandable format. Data analysis is very fast with Tableau. Visualizations created are in the form of dashboards and worksheets.

COM 0634 / Length: 12 hours

**CRN 2234** TR  
2/8-2/17  
6-9 p.m. Marple

**CRN 621** TR  
6/14-6/23  
6-9 p.m.

Cost: Spon. \$279; Non-Spon. \$299



## NEW!

### Smartphone Photography

Photographs are “made, not just taken.” This 12-hour course will help you make great pictures - and maybe even create works of art - using the tools of your smartphone’s camera. You will discuss good vs. great photos; practice photography techniques, and explore different apps to enhance photos. Class photos will be shared via the Internet. Bring your smartphone and charger.

COM 1675/ Length: 12 hrs

**CRN 2292 T**  
**3/22-4/12**  
**6-9 p.m. Marple**

**CRN 614 W**  
**6/8-6/29**  
**6-9 p.m. Marple**

Cost: Spon. \$210; Non-Spon. \$258

### iPhone Basics

Learn the capabilities of your iPhone including phone, email, Internet, downloading, uploading, storage and contacts. Use precautions necessary to protect your privacy and security on wireless networks. **For iPhone users only.**

COM 0417 / Length: 6 hours

**CRN 1821 RF**  
**4/21-4/22**  
**1-4 p.m. Marple**

**CRN 609 WR**  
**6/15-6/16**  
**1-4 p.m. Marple**

Cost: Spon. \$105; Non-Spon. \$135

### Android Smartphone Basics

Get the most from your Android Smartphone. **This class is only for users of an Android Smartphone.** Practice calling and using contacts; sending and reading emails on the phone; downloading and using apps; and getting the most from your phone’s security features.

COM 0417 / Length: 6 hours

**CRN 2239 F**  
**3/25-4/8**  
**1-3 p.m. Marple**

**CRN 610 W**  
**5/11-5/25**  
**1-3 p.m. Marple**

Cost: Spon. \$105; Non-Spon. \$135

## NEW!

### Scan & Preserve Photos, Slides, Negatives

Learn what it takes to scan old photos, slides and negatives in high resolution and preserve them in digital format. Enhance lighting, improve color and clarity, backup your new collection and prepare to print or share online.

COM 0126 / Length: 6 hours

**CRN 2240 S**  
**1/22 & 1/29**  
**9 a.m.- 12 p.m. Marple**

**CRN 611 W**  
**5/18 & 5/25**  
**6-9 p.m. Marple**

Cost: Spon. \$105; Non-Spon. \$135

### Digital Photo Management

If you love taking pictures but all your digital photos are scattered across smartphone, computer, camera cards, etc., this class is for you! Learn how to manage, update and keep your photos cataloged like a professional digital asset manager. Bring a 2TB portable external hard drive. Useful book information will be provided in class.

COM 0124 / Length: 6 hours

**CRN 2241 WR**  
**4/6-4/7**  
**6-9 p.m. Marple**

**CRN 572 MT**  
**7/11-7/12**  
**6-9 p.m. Marple**

Cost: Spon. \$105; Non-Spon. \$135

## HEALTH CARE

**Train for positions in one of the fastest growing arenas in today’s workforce – health care!**



If you like working with the public, are compassionate, and able to deal with people who are sick or experiencing stress, a career in health care could be your path to success.

### Certified Medical Administrative Assistant (CMAA)

**\$** Average salary **\$39,880\***

Medical administration is one of the fastest-growing careers in America. By becoming a Certified Medical Administrative Assistant (CMAA), you can quickly earn the nationally recognized credentials healthcare employers are searching for. You will have the opportunity to receive nationally recognized and respected certifications.

#### Level 1

CMAA (Certified Medical Administrative Assistant) from the National Healthcareer Association

- Medical terminology
- Introduction to Medical Coding and Billing
- Insurance Overview
- HIPAA Regulations
- Legal and Ethical Issues
- Customer Service Certification

(No class 11/24)

COM 3305 Length: 108 hours

**CRN 1494 TW**  
**2/8-5/18**  
**9 a.m.-1 p.m. Marple**

**CRN 425 TW**  
**6/7-9/7**  
**9 a.m.-1 p.m. Marple**

Cost: \$3,495 (includes all materials and vouchers for certification testing)

## Level 2

CMAA (Certified Medical Administrative Assistant)  
from the National Healthcareer Association

CEHRS (Certified Electronic Health Records Specialist)  
from the National Healthcareer Association

- Medical terminology
- Introduction to Medical Coding and Billing
- Insurance Overview
- HIPAA Regulations
- Legal and Ethical Issues
- Customer Service Certification

COM 3300/ Length: 168 hours

**CRN 1495** **TW**  
**2/8-5/18**  
**9 a.m.-1 p.m.** **Marple**

**R**  
**2/10-5/19**  
**9 a.m.-1 p.m.** **Marple**

**CRN 426** **TW**  
**6/7-9/7**  
**9 a.m.-1 p.m.** **Marple**

**R**  
**6/9-9/8**  
**9 a.m.-1 p.m.** **Marple**

Cost: \$4,995 (includes all materials and vouchers  
for certification testing)

## Level 2

**EKG Technician, Venipuncture Technician,  
CPR/First Aid, and Electronic Health Records**

JSPD 2832 / Length: 178 hours

**CRN 1556** **Marple & Exton**  
*See time & date on next page*

**CRN 217**  
Cost: \$3,999

## Level 3

**EKG Technician, Venipuncture Technician,  
Electronic Health Records, and Dialysis**

JSPD 2823 / Length: 224 hours

**CRN 1557** **Marple**  
*See time & date on next page*

**CRN 218**  
Cost: \$4,999

## American Heart Association BLS CPR

This course teaches students to the current American Heart Association standards for Basic Life Support Cardiopulmonary Resuscitation (CPR). It is recommended for all licensed and certified healthcare professionals including Doctors, Nurses, Paramedics, EMTs, and Allied Health professionals. This class teaches students how to perform high-quality CPR individually and as part of a team, use of an automated external defibrillator (AED), as well as foreign-body airway obstruction (choking) techniques. BLS students will learn rescue techniques for adults, children and infants during this class.

ESPD 9630 / Length: 4 hours

**CRN 2173** **T**  
**1/25**  
**6-10 p.m.**

**CRN 2174** **T**  
**2/8**  
**6-10 p.m.**

**CRN 2175** **S**  
**2/19**  
**9 a.m.-1 p.m.**

**CRN 2176** **R**  
**3/10**  
**9 a.m.-1 p.m.**

**CRN 2177** **T**  
**3/22**  
**F 6-10 p.m.**

**CRN 2178** **S**  
**4/9**  
**9 a.m.-1 p.m.**

**CRN 2179** **T**  
**4/19**  
**6-10 p.m.**

**CRN 2180** **T**  
**5/3**  
**6-10 p.m.**

**CRN 2181** **S**  
**5/14**  
**9 a.m.-1 p.m.**

## Multi Skilled Medical Technician

We are proud to offer a challenging Medical Multi Skilled Technician Certificate Program. This program prepares students with cross-training in up to five medical skill areas: Venipuncture (Phlebotomy), EKG Technician, CPR/First Aid, Electronic Health Records, and Dialysis. These areas continue to have projected job growth. Each level increases the number areas of training concentration.

**Choose the level that is right for you!**

### Requirements:

You must be 18 years of age to enroll in this program, present a high school diploma or GED and provide proof of completion or beginning of the Hepatitis B vaccine series. Please check with your family physician/nurse practitioner regarding the advisability of receiving the vaccine, its complications, and dates of administration.

**Book and materials are included.**

### Level 1

**EKG Technician, Venipuncture Technician, and  
CPR/First Aid**

JSPD 2831 / Length: 118 hours

**CRN 1555** **Marple & Exton**  
*See time & date on next page*

**CRN 216**  
Cost: \$2,999

## American Heart Association HeartSaver® Pediatric First Aid/ CPR/AED

The HeartSaver® Pediatric First Aid-CPR-AED Course is designed to meet the regulatory requirements for child care workers in all 50 U.S. states. It teaches child care providers, pre-school/daycare staff, babysitters, and others to respond to illnesses and injuries of a child or infant in the first few minutes until professional help arrives.

The course covers adult/child/infant cardiopulmonary resuscitation (CPR), adult/child/infant automated external defibrillator (AED) use, child/infant choking, and pediatric first aid.

Please visit: <https://www.dccc.edu/continuing-education/training-certification/cpr-first-aid-training> for an updated list of class dates and times being offered by our DCCC instructors. Please call 610-359-5025 for dates and times.

## Dialysis Technician

Dialysis technicians, also called hemodialysis or renal dialysis technicians, work under the direction of senior technicians, nurses and doctors, operating kidney dialysis machines that filter waste products and excess fluids from the blood of patients whose kidneys can no longer perform this function. Dialysis technicians initiate, monitor, and discontinue dialysis treatments for the renal failure patient. Books and materials included.

CAR 4127 / Length: 50 hours

<b>CRN 1749</b>	<b>MW</b> <b>2/28-5/11</b> <b>6-8:30 p.m.</b>	<b>Marple</b>
<b>CRN 593</b>	<b>MW</b> <b>6/6-8/15</b> <b>6-8:30 p.m.</b>	<b>Marple</b>

Cost: \$1,250

**\$** Average  
salary  
**\$35,360\***

## Venipuncture (Phlebotomy Technician)

This course teaches basic venipuncture techniques for adults, children and infants as it prepares the student to take the Certified Phlebotomy Technician (CPT) exam. Coursework includes aseptic methods and isolation procedures. Includes books and exam voucher.

JSPD 2820 / Length: 60 hours

### Requirements:

You must be 18 years of age to enroll in this program, present a high school diploma or GED and provide proof of completion or beginning of the Hepatitis B vaccine series. Please check with your physician/nurse practitioner regarding the advisability of receiving the vaccine, its complications, and dates of administration.

<b>CRN 1126</b>	<b>MW</b> <b>1/31-4/18</b> <b>6-9 p.m.</b>	<b>Marple</b>
<b>CRN 1489</b>	<b>MW</b> <b>1/31-4/18</b> <b>6:30-9:30 p.m.</b>	<b>UDC</b>
<b>CRN 507</b>	<b>MW</b> <b>1/31-4/18</b> <b>1:30-4:30 p.m.</b>	<b>Marple</b>
<b>CRN 1560</b>	<b>TR</b> <b>2/15-4/28</b> <b>6-9 p.m.</b>	<b>Exton</b>
<b>CRN 576</b>	<b>FS</b> <b>2/25-5/14</b> <b>F 6-9 p.m.</b> <b>S 9 a.m.-1 p.m.</b>	<b>Marple</b>
<b>CRN 2250</b>	<b>TR</b> <b>4/5-6/9</b> <b>6-9 p.m.</b>	<b>Marple</b>
<b>CRN 627</b>	<b>MW</b> <b>5/23-8/3</b> <b>6:30-9:30 p.m.</b>	<b>UDC</b>
<b>CRN 334</b>	<b>MW</b> <b>6/20-8/29</b> <b>6-9 p.m.</b>	<b>Marple</b>
<b>CRN 539</b>	<b>MW</b> <b>6/20-8/29</b> <b>1:30-4:30 p.m.</b>	<b>Marple</b>
<b>CRN 427</b>	<b>TR</b> <b>7/12-9/15</b> <b>6-9 p.m.</b>	<b>Marple</b>
<b>CRN 429</b>	<b>TR</b> <b>7/12-9/15</b> <b>6-9 p.m.</b>	<b>Exton</b>

Cost: \$1,295



## Electrocardiography (EKG Technician)

Prepare to become a certified EKG technician and to take the Electrocardiograph (EKG) Technician exam. Provides practice with equipment and hands-on lab experience, use of the EKG machine and other clinical practices and anatomy lessons. Books, materials, and exam voucher included.

JSPD 2822 / Length: 54 hours

<b>CRN 936</b>	<b>MW</b> <b>1/24-3/28</b> <b>6-9 p.m.</b>	<b>Exton</b>
<b>CRN 809</b>	<b>TR</b> <b>2/8-4/7</b> <b>6-9 p.m.</b>	<b>Marple</b>
<b>CRN 2251</b>	<b>MR</b> <b>3/21-5/12</b> <b>9 a.m.-12 p.m.</b>	<b>Marple</b>
<b>CRN 424</b>	<b>TR</b> <b>5/31-7/28</b> <b>6-9 p.m.</b>	<b>Marple</b>
<b>CRN 335</b>	<b>MW</b> <b>6/27-8/24</b> <b>6-9 p.m.</b>	<b>Exton</b>
<b>CRN 564</b>	<b>MR</b> <b>7/11-9/1</b> <b>9 a.m.-12 p.m.</b>	<b>Marple</b>

Cost: \$1,595

## NEW! Certified Surgical Technologist Test Preparation Course

During this 45-hour online test preparation course, students will receive a comprehensive review of the national Certified Surgical Technologist (CST) examination content outline with an assessment of knowledge, strengths, deficits, and areas for remediation. The course also reviews fundamental concepts, sample test questions, test-taking strategies and study planning in preparation for the examination. Books and 1-year subscription to Board Vitals Study Guide included.

CAR 5639 / Length: 45 hours

<b>CRN 2228</b>	<b>1/24-3/18</b>	<b>Online</b>
<b>CRN 2242</b>	<b>4/11-6/3</b>	<b>Online</b>
<b>CRN 586</b>	<b>6/27-8/16</b>	<b>Online</b>

Cost: \$595

**Delaware County Community College offers no financial aid for non-credit courses. For tuition loans, contact Sallie Mae, 800-472-5543.**

## NEW! Nurse Aide Program

If you are a nurturing and sensitive individual who wants to convert passion into a career, consider training as a nurse aide at Delaware County Community College. The College offers a specialized "Excellence in Care" program as a 133-hour intensive course that prepares students for employment in acute care, acute rehab, hospice, home health care and long-term care facilities.

Our students enjoy a rigorous training program led by professionals with regional experience and insights. Coupled with 60 hours of required clinical experience, students completing the program are well suited to compete for these high demand jobs.

Students completing this course are qualified to take the Nurse Aide Competency exam to be a Nurse Aide placed on the Pennsylvania Nurse Aide Registry. Departmental approval is required to enroll in the course to comply with federal and state legislative requirements-OBRA and Act 14.

If you are interested or have further questions please call 610-359-7344 or email nurseaide@dccc.edu and leave your name, phone number and email address.

**Dates and times TBD**

## Certified Electronic Health Records Specialist



Learn the competencies needed to successfully manage electronic data in a variety of health-care settings. You will be prepared to take the Certified Electronic Health Records Specialist (CEHRS) exam from the National Healthcareers Association. Includes all materials and exam vouchers.

**\$ Average salary \$37,210\***

COM 3304 / Length: 60 hours

<b>CRN 2232</b>	<b>R</b> <b>2/10-5/19</b> <b>9 a.m.-1 p.m.</b>	<b>Marple</b>
<b>CRN 1559</b>	<b>R</b> <b>2/10-5/19</b> <b>6-10 p.m.</b>	<b>Marple</b>
<b>CRN 591</b>	<b>R</b> <b>6/9-9/8</b> <b>9 a.m.-1 p.m.</b>	<b>Marple</b>
<b>CRN 428</b>	<b>R</b> <b>6/9-9/8</b> <b>6-10 p.m.</b>	<b>Marple</b>

Cost: \$1,495

## Pharmacy Technician

Prepare to enter the pharmacy field in hospitals and community pharmacies as an ancillary, working under the supervision of a registered pharmacist, and to take the Pharmacy Technician Certification Board's PTCB exam. Includes medical terminology, reading and interpreting prescriptions, and defining drugs by generic and brand names. Learn dosage calculations, IV flow rates, drug compounding, and dose conversions. Discusses dispensing of prescriptions, inventory control, billing and reimbursement. Book and learning materials included.



CAR 3904 / Length: 55 hours

**CRN 1748** TR  
3/1-5/19  
6-8:30 p.m. Hybrid

**CRN 592** TR  
6/7-8/18  
6-8:30 p.m. Marple

Cost: \$2,150

## Fitness Training Certifications/ Workshops

We are partnered with World Instructor Training Schools (WITS) to deliver these NCCA Accredited programs.

Visit [dccc.edu/continuing-education/training-certification/fitness-training](https://dccc.edu/continuing-education/training-certification/fitness-training) for course options, and to register. Please call 1-888-330-9487 for more details.

## INFORMATION SESSION

### BEING A PERSONAL TRAINER, FITNESS CAREER & EMPLOYMENT!

Saturday, 1/15

12-1 p.m.

Virtual Session

Advance registration required

<https://attendee.gotowebinar.com/register/7087241263357028876>

After registering, you will receive a confirmation email containing information about joining the webinar.

**FREE**

## AUTOMOTIVE

### Pennsylvania State Inspection Certification

DCCC is authorized by PennDOT to administer an approved course of instruction to prepare, test, and certify automotive technicians for the Pennsylvania State Inspection Program.

**Note:** The Baseline exam must be completed by every new applicant, who does not currently hold a valid state inspection license. Applicants must also register for a category class that runs concurrently with the baseline class. Please include the course reference number (CRN) for baseline and your chosen category class when registering. The Category 1 exam covers cars, light trucks and light trailers. The Category 2 exam covers motorcycles and the Category 3 exam covers heavy-truck and heavy trailers.

### Safety Inspection Certification (Baseline)

PDS 7005 / Length: 21 hours

**CRN 2126** MW  
1/24-2/2  
5-8:30 p.m. Marple  
S  
2/5  
8 a.m.-3 p.m. Marple

**CRN 2130** TR  
2/22-3/3  
5-8:30 p.m. Marple  
S  
3/5  
8 a.m.-3 p.m. Marple

**CRN 2134** MW  
3/21-3/30  
5-8:30 p.m. Marple  
S  
4/2  
8 a.m.-3 p.m. Marple

**CRN 2138** MW  
4/18-4/27  
5-8:30 p.m. Marple  
S  
4/30  
8 a.m.-3 p.m. Marple

**CRN 418** TR  
5/24-6/2  
5-8:30 p.m. Marple  
S  
6/4  
8 a.m.-3 p.m. Marple

**CRN 226** TR  
7/12-7/21  
5-8:30 p.m. Marple  
S  
7/23  
8 a.m.-3 p.m. Marple

**CRN 523** MW  
8/8-8/17  
5-8:30 p.m. Marple  
S  
8/20  
8 a.m.-3 p.m. Marple

Cost: \$150

## Automobile Safety Inspection Certification (Category 1)

PDS 7000 / Length: 21 hours

CRN 2127	MW 1/24-2/22 5-8:30 p.m.	Marple
	S 2/5 8 a.m.-3 p.m.	Marple
CRN 2131	TR 2/22-3/3 5-8:30 p.m.	Marple
	S 3/5 8 a.m.-3 p.m.	Marple
CRN 2135	MW 3/21-3/30 5-8:30 p.m.	Marple
	S 4/2 8 a.m.-3 p.m.	Marple
CRN 2139	MW 4/18-4/27 5-8:30 p.m.	Marple
	S 4/30 8 a.m.-3 p.m.	Marple
CRN 419	TR 5/24-6/2 5-8:30 p.m.	Marple
	S 6/4 8 a.m.-3 p.m.	Marple
CRN 227	MW 7/12-7/21 5-8:30 p.m.	Marple
	S 7/23 8 a.m.-3 p.m.	Marple
CRN 524	MW 8/8-8/17 5-8:30 p.m.	Marple
	S 8/20 8 a.m.-3 p.m.	Marple

Cost: \$50

## Motorcycle Safety Inspection Certification (Category 2)

PDS 7001 / Length: 21 hours

CRN 2128	MW 1/24-2/2 5-8:30 p.m.	Marple
	S 2/5 8 a.m.-3 p.m.	Marple
CRN 2132	TR 2/22-3/3 5-8:30 p.m.	Marple
	S 3/5 8 a.m.-3 p.m.	Marple
CRN 2136	MW 3/21-3/30 5-8:30 p.m.	Marple
	S 4/2 8 a.m.-3 p.m.	Marple
CRN 2140	MW 4/18-4/27 5-8:30 p.m.	Marple
	S 4/30 8 a.m.-3 p.m.	Marple
CRN 420	TR 5/24-6/2 5-8:30 p.m.	Marple
	S 6/4 8 a.m.-3 p.m.	Marple
CRN 110	MW 7/12-7/21 5-8:30 p.m.	Marple
	S 7/23 8 a.m.-3 p.m.	Marple
CRN 525	MW 8/8-8/17 5-8:30 p.m.	Marple
	S 8/20 8 a.m.-3 p.m.	Marple

Cost: \$50

**PLEASE NOTE:** ALL inspection classes require 24 hour cancellation notice in order to receive a refund.



## Heavy Vehicle Inspection Certification (Category 3)

PDS 7002 / Length: 21 hours

<b>CRN 2129</b>	<b>MW</b> 1/24-2/2 5-8:30 p.m.	<b>Marple</b>
	<b>S</b> 2/5 8 a.m.-3 p.m.	<b>Marple</b>
<b>CRN 2133</b>	<b>TR</b> 2/22-3/3 5-8:30 p.m.	<b>Marple</b>
	<b>S</b> 3/5 8 a.m.-3 p.m.	<b>Marple</b>
<b>CRN 2137</b>	<b>MW</b> 3/21-3/30 5-8:30 p.m.	<b>Marple</b>
	<b>S</b> 4/20 8 a.m.-3 p.m.	<b>Marple</b>
<b>CRN 2141</b>	<b>MW</b> 4/18-4/27 5-8:30 p.m.	<b>Marple</b>
	<b>S</b> 4/30 8 a.m.-3 p.m.	<b>Marple</b>
<b>CRN 421</b>	<b>TR</b> 5/24-6/2 5-8:30 p.m.	<b>Marple</b>
	<b>S</b> 6/4 8 a.m.-3 p.m.	<b>Marple</b>
<b>CRN 111</b>	<b>TR</b> 7/12-7/21 5-8:30 p.m.	<b>Marple</b>
	<b>S</b> 7/23 8 a.m.-3 p.m.	<b>Marple</b>
<b>CRN 526</b>	<b>MW</b> 8/8-8/17 5-8:30 p.m.	<b>Marple</b>
	<b>S</b> 8/20 8 a.m.-3 p.m.	<b>Marple</b>

Cost: \$70

## Enhanced Safety Inspection (Category 4)

Presents the rules, regulations and techniques required for certification to perform the new Pennsylvania Enhanced Vehicle Inspection for branded titles, such as reconstructed, specially constructed, modified, flood damaged, recovered theft, collectible vehicles and street rods. PennDOT will provide a self-study guide that must be reviewed by the student and brought to class. To obtain the guide, go to [dmv.state.pa.us](http://dmv.state.pa.us) and type in "enhanced vehicle safety inspection."

PDS 7003 / Length: 4 hours

<b>CRN 2142</b>	<b>W</b> 2/16 4:30-8:30 p.m.	<b>Marple</b>
<b>CRN 2143</b>	<b>W</b> 5/4 4:30-8:30 p.m.	<b>Marple</b>
<b>CRN 562</b>	<b>W</b> 6/15 4:30-8:30 p.m.	<b>Marple</b>
<b>CRN 420</b>	<b>W</b> 8/24 4:30-8:30 p.m.	<b>Marple</b>

Cost: \$80

## Pennsylvania Emissions Inspector Certification (EEIC)

Focuses on the rules, regulations and proper techniques to perform the state required PA Emissions Inspections, mandated by the federal Environmental Protection Agency. Classroom training, a CBT challenge, and a proctored exam are required for a student to certify as an emissions inspector.

**NEW!** Student must purchase a training manual, CBT challenge and online exam from the training portal at [patrainingportal.com](http://patrainingportal.com).

PDS 7009 / Length: 16 hours

<b>CRN 2144</b>	<b>TR</b> 1/11-1/20 5-9 p.m.	<b>Marple</b>
<b>CRN 2145</b>	<b>TR</b> 2/8-2/17 5-9 p.m.	<b>Marple</b>
<b>CRN 2146</b>	<b>TR</b> 3/8-3/17 5-9 p.m.	<b>Marple</b>
<b>CRN 2147</b>	<b>TR</b> 4/5-4/14 5-9 p.m.	<b>Marple</b>
<b>CRN 2148</b>	<b>TR</b> 5/10-5/19 5-9 p.m.	<b>Marple</b>
<b>CRN 422</b>	<b>TR</b> 6/7-6/16 5-9 p.m.	<b>Marple</b>
<b>CRN 490</b>	<b>MW</b> 7/18-7/27 5-9 p.m.	<b>Marple</b>
<b>CRN 530</b>	<b>TR</b> 8/16-8/25 5-9 p.m.	<b>Marple</b>

Cost: \$275



## COMMERCIAL DRIVER'S LICENSE

### Commercial Driver's License Training Program



**\$** Average salary \$59,165\*

Embark on a new career in commercial truck driving. Begin in the classroom, where you will learn about the vehicles, basic truck driving controls, pre-trip inspection, cargo handling, emergency protocol and more. On the driving range, practice operation and control of the vehicle. Finally, take your newly acquired skills on the road, with our experienced instructors by your side steering you to success. Upon graduation, you receive a diploma plus the skills you need to obtain your commercial driver's license (CDL) and an entry-level position in commercial driving.

PDS 8500 / Length: 164 hours

Hybrid: online "classroom" portion and behind-the-wheel training with our trucks in Sharon Hill and Marple areas. Starts monthly. New classes run each month, the first session for spring will start on 1/17/2022.

**Please call (610) 359-5177 for information**



## WASTEWATER TREATMENT OPERATOR CERTIFICATION

Certified by the PA Department of Environmental Protection, this coursework is designed to prepare entry-level operators for certification and employment. The successful candidate must enroll for Wastewater Treatment Operator certification Level 1 and Level 2. The training is divided into two 90 hour sessions.

► **College Credits can be Awarded**

### Wastewater Certification Program Level 1 & 2

PDS 1200 / Length 180 hours

**CRN 868 MW**  
**1/24-12/12**  
**6-9 p.m. Marple**

Cost: \$1750

### Wastewater Certification Program Level 1

PDS 1201 / Length 90 hours

**CRN 2125 MW**  
**1/24-5/9**  
**6-9 p.m. Marple**

Cost: \$950

#### CEU CLASSES: Wastewater

- Wastewater Fundamentals
- Wastewater Collection Systems
- Wastewater Core Basics
- Wastewater Miscellaneous Topics
- Wastewater Lab and Maintenance

### Wastewater Certification Program Level 2

PDS 1202 / Length 90 hours

**Classes will begin Fall, 2022.**

Cost: \$950

Components of the program are offered as separate modules for operators who are already certified that need to meet state continuing education requirements.

#### CEU Classes: Wastewater

- Wastewater Treatment Types
- Wastewater Land Appl & Solids
- Wastewater Act. Sludge Basics
- Wastewater Act. Sludge Adv.
- Wastewater Advanced Topics

Call 610-723-4010 for details.

*Wastewater and CDL classes are not eligible for College Over 60.*

# SKILLED TRADES

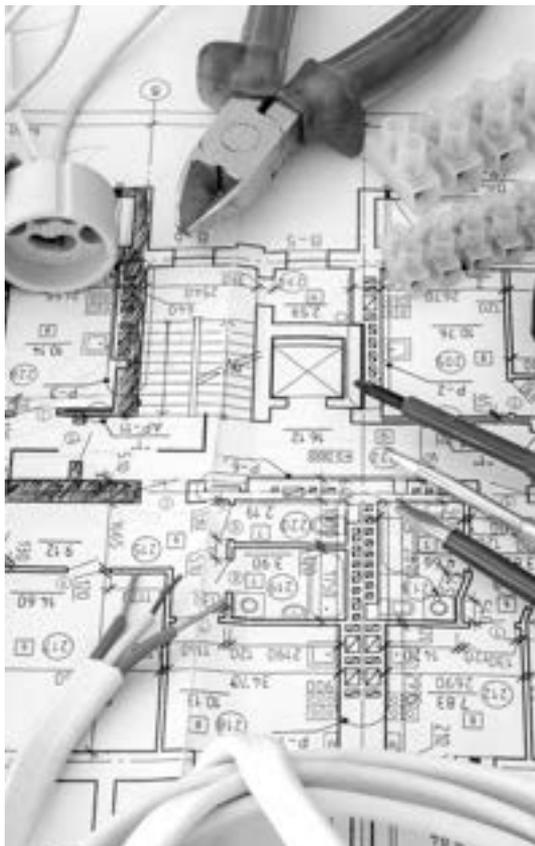
## Preparation for the Municipal Electrical Licensing Exam

This course prepares experienced maintenance and construction electricians for the Municipal Masters and Journeyman's examination. Course topics include review of electrical theory, mathematics, electrical calculations and their applications. Also provides an in-depth study of the National Electrical Code.

JSPD 2796 / Length: 40 hours

**CRN 1819 S**  
**3/19-5/7**  
**9 a.m.-2 p.m. Marple**

Cost: \$595



## International Plumbing Code EXAM PREP

This course is designed to assist plumbing professionals in understanding codes and adjacent code provisions. It addresses various codes founded upon certain basic principles of environmental sanitation and safety through properly designed, acceptably installed, and adequately maintained plumbing systems will be addressed.

### Correct all plumbing violations.

- Size and design plumbing systems for residential and commercial buildings.
- Define various plumbing systems code.
- Change the direction of flow without restrictions regarding drainage fitting patterns.
- Apply the standards to control all materials, systems, and equipment used in the construction, installation, alteration, repair, or replacement of plumbing or drainage systems or parts.
- Test joints and connections in the plumbing system requiring gas tight and watertight for the pressure required.
- Apply the plumbing code regarding how fixtures shall be separately trapped by a water seal trap and placed as close as possible to the fixture outlet.
- Demonstrate the proper handling of liquid waste containing grease, flammable wastes and other ingredients harmful to the building drainage system.
- Confirm the requirements for plumbing fixtures for accessible use and their installation.

PDS 2737 / Length: 40 hours

**CRN 2205 W**  
**2/2-4/6**  
**6-10 p.m. Marple**

Cost: Spon. \$329; Non spon. \$399

# INFORMATION SESSION

Every Monday | 6 P.M. | Lobby, Advanced Technology Center

- Receive information about the Workforce Programs
- Tour the Delaware County Community College state-of-art technology building.

Register at [itac@dccc.edu](mailto:itac@dccc.edu)

# SKILLED TRADES

## Building & Facility Maintenance

This program is designed to teach students the necessary skills to compete in the High Demand Occupations of Building Maintenance Managers and Maintenance Technicians.

Students will be able to gain employment as maintenance technicians in residential complexes, healthcare facilities, industrial establishments, and commercial buildings.

You will have the opportunity to receive a nationally recognized and respected certification and learn the following skills:

Upon successful completion of this certificate, students should be able to:

- Perform basic carpentry tasks such as framing, drywall, installing various types flooring.
- Read and interpret blueprints, building plans and specifications.
- Demonstrate knowledge of the general requirements of rough-in electrical wiring.
- Demonstrate procedures required for Plumbing/HVAC&R pipe and valve installation.
- Earn OSHA 30 Construction Industry Certification.
- Earn First Aid CPR

Cost: \$3,999 (includes all tools, materials and vouchers for certification testing)

JSPD 2736 / Length: 218 hours

**CRN 1498 MTWRS**  
**1/3-12/22**  
**6-10 p.m.** **Marple**



**\$** Average salary **\$41,230\***

## Basic Home Remodeling

Bring a desire to learn to this hands-on course about basic remodeling. Broken into separate modules, each week covers a different part of the remodeling process. Topics include electrical, plumbing, dry-wall installation and finishing, tile work, various flooring systems, trim, windows, siding, door installation and roofing. You will receive instructions regarding any tools you will need to bring.

JSPD 0039 / Length: 42 hours

**CRN 1137 S**  
**3/22-5/10**  
**9 a.m.-3:30 p.m.** **Marple**

**CRN 1138 S**  
**3/26-5/7**  
**9 a.m.-3 p.m.** **Marple**

**CRN 559 T**  
**6/14-8/23**  
**9 a.m.-3:30 p.m.** **Marple**

Cost: Spon. \$439; Non-spon. \$459



## Basic Home Plumbing

Hands-on lessons in residential plumbing will cover the basics of piping, valves, troubleshooting and home plumbing maintenance. Upon successful completion of this certificate, students should be able to:

- Perform basic plumbing tasks such as diagnosing toilet and faucet issues
- Changing faucets and fixtures
- Performing preventative maintenance checks and services
- Demonstrate proper drain clearing procedures

JSPD 2721 / Length: 45 hours

**CRN 2202 F**  
**2/4-5/13**  
**6-9 p.m.** **Marple**

**CRN 561 MW**  
**7/6-8/10**  
**5-8 p.m.** **Marple**

Cost: Spon. \$439; Non-spon. \$459



## Basic Piping for Contractors

This course is an introduction to piping principles and practices as they apply to Heating, Ventilating, Air Conditioning, and Plumbing. The course teaches the proper method of joining pipes, pipe materials, and fittings. Learn about material lists, measuring, and assembly of manifolds. Students will develop the skills needed to work with drawings and testing procedures.

JSPD 0063 / Length: 45 Hours

**CRN 2201 R**  
**1/20-5/12**  
**6-9 p.m.** **Marple**

Cost: Spon. \$439; Non-spon. \$459

*Classes can be taken in any order and include the 6 classes below.*

## Basic Residential Wiring

Learn the skills needed to wire a residential establishment. This hands-on course will equip students with skills essential to new and old house wiring. This course will emphasize safe working procedures, proper application of materials, and the understanding of the NEC code. Students will be introduced to basic trouble shooting skills and extensive hands on lab projects.

JSPD 0082 / Length: 45 hours

**CRN 1686 S**  
**1/22-3/5**  
**9 a.m.-2:45 p.m.** **Marple**

**CRN 1301 F**  
**1/28-5/6**  
**6-9 p.m.** **Marple**

**CRN 588 S**  
**6/4-8/6**  
**9 a.m.-1 p.m.** **Marple**

Cost: Spon. \$439; Non-spon. \$459



# SKILLED TRADES

## Construction Blueprint Reading

This course presents fundamentals in the understanding and use of basic construction drawings to determine methods and materials of light construction. Emphasis is placed on architectural symbols, use of scales, applied geometry and orthographic projection.

JSPD 0062 / Length: 45 hrs

**CRN 2204 W**  
**1/26-5/11**  
**6-10 p.m.**

**Online**

Cost: Spon. \$439; Non-spon. \$459



## Home Repairs 101

Looking to save money on home repairs?

This course is geared to homeowners who want to learn to do simple repairs on their own. Topics such as proper tool use, replacing or repairing doors and doorknobs, lighting fixtures, faucets, drains, drywall, and tile will be covered. Bring only safety glasses as all tools and materials will be provided.

JSPD 0050 / Length: 15 hours

**CRN 1535 S**  
**5/7-5/21**  
**9 a.m.-2:30 p.m.**

Cost: Spon. \$269; Non spon. \$299



## OSHA 30, Construction First Aid & Safety

This class is an emergency first-aid and accident-prevention instruction for construction employees and managers. OSHA requirements are stressed in this course. Administrative aspects of recordkeeping requirements, rights and responsibilities, standards, safety program development and implementation are covered. Safety training includes identification and elimination of accident and health hazards, inspection techniques and administration of first-aid and CPR.

Upon successful completion of this course, students should be able to:

- Earn OSHA 30 Certification
- Earn First Aid/CPR Certification

JSPD 0061 / Length: 45 Hours

**CRN 2200 R**  
**1/20-5/12**  
**6-9 p.m.**

**Online**

Cost: Spon. \$439; Non-spon. \$459



## Furniture Building

Learn the basic skills necessary to build furniture. We will cover proper use of hand and power tools, wood joinery and finishing techniques. Course topics include: wood selection; basic joint creation; clamping techniques; finishes; shop tools; shop drawings.

JSPD 2950 / Length: 45 hours

**CRN 1180 TR**  
**1/20-3/10**  
**8-11 a.m.**

**Marple**

**CRN 2203 TR**  
**3/22-5/10**  
**6-9 p.m.**

**Marple**

**CRN 586 MW**  
**5/16-6/29**  
**6-9 p.m.**

**Marple**

Cost: Spon. \$439; Non spon. \$459

## HEATING, VENTILATION & AIR CONDITIONING

### Refrigerant Technician Certification Exam

DCCC's Division of Technical Education is one of a small number of schools in the nation approved by the EPA to offer a refrigerant technician certification program. The training manual is available through the college. It is strongly recommended that students read the manual before taking the exam. The exam is given in online format only and can be taken at DCCC's Testing Center. Please call 610-359-5320 to schedule your test.

JSPD 4000 / Length: 2 hours

**CRN 1672 Ongoing**

**Marple**

Cost: \$60

## Small Engine Repair

This class covers the fundamentals of small displacement 2- and 4-cycle engines. Learn to maintain and repair gasoline engines on snow blowers, chain saws, lawn mowers, weed eaters and more.

JSPD 0057 / Length: 30 hours

**CRN 1139 S**  
**1/29-3/5**  
**9 a.m.-2 p.m.**

**Marple**

**CRN 587 S**  
**6/4-7/9**  
**9 a.m.-2 p.m.**

**Marple**

Cost: Spon. \$299; Non-spon. \$329

## NATE

### North American Technician Excellence

This course assumes a basic working knowledge of HVACR systems. Students who plan to sit for a specific NATE exam can focus their study on the different texts available. Purchasing these books is recommended. The course gives the student a cursory understanding of: Core Essentials, A/C Service and Heat Pump Service; Gas and Oil Furnace Service.

The recommended texts listed can be purchased through the bookstore:

- Preparing for the NATE Exam– A/C and Heat Pumps –ISBN: 978-1-61607-117-2
- Preparing for the NATE Exam– Core Essentials–ISBN: 978-1-61607-116-5
- Preparing for the NATE Exam– Gas and Oil Heating–ISBN: 978-1-61607-164-6.

PDS 9005 / Length: 45 hours

**CRN 2338 W**  
**1/19-4/27**  
**6:30-9:30 p.m. Hybrid**

Cost: \$675 (book cost is additional)

### NATE Exams

PDS 9006 / Length: 4 hours

**CRN 2339 Ongoing**  
 Cost: \$175

## WELDING

### Welding Certificate Program

Welding continues to be a regional, high-demand occupation as reported by the U.S. Bureau of Labor Statistics (BLS).

The college has designed a 225 hour hands-on training program that delivers an introduction to welding and training in Oxyfuel cutting (OFC), SMAW (shielded metal arc welding), GMAW (gas metal arc welding), Blueprint reading and basic fabrication. These skills are in high demand in today's workplace and will prepare students for entry level welding positions.

Classes are being formed at Phoenixville campus.

PDS 9827 / Length 225 hours

**CRN 1069 MTWR**  
**2/7-4/22**  
**7:30 a.m.-3:30 p.m. PHX**

Cost: \$3,994



### Intro to Welding Processes

Provides trainees with relevant theory in oxy-fuel welding and cutting, shielded metallic arc welding and their applications. Also discussed is proper selection of power sources and settings, welding electrodes, shielding gases, joint configuration, safety and welding procedures. This course includes a lecture period, followed by a practical application or lab exercise that demonstrates the topics presented.

PDS 9799 / Length: 45 hours

**CRN 429 M**  
**1/24-5/9**  
**6:30-9:30 p.m. Marple**

**CRN 1278 MTWR**  
**1/20-2/15**  
**8-11 a.m. Marple**

**CRN 333 TR**  
**5/24-6/30**  
**8-11:45 a.m. Marple**

Cost: Spon. \$460; Non-spon. \$480

### Welding Codes & Specifications

Learn welding codes and their applications. Upon successful completion of this course, students should be able to explain codes and their use, use welding specifications, and apply proper use of API, AWS, and AME codes.

PDS 9828 / Length 45 hours

**CRN 2255 W**  
**1/26-5/4**  
**6:30-9:30 p.m. Marple**

Cost: Spon. \$460; Non-spon \$480

### Intro: Oxy-Fuel Welding & Cutting

Emphasis on fuel gases, welding and cutting equipment. Covers advantages and disadvantages of fuel gases; maintenance of oxy-fuel welding set; demonstrates lighting, adjusting, and extinguishing an oxy-fuel flare; and using an oxy-fuel cutting torch.

PDS 9798 / Length 45 hours

**CRN 1490 MTWR**  
**2/16-3/14**  
**8-11 a.m. Marple**

**CRN 276 TR**  
**7/5-8/11**  
**8-11 a.m. Marple**

Cost: Spon. \$460; Non-spon \$480



## Shielded Metal Arc Welding I (SMAW)

Covers the principles of electric arc welding using electrodes 6010, 6011, 6012, and 6013 in the flat position, correct angles and methods. Also covers effects of current settings, arc lengths, electrode angles and electrode manipulation on the quality of weld joint. Welding in horizontal, vertical and overhead positions is taught. Includes a lecture period, followed by a practical application.

PDS 9803 / Length: 45 hours

<b>CRN 486</b>	<b>MW</b> <b>1/24-3/16</b> <b>12-3 p.m.</b>	<b>Marple</b>
<b>CRN 1491</b>	<b>R</b> <b>1/20-5/5</b> <b>6:30-9:30 p.m.</b>	<b>Marple</b>
<b>CRN 681</b>	<b>MTWR</b> <b>3/21-5/9</b> <b>8-11 a.m.</b>	<b>Marple</b>
<b>CRN 134</b>	<b>MW</b> <b>5/23-6/29</b> <b>12-4 p.m.</b>	<b>Marple</b>

Cost: Spon. \$460; Non-spon. \$480

## Shielded Metal Arc Welding II

This course covers effects of current settings, arc lengths, electrode angles and electrode manipulation on the quality of weld joint. Upon successful completion of this course, students should be able to: state the effects of current settings on the weld, control electrodes in the correct manner, weld in vertical, overhead, and horizontal positions using 6010 and 6011, 6012 and 6013 electrodes.

PDS 9804 / Length: 45 hours

<b>CRN 987</b>	<b>MW</b> <b>3/21-5/9</b> <b>12-3 p.m.</b>	<b>Marple</b>
<b>CRN 1279</b>	<b>MTWR</b> <b>4/14-5/10</b> <b>8-11 p.m.</b>	<b>Marple</b>

Cost: Spon. \$460; Non-spon. \$480

## Gas Metal Arc Welding (GMAW-Mig)

Covers GMAW equipment set-up and operation. The theory of gas metal arc welding is applied to mild steel and plate steel in all positions. Introduces single- and multi-phase welds using a variety of electrode (wire) diameters. Various modes of metal transfer are addressed. Includes lecture followed by a practical application.

PDS 9805 / Length: 45 hours

<b>CRN 693</b>	<b>MW</b> <b>1/24-3/16</b> <b>3:15-6:15 p.m.</b>	<b>Marple</b>
<b>CRN 1741</b>	<b>W</b> <b>1/26-5/4</b> <b>6:30-9:30 p.m.</b>	<b>Marple</b>
<b>CRN 1026</b>	<b>MW</b> <b>3/21-5/9</b> <b>3:15-6:15 p.m.</b>	<b>Marple</b>
<b>CRN 294</b>	<b>W</b> <b>5/25-8/10</b> <b>6-9:45 p.m.</b>	<b>Marple</b>
<b>CRN 154</b>	<b>MW</b> <b>7/7-8/10</b> <b>12-3 p.m.</b>	<b>Marple</b>

Cost: Spon. \$460; Non-spon. \$480

## Gas Tungsten Arc Welding (GTAW-Tig)

Covers various types of tungsten electrodes, tolerances, color codes, and commonly used welding machines and polarity. Focuses on gas tungsten arc welding in various positions using ferrous sheet and plate, and welding gases used in GTAW processes. Includes lecture followed by a practical application.

PDS 9806 / Length: 45 hours

<b>CRN 805</b>	<b>T</b> <b>1/25-5/3</b> <b>6:30-9:30 p.m.</b>	<b>Marple</b>
<b>CRN 254</b>	<b>T</b> <b>5/24-8/9</b> <b>6-9:45 p.m.</b>	<b>Marple</b>

Cost: Spon. \$460; Non-spon. \$480



## Print Reading and Shop Math for Fabricators

This course will demonstrate how to locate, interpret, and utilize welding symbols, measurements, lines and other information found on working drawings, blueprints and technical documents. Students will be able to interpret technical drawings, sketches, and blueprints and make measurements (in both the U.S. Conventional System and the International System) and make mathematical calculations using the measurements to accomplish fabrication requirements.

PDS 9990 / Length: 45 hours

**CRN 1280 R**  
**1/20-5/5**  
**3:15-6:15 p.m.**

**Marple**

Cost: Spon. \$460; Non-spon. \$480

## MANUFACTURING

### CNC/Metalworking Career Program (NIMS certification)

This hands-on program will focus on a series of single skill sets that are stackable for career success. You'll prepare to sit for NIMS certification (National Institute for Metalworking Skills.) The NIMS credentials signify that a person can perform the work of a CNC (Computerized Numeric Control) Machine



Operator according to recognized national standards. We will cover these key skill areas: CNC mill, lathe and grinder set-up and operation; tool identification, set-up, use and maintenance; machining processes, statistical process control; quality and cycle time optimization; CNC program operation; fixture set-up and operation; CNC troubleshooting.

#### Major topics include:

- Math for Occupational Technologies
- Prints, Layout & Measurement for Machining
- Manufacturing Processes
- Machining Technology
- CNC Machine Tool Operations
- CNC Programming and Advanced Operations

#### Certifications included:

**National Institute for Metalworking Skills (NIMS)**  
Machining Level 1—Measurements, Materials and Safety

**National Institute for Metalworking Skills (NIMS)**  
Machining Level 1—Job Planning, Benchwork & Layout

**National Institute for Metalworking Skills (NIMS)**  
Machining Level 1—CNC Milling: Operations

**National Institute for Metalworking Skills (NIMS)**  
Machining Level 1—CNC Turning: Operations

PDS 2788 / Length: 390 hours

**CRN 2340 MTWR**  
**1/20-12/31**  
**6-10 p.m.**

**Marple**

Cost: \$4,995



## ONLINE TRAINING CLASSES ... ANYTIME AND ANYWHERE

The College has partnered with Education 2 Go to offer instructor-facilitated online courses that are informative, fun, convenient, and highly interactive, such as:

**Computer Applications**  
**Computer Programming**  
**Networking/Troubleshooting**  
**Web Design**  
**Business Courses**  
**Career Ideas**  
**Leisure**  
**Languages**  
**Teacher Education**  
**Test Preparation**  
**AND HUNDREDS MORE . . .**

### How it Works

Courses are project oriented and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links and more. Weekly lessons must be completed within 10 days. Courses can be completed from your home or office at any time. Once you complete your course objectives you can download a "Course Completion" letter for your records.

### Course Start Dates

A new section of every course will begin on each of the start dates listed below. Indicate your choice on registration form:

Section	Dates
January	1/12/2022-3/4/2022
February	2/9/2022-4/1/2022
March	3/16/2022-5/6/2022
April	4/13/2022-6/3/2022
May	5/18/2022-7/8/2022
June	6/15/2022-8/5/2022
July	7/13/2022-9/2/2022
August	8/17/2022-10/7/2022

### How to Register

1. Select course(s).
2. Select your start date.
3. Submit your registration.

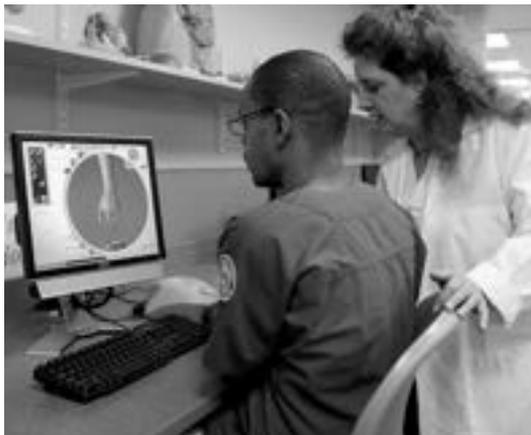
**NOTE:** Register no later than one week prior to start date.

You will be emailed course instructions prior to start date. Follow instructions to participate in the required online orientation before you start your class.

### Requirements

All courses require Internet access, email, and a current browser. Some courses may have additional requirements. Students must have prior computer experience. Not for first-time users.

**See [ed2go.com/dc3](https://ed2go.com/dc3), to register and make payment online.**



## HEALTH CARE CAREERS

### Attention Pennsylvania Registered Nurses!



Act 58 of 2006 (SB 235), requires thirty hours of mandatory Board approved continuing education (CE) during each two-year license renewal period for individuals licensed as registered nurses in the Commonwealth of Pennsylvania.

### Who is Eligible?

Pennsylvania State Board of Nursing requires programs to be sponsored by regionally accredited institutions of higher education offering courses that comply with acceptable CE content or programs sponsored by national nursing, medical and osteopathic organizations and their state and regional affiliates, and national pharmaceutical organizations and their state and regional affiliates.

### How can DCCC help?

The online ed2go Healthcare Continuing Education courses in the DCCC course catalog were developed by Allegra Learning Solutions, LLC. Allegra is accredited as a provider of continuing education in nursing by the American Nurses Credentialing Center's Commission on Accreditation. The ANCC accreditation is accepted in all 50 states.

**See "How to Register" in previous column.**

## NEW!

### Bookkeeping Certificate

To register and for more details on the courses below, as well as many others, please go to our website <https://www.dccc.edu/continuing-education/training-certification/online-UGotClass>

## NEW!

### Bookkeeping Certificate

How do you manage the finances of a business? Whether you are an entrepreneur, running a family business, or just looking to advance your career and add to your skill set, this Bookkeeping Certificate will provide you with the knowledge needed to measure, and manage, the financial health of your business.

Length: 48 hours

Cost: \$495.00

## NEW!

### Certificate in Leadership Development

Especially geared for future leaders in the Gen Y generation (born 1980-1999), the certificate provides how-to practical information on advancing your leadership potential and making a difference in both the workplace and in society. Find out what it takes to become an effective leader. Discover your style of leadership. Discuss task completion, building relationships with your subordinates, becoming socially perceptive to changes in the workplace, utilizing your emotions in a positive and effective manner, and addressing challenging goals.

Length: 48 hours

Cost: \$395.00

## NEW!

### Management Certificate

Enhance your management skills through this program for supervisors, managers, and emerging leaders. Nothing creates success like a solid foundation. Discover the keys for effectively managing your employees. Find out how to create clear expectations, engage and motivate employees, and increase your effectiveness.

Length: 48 hours

Cost: \$595.00

## NEW!

### Certificate in Online Teaching

For those new to teaching online, or those already teaching online. Get the best instruction from the foremost authorities in online learning. Thousands of people have taken this fundamental yet advanced training in teaching online.

**ACT 48 Eligible!**

Length: 48 hours

Cost: \$495.00

## PROJECT MANAGEMENT

In partnership with the Project Management Institute-Delaware Valley Chapter (PMI-DVC), we offer the following courses to prepare for certification in project management. These certifications recognize your project management knowledge, skills and abilities and demonstrate your project management expertise and professional experience.

Members of PMI-Delaware Valley Chapter receive an exclusive discount on the course fees and all classroom materials are provided. To join, please visit: [www.pmi-dvc.org](http://www.pmi-dvc.org)

**PMBOK 7 Update:** The new PMP Exam is based on PMBOK 6+ The Agile Practice Guide and does NOT require students to have PMBOK 7 in order to take the Exam. The PMP Exam Prep course described below was specifically prepared by PMI to prepare students for the new PMP Exam.

**Free Study Group sessions are available for all PMI members.**

**Registration: Please visit**

[www.dccc.edu/continuing-education/professional-development/project-management](https://www.dccc.edu/continuing-education/professional-development/project-management)

**Or call 610 723-4010**

### PMP Foundations in Project Management—28 Hours

This 28-hour course provides an in-depth review of project management principles and is designed specifically to provide a proven and sound foundation of project management basics, practical examples and exercises to mimic real life. Taught by PMP-certified practitioners from a variety of professions and academic credentials, this course will help students increase their knowledge and confidence to be successful in managing projects of all sizes and complexities. Students will be able to immediately apply what they learn and get a good start to prepare for the PMP certifications that they may pursue. The course is aligned with the current PMP Exam Content Outline, utilizing materials suggested by PMI for the 2021 PMP Exam preparation and it meets the 28-hour education requirement needed to apply to take the PMP Exam.

**4 Saturdays**

**1/22-2/12**

**8:30 a.m.-4:30 p.m. Zoom**

**4 Saturdays**

**6/4-6/25**

**8:30 a.m.-4:30 p.m. Zoom**

Cost Members \$1,086; Non-Members \$1,400

*Online training & Project Management courses are not eligible for College Over 60.*

## PMP® Exam Prep—35 Hours

This intense, 35-hour preparation course contains five modules that immerse you in real-world scenarios, representing various industries and project management situations to help you practice applying principles and concepts at work. This course meets the 35-hour requirement to apply to take PMP Exam and is intended for those who are experienced in project management, or who have already taken project management courses. The focus is on how best to prepare, study for, and take the PMP credential examination. A review of material normally covered in the exam will be presented.

**Successful completion of this course ensures that students will meet the 35-hour education requirement in order to apply for and take the exam and that their Education will not be subject to audit.**

**5 Saturdays**  
**2/26-3/26**  
**8:30 a.m.-4:30 p.m. Zoom**

**5 Saturdays**  
**7/9-8/6**  
**8:30 a.m.-4:30 p.m. Zoom**

Cost Members \$1,086; Non-Members \$1,400

## CAPM® Exam Prep—24 Hours

This 24-hour preparation course meets the 23-hour requirement to apply to take CAPM Exam and is intended for those who are new to project management, or who have less than the practical experience needed to take the PMP Exam. The focus is on how best to prepare, study for, and take the CAPM credential examination. A review of material normally covered in the exam will be presented. Students will receive sample questions of the type given on the exam. The PMP 35 education hours requirement is waived for CAPM certification holders.

**3 Saturdays**  
**2/26-3/12**  
**8 a.m.-4:30 p.m. Zoom**

**3 Saturdays**  
**7/9-7/23**  
**8 a.m.-4:30 p.m. Zoom**

Cost Members \$750; Non-Members \$900

## Microsoft Project: Introduction

If you need to complete a project on time and within budget, find out how to use Microsoft Project to do it. Learn all the tools you need to manage your project using the most popular project management software - Microsoft Project. Learn how to develop and maintain a project schedule (Gantt Chart). This class is taught "hands-on" in a computer lab and also features the most popular project management methodology from the Project Management Institute (PMI).

COM 1801 / Length: 12 hours

**CRN 744 TR**  
**4/19-4/28**  
**6-9 p.m. Marple**

**CRN 573 TR**  
**8/9-8/18**  
**6-9 p.m. Marple**

Cost Spon. \$210; Non-Spon. \$258

## CAREER TRAINING

### NEW!

## Continuing Education Instructor

Do you have a passion for art, music, wellness, or self-care? Or maybe you have language, ESL, or GED instruction talents, but don't know if you understand how to create a course and deliver it to a class? Well this course is for you!

You will learn the tools necessary to create a course, deliver your content, either in person or online. This course will teach what you need to know. You will even create your course and pitch it to the Continuing Education Director. We are always looking for new opportunities to serve our community. Give it a try!

CAR 5643 / Length: 6 hours

**CRN 2156 R**  
**2/3-2/17**  
**6-8 p.m. Marple**

## Keep Talking: An Introduction to Professional Voice Over

Explore aspects of voice-over work for television, film, radio, audio books, documentaries and the Internet. Course covers all the basics of how to be successful in this exciting field and provides an opportunity to record a commercial script. Make money with your voice!

CAR 5480 / Length: 2.5 hours

**CRN 2348 M**  
**1/24**  
**6:30-9 p.m. Online**

**CRN 2349 W**  
**4/20**  
**6:30-9 p.m. Marple**

**CRN 585 M**  
**7/25**  
**6:30-9 p.m. Marple**

Cost: Spon. \$50; Non-spon. \$80

**Note: Not eligible for "College Over 60" tuition waiver.**

## The Entrepreneurial Equation

Making the most of your business is easy when you have the right tools and a solid strategy at your disposal. This seminar gives you ideas for putting banking, retirement, and insurance tools to work so you can help build and protect your business according to your short- and long-term goals.

LSP 5928 / Length: 2 hours

**CRN 2183 T**  
**2/8**  
**6-8 p.m. Online**

Cost: Spon. \$29; Non-spon. \$49

# CERTIFICATE PROGRAMS

## NEW!

### Entrepreneurship and Starting a Small Business\*

If you are interested in the world of entrepreneurship here is the course for you. You will focus on the basics of how to launch an entrepreneurial venture, including entrepreneurial development and planning, funding and accounting, marketing as well as relevant laws and regulations. Topics for discussion will include proper self-evaluation, how to recognize and shape new ideas and opportunities, analysis, methods, technology, globalization and diversity, and ethical responsibilities.

CAR 5640 / Length: 24 hours

**CRN 2154 S**  
**2/19-3/26**  
**9 a.m.-1 p.m. Marple**

Cost: Spon. \$299; Non-spon. \$329

## NEW!

### Food & Beverage Truck Business

Looking to start a new mobile business, then this class is for you! This course will introduce you to Mobile Food & Beverage Management and provides the fundamentals of owning and operating a mobile Food and Beverage business, whether it's operating a food truck, mobile coffee or mobile bar. It will familiarize the student with the tools needed to formulate a mobile concept and turn it into a standardized plan. The student will focus on menu development, truck and trailer design, location and marketing case studies, guest speakers, and current food truck businesses will aid the student in designing their own mobile business unit.

CAR 5641 / Length: 15 hours

**CRN 2155 W**  
**2/16-3/16**  
**6-9 p.m. Marple**

Cost: Spon. \$259; Non-spon. \$289



## NEW!

### ServSafe Certification

Designed to satisfy the PA Department Agriculture and the Chester County Health Department's educational requirements for certification and recertification of people who serve food to the public. ServSafe® Food Safety Manager Certification provides training and certification for food handlers as required by the State of Pennsylvania.

You will complete 8-hours of independent study in addition to 8-hours in the classroom. Instruction covers all materials needed to pass the ServSafe® examination and obtain certification.

Required materials: Current Editions

ServSafe Manager, Revised with Scantron Sheet, 7th Edition (ISBN: -13: 978-0-13-481233-5)

EAT 0049 / Length: 8 classroom hours

**CRN 2252 SU**  
**1/23**  
**9 a.m.-5 p.m. Marple**

**CRN 2253 SU**  
**3/20**  
**9 a.m.-5 p.m. Marple**

**CRN 2254 SU**  
**5/15**  
**9 a.m.-5 p.m. Marple**

**CRN 590 SU**  
**6/26**  
**9 a.m.-5 p.m. Marple**

**CRN 563 SU**  
**8/7**  
**9 a.m.-5 p.m. Marple**

Cost: \$149

## NEW!

### Supervisory & Customer Service Skills Training for Food Service Workers\*



The course will prepare you for a career in food services, restaurants, and the hospitality industry. The course emphasizes customer service skills that can be applied in a wide variety of settings. This is an excellent option for those already working in a food services environment and wanting to apply for management positions, or for those interested in starting new careers.

When you complete the course, you will be prepared to take the Prometric Certified Professional Food Manager (CPFM) exam. Including SERV Safe Certification. GED or High School Equivalence Required.

CAR 5642 / Length: 116 hours

**CRN 2158 TR**  
**1/25-5/3**  
**6-9 p.m. Tuesday/Marple**  
**Thursday/Online**

Cost: \$2,250

\* *These classes will not run in the summer but will be offered again Fall, 2022.*

## INFORMATION SESSION

### REAL ESTATE CAREER



Call 610-359-5025 for more information and to register to receive the Zoom link for the session.

CAR 5644 / Length 1 hour

**CRN 2341** W  
1/12  
6:30-7:30 p.m. **Online**

**CRN 2342** W  
5/4  
6-7 p.m. **Online**

## REAL ESTATE

Successful completion of both R.E. Fundamentals and R.E. Practice is necessary to receive a R.E. Certificate and to qualify to take the state licensing examination.

### Real Estate Fundamentals

Provides the foundation for further study, and covers language, principles and laws that govern the real estate business. Emphasis is on the underlying concepts of land, property, rights in realty and the means, methods and laws that govern conveyance of these rights. The same book is used in Real Estate Fundamentals and Real Estate Practice and is the responsibility of the student to purchase. Classes will be offered as a hybrid option, meaning some classes will be on campus and some online. (No class 2/21 and 5/30)

CAR 814 / Length: 30 hours

**CRN 694** MW  
1/24-2/23  
6-9 p.m. **Hybrid**

**CRN 579** MW  
5/16-6/22  
6-9 p.m. **Hybrid**

Cost: \$350

### Real Estate Practice

Introduces all facets of this business including fields of specialization, and focuses on the role of a real estate agent in residential brokerage. Covers basic techniques, procedures, regulations and ethics involved in a real estate transaction, and a working knowledge of forms and documents. The same book is used in Real Estate Fundamentals and Real Estate Practice and is the responsibility of the student to purchase. Classes will be offered as a hybrid option, meaning some classes will be on campus and some online.

CAR 5632 / Length: 45 hours

**CRN 2285** MW  
3/21-5/16  
6-9 p.m. **Hybrid**

**CRN 575** MW  
6/27-8/24  
6-9 p.m. **Hybrid**

Cost: \$459

### Principles of Landlord/Tenant Law

Covers oral and written leases, landlord and tenant duties, the Pennsylvania Landlord and Tenant Act, and breaches of lease and eviction procedures. Also reviews Pennsylvania escrow-deposit requirements, a form lease with the plain language requirements, and amendments to the federal Fair Housing Act.

LSP 2365 / Length: 3 hours

**CRN 807** M  
3/28  
6-9 p.m. **Online**

**CRN 937** M  
5/2  
6-9 p.m. **Online**

**CRN 547** M  
7/25  
6-9 p.m. **Online**

Cost: Spon. \$45; Non-spon. \$65

### Buying a Home in Today's Market

Whether you're a first-time buyer or haven't purchased a home in a number of years, this class will teach you current "best practices" of home buying. Part 1: Overview of the Home Buying Process. Part 2: Financing Your Purchase. Part 3: Looking at Houses, Making the Offer, and Negotiating the Contract.

LSP 5894 / Length: 3 hours

**CRN 2198** W  
2/23  
6-9 p.m. **Online**

**CRN 566** W  
6/22  
6-9 p.m. **Online**

Cost: Spon. \$39; Non-spon. \$59

### Legal Advice on Buying/Selling Your Home

An experienced real estate lawyer explains the forms your real estate agent will use (listing contract, agreement of sale, title report, and settlement sheet). Additionally, we will discuss the home sale/purchase process, as well as how to work with the agent.

LSP 5924 / Length: 2.5 hours

**CRN 2199** T  
2/1  
7-9:30 p.m. **Online**

**CRN 569** T  
6/7  
7-9:30 p.m. **Online**

Cost: Spon. \$34; Non-spon. \$54

## NON-PROFIT CERTIFICATE

Designed for staff, program administrators, executive directors, board members, philanthropists, volunteers and those interested in employment in non-profit agencies. The certificate requires successful completion of four courses: Introduction to Non-Profits, Introduction to Fundraising, Grant Writing I, and Grant Writing II. Pursuit of Certificate is not required.

### Grant Writing I

Find out what it takes to receive grant funding for your nonprofit organization. Learn how to approach foundations and what is required to receive funding. Gain knowledge of grant sources, resources, and where to find them. Prepare a letter of inquiry and learn about the many components of a proposal including the budget. Become familiar with a variety of grant applications including web-based applications.

This course is designed for those seeking funding for nonprofit organizations.

CAR 3508 / Length: 4 hours

**CRN 276 F**  
**2/11**  
**9 a.m.-1 p.m.** **Online**

**CRN 2150 TW**  
**2/8-2/9**  
**6-8 p.m.** **Online**

**CRN 580 TW**  
**5/31-6/1**  
**6-8 p.m.** **Online**

Cost: Spon. \$105; Non-spon. \$135

### Grant Writing II

Learn the essential elements of a well written proposal. In this hands-on class students learn how to tell their story by defining and crafting components of a proposal such as the needs statement, program strategy, and impact statement in a way that appeals to funders. Students will identify measurable goals and outcomes and learn the importance of program evaluation.

Enrollment in Grant Writing I is encouraged.

CAR 3751 / Length: 6 hours

**CRN 508 F**  
**3/11**  
**9 a.m.-4 p.m.** **Online**

**CRN 2151 TW**  
**3/8-3/9**  
**6-9 p.m.** **Online**

**CRN 581 TW**  
**6/7-6/8**  
**6-9 p.m.** **Online**

Cost: Spon. \$149; Non-spon. \$179

## Introduction to Non-Profits

Learn the state requirements for soliciting gifts and the fundamentals of establishing an annual giving program in this overview of how to approach individuals, foundations and corporations.

CAR 1432 / Length: 10 hours

**CRN 1751 M**  
**3/21-4/19**  
**6-8 p.m.** **Hybrid**

Cost: Spon. \$199; Non-spon. \$249

## Introduction to Fundraising

Explore how to set up a successful fundraising program, manage a campaign, identify donors, host fundraising events and manage the step-by-step process for accepting gifts. This class will feature discussions on the current use of social media in fundraising, as well as how to identify potential corporate sponsors and how to present sponsorship opportunities for your organization.

CAR 3852 / Length: 10 hours

**CRN 1752 M**  
**4/25-5/23**  
**6-8 p.m.** **Hybrid**

Cost: Spon. \$199; Non-spon. \$249

## Empty Nesters

Designed to help seniors plan to move on to the next phase of life. Learn about resources and housing options to consider, and help put true priorities in order.

LSP 5895 / Length: 2 hours

**CRN 1192 W**  
**2/16**  
**6-8 p.m.** **Online**

**CRN 567 W**  
**6/15**  
**6-8 p.m.** **Online**

Cost: \$29

## Estate Planning for Baby Boomers

Don't leave a mess for your heirs. Presented by an estates attorney with a Master of Laws in Taxation, learn how to prepare your estate properly in the case of disability or death.

LSP 5899/ Length: 2.5 hours

**CRN 2206 T**  
**2/8**  
**7-9:30 p.m.** **Online**

**CRN 568 M**  
**6/6**  
**7-9:30 p.m.** **Online**

Cost: \$44

## FINANCIAL PLANNING

### Tax-Free Investing: It's Not What You Make, It's What you Keep

This is an educational program designed to inform individuals about the benefits and considerations of choosing investments that offer tax advantages. Join us to learn how certain investments can deliver tax-free income and possibly keep you in a lower tax bracket.

LSP 5935 / Length: 2 hours

**CRN 2187 T**  
**4/12**  
**6-8 p.m. Online**

Cost: Spon. \$29; Non-spon. \$49

### Leave It, Move It, Roll It, Take It: Know Your Employer's Retirement Plan Options

If you recently switched jobs or retired or are facing unemployment due to a layoff or downsizing, this seminar can help you determine what to do with the assets in your employer-sponsored retirement savings plan. We'll help you evaluate your retirement goals and potential investment strategies, and then we'll discuss the pros and cons of your options.

LSP 5936 / 2 hours

**CRN 2185 T**  
**3/8**  
**6-8 p.m. Online**

**CRN 582 W**  
**7/13**  
**6-8 p.m. Marple**

Cost: Spon. \$29; Non-spon. \$49

### Five Money Questions for Women

Women face unique financial circumstances. A strong financial strategy is vital. Ensure your financial strategy fits your lifestyle and needs. During this presentation, we explore five critical money questions for women.

LSP 5937 / 2 hours

**CRN 2184 R**  
**2/17**  
**6-8 p.m. Marple**

**CRN 625 W**  
**6/22**  
**6-8 p.m. Marple**

Cost: Spon. \$29; Non-spon. \$49

### Social Security: When to Collect?

At what age should you begin to collect Social Security benefits? Discuss how to make the big decision, learn strategies to maximize your benefit, and learn how working in retirement can affect your decision.

LSP 5707 / Length: 2 hours

**CRN 951 R**  
**2/10**  
**7-9 p.m. Online**

**CRN 2168 R**  
**4/7**  
**7-9 p.m. Online**

**CRN 564 R**  
**6/23**  
**7-9 p.m. Online**

**CRN 549 R**  
**8/4**  
**7-9 p.m. Online**

Cost: \$39

### Making Your Money Last

Recently retired or planning to retire soon? This workshop discusses ideas to help build a reasonable and sustainable strategy for managing income and expenses during retirement. We will explore how to address concerns such as inflation, healthcare expenses and market volatility.

LSP 5921 / 2 hours

**CRN 2186 T**  
**3/22**  
**6-8 p.m. Marple**

**CRN 583 W**  
**8/10**  
**6-8 p.m. Marple**

Cost: Spon. \$29; Non-spon. \$49

### Financial Workshop

We believe financial education is an important step in helping you achieve a better future. That is why our Financial Workshop: Your Source for Financial Education offers clear and practical investing education in a convenient and comfortable format. By attending our workshop, you'll gain a better understanding of the key principles of saving and investing and also learn specific strategies to help reach your long-term goals.

LSP 5929 / 6 hours

**CRN 2182 T**  
**1/11-1/25**  
**6-8 p.m. Marple**

Cost: Spon. \$87; Non-spon. \$107

### Time Matters: A Woman's Outlook on Retirement

Designed for women getting ready for or have recently retired. This program discusses retirement income strategies, including perspectives around Social Security, withdrawal and reliance rates. It also addresses how to prepare for the unexpected, including market and inflation risks, and the rising costs of healthcare and long-term care.

LSP 5923 / 2 hours

**CRN 2188 T**  
**4/26**  
**6-8 p.m. Marple**

Cost: Spon. \$29; Non-spon. \$49

## TEST PREPARATION

### Test of Essential Academic Skills (TEAS®) Prep

See [ed2go.com/dc3](http://ed2go.com/dc3) for online classes.

### SAT® Prep Course: Math

Covers math, algebra and geometry with emphasis on problem solving and interpretation of data. Book included. (No class 4/16)

YTH 9187 / Length: 9 hours

<b>CRN 1314</b>	<b>R</b>	<b>1/27-3/3</b> <b>6-7:30 p.m.</b>	<b>Marple</b>
<b>CRN 1882</b>	<b>S</b>	<b>3/19-4/30</b> <b>10-11:30 a.m.</b>	<b>UDC</b>
<b>CRN 179</b>	<b>TWR</b>	<b>8/9-8/18</b> <b>6-7:30 p.m.</b>	<b>Marple</b>

Cost: Spon. \$179; Non-spon. \$229

### SAT® Prep Course: Verbal and Reading Comprehension

Helps develop test-taking skills and strategies through exercises in vocabulary, reading, writing and grammar. Covers comprehension of short and long passages, analysis of fiction and nonfiction writings, SAT-type vocabulary, and recognition of grammatical errors in sentence and paragraph structure. No actual composition writing is involved. All questions are multiple choice. Book included. (No class 4/16)

YTH 9186 / Length: 9 hours

<b>CRN 1315</b>	<b>R</b>	<b>1/27-3/3</b> <b>7:35-9:05 p.m.</b>	<b>Marple</b>
<b>CRN 1883</b>	<b>S</b>	<b>3/19-4/30</b> <b>11:35-1:05 p.m.</b>	<b>UDC</b>
<b>CRN 180</b>	<b>S</b>	<b>8/9-8/18</b> <b>7:35-9:10 p.m.</b>	<b>Marple</b>

Cost: Spon. \$179; Non-spon. \$229

## INFORMATION SESSION

### ENGLISH AS A SECOND LANGUAGE

Tuesday, 1/11/2022  
6-7 p.m.  
Marple Campus

Call 610-359-5025 for more information, and to register.

CSP 9415 / Length 1 hour

**CRN 2163** **T**  
**1/11**  
**6-7 p.m.** **Marple**



## ESL

### English as a Second Language

Provides beginning, intermediate and advanced instruction in listening, speaking, reading and writing English. Book included.

NOTE: Students will all be tested on the first night of class. The results will place students in qualifying levels: beginners, intermediate, or advanced. All levels may not be available at every location. **Classes will begin the week after testing.**

CSP 5021 / Length: 40 hours

**Mandatory Placement Test-1/18**  
**CRN 1421** **TR**  
**1/18-3/29**  
**8:05-10:05 p.m.** **Marple**

**Mandatory Placement Test-2/8**  
**CRN 1420** **TR**  
**2/8-4/19**  
**7-9 p.m.** **UDC**

**Mandatory Placement Test-2/8**  
**CRN 2283** **TR**  
**2/8-4/14**  
**1-3 p.m.** **Marple**

**Mandatory Placement Test-2/22**  
**CRN 2284** **MW**  
**2/22-5/4**  
**1-3 p.m.** **UDC**

**Mandatory Placement Test-3/22**  
**CRN 1549** **TR**  
**3/22-5/26**  
**7-9 p.m.** **Exton**

**Mandatory Placement Test-3/21**  
**CRN 1596** **MW**  
**3/21-5/25**  
**10 a.m.-12 p.m.** **DTN**

**Mandatory Placement Test-6/7**  
**CRN 268** **MW**  
**6/7-8/23**  
**7-9 p.m.** **Marple**

**Mandatory Placement Test-5/31-8/9**  
**CRN 572** **TR**  
**5/31-8/9**  
**7-9 p.m.** **UDC**

Cost: \$375



## Elementary Grammar for Foreign Students

Learn and practice your grammar skills in this high beginning multi-skills course incorporating listening, speaking, reading, and writing activities focused on everyday life. Book included. Upon successful completion of this course, you may be eligible for three academic credits. (No class 2/21)

CSP 5268 / Length: 45 hours

**CRN 946 MW**  
**1/31-4/20**  
**8:05-10:05 p.m. Marple**

**CRN 612 MW**  
**6/6-8/24**  
**7-9 p.m. Marple**

Cost: \$399

## Writing for Foreign Students Learning English

Helps those who speak English as a second language to think and write in English. Grammar is taught along with basic writing skills. A speaking knowledge of English is required.

CSP 5232 / Length: 20 hours

**CRN 1316 R**  
**1/27-3/31**  
**6-8 p.m. Marple**

Cost: \$225

## TOEFL Prep Course

Skill-building practice in listening, speaking, reading and writing for students registering for the TOEFL exam. Also provides test-taking strategies. This is a test-preparation course for students who are already fluent in English. Does not include instruction in ESL. Book included.

CAR 3311 / Length: 44 hours

**CRN 2149 TR**  
**1/25-4/21**  
**8:05-10:05 p.m. Marple**

**CRN 575 TR**  
**5/24-8/11**  
**7-9 p.m. Marple**

Cost: \$399

## PROGRAMA ESL

### Inglés como segundo idioma

Ofrece enseñanza de escucha, habla, lectura y escritura de inglés para los niveles de principiante, intermedio y avanzado. El libro y el CD están incluidos.

NOTA: Se evaluará a todos los estudiantes en la primera noche de clase. Los resultados ubicarán a los estudiantes en niveles de calificación: principiantes, intermedios y avanzados. No todos los niveles podrían estar disponibles en todas las ubicaciones.

**Las clases comenzarán la semana siguiente a la evaluación.**

CSP 5021 / Duración: 40 horas

**Prueba de clasificación obligatoria: 1/18**

**CRN 1421 TR**  
**Del 1/18-3/29**  
**De 8:05-10:05 p.m. Marple**

**Prueba de clasificación obligatoria: 2/8**

**CRN 1420 TR**  
**Del 2/8-4/19**  
**De 7-9 p.m. UDC**

**Prueba de clasificación obligatoria: 2/8**

**CRN 2283 TR**  
**Del 2/8-4/14**  
**De 1-3 p.m. Marple**

**Prueba de clasificación obligatoria: 2/22**

**CRN 2284 MW**  
**Del 2/22-5/4**  
**De 1-3 p.m. UDC**

**Prueba de clasificación obligatoria: 3/22**

**CRN 1549 TR**  
**Del 3/22-5/26**  
**De 7-9 p.m. Exton**

**Prueba de clasificación obligatoria: 3/21**

**CRN 1596 MW**  
**Del 3/21-6/1**  
**De 10 a.m.-12 p.m. DTN**

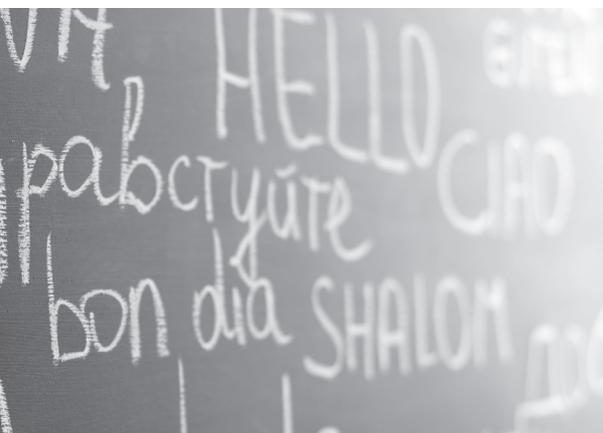
**Prueba de clasificación obligatoria: 6/7**

**CRN 268 MW**  
**Del 6/7-8/23**  
**De 7-9 p.m. Marple**

**Prueba de clasificación obligatoria: 5/31-8/9**

**CRN 572 TR**  
**Del 5/31-8/9**  
**De 7-9 p.m. UDC**

Costo: \$375



## Curso de gramática elemental para estudiantes extranjeros

Aprenda y practique sus destrezas gramaticales en este curso de destrezas múltiples para principiantes, que incorpora actividades de escucha, habla, lectura y escritura enfocadas en la vida cotidiana. El libro está incluido. Al concluir con éxito este curso, usted puede ser elegible para tres créditos académicos.

**(No habrá clases el 2/21)**

CSP 5268/Duración: 45 horas

**CRN 946 MW**  
Del 1/31-4/20  
De 8:05-10:05 p.m. **Marple**

**CRN 612 MW**  
Del 6/6-8/24  
De 7-9 p.m. **Marple**

Costo: \$399

## Curso de escritura para estudiantes extranjeros que aprenden el idioma inglés

Ayuda a los estudiantes que hablan inglés como segundo idioma a pensar y escribir en inglés. Se enseña gramática, junto con habilidades básicas de escritura. Se requiere hablar el idioma inglés.

CSP 5232/Duración: 20 horas

**CRN 1316 R**  
Del 1/27-3/31  
De 6-8 p.m. **Marple**

Costo: \$225

## Curso de preparación para el examen TOEFL

Es un curso donde se desarrollan habilidades de hablando, lectura y escritura para estudiantes que se inscriben para el examen TOEFL. Además, ofrece estrategias para el examen. Este es un curso de preparación para el examen, dirigido a estudiantes que ya dominan el idioma inglés. No incluye enseñanza del programa ESL. El libro está incluido.

CAR 3311/Duración: 44 horas

**CRN 2149 TR**  
Del 1/25-4/21  
De 8:05-10:05 p.m. **Marple**

**CRN 575 TR**  
Del 5/24-8/11  
De 7-9 p.m. **Marple**

Costo: \$399

## LEARNING OTHER LANGUAGES

Beginning courses introduce basics of pronunciation, sentence structure and vocabulary; intermediate courses review and improve comprehension and fluency.

Conversational courses require prior understanding of pronunciation, grammar and vocabulary, and will involve dialogues, conversations and oral readings.

Books included.

### Beginning Italian

CAR 2111 / Length: 16 hours.

**CRN 1753 W**  
1/19-3/9  
6-8 p.m. **Marple**

**CRN 573 MW**  
6/6-6/29  
6-8 p.m. **Marple**

Cost: Spon. \$189; Non-spon. \$219

### Beginning Italian II

**CRN 2152 W**  
3/23-5/11  
6-8 p.m. **Marple**

**CRN 551 MW**  
7/11-8/3  
6-8 p.m. **Marple**

Cost: Spon. \$189; Non-spon. \$219

### Beginning Spanish

CAR 2129 / Length: 16 hours.

**CRN 1811 R**  
2/3-3/24  
6-8 p.m. **Marple**

**CRN 574 TR**  
6/14-7/7  
6-8 p.m. **Marple**

**CRN 556 MW**  
7/11-8/3  
6-8 p.m. **Exton**

Cost: Spon. \$189; Non-spon. \$219

### Beginning Spanish II

**CRN 1755 R**  
4/7-5/26  
6-8 p.m. **Marple**

**CRN 554 TR**  
7/12-8/4  
6-8 p.m. **Marple**

Cost: Spon. \$189; Non-spon. \$219

## ARTS

### Anyone Can Draw

Study contours, space, composition and shading, using a variety of media that may include graphite, pen and ink, charcoal and pastels. Includes still life, landscapes and portraits. Supplies provided by the student; to be determined at first class.

LSP 5577 / Length: 18 hours

**CRN 2344 S**  
**3/5-4/9**  
**9 a.m.-12 p.m. Marple**

**CRN 626 T**  
**6/7-7/12**  
**6-9 p.m. Pennocks**

Cost: Spon. \$139; Non-spon. \$169

### Acrylic Painting

Learn the basics of acrylics in a studio setting, including care and use of materials, underpainting, light and shadow, color mixing, and paint application. Supplies provided by the student to be determined at first class. Bring sketching materials. No class 2/19.

CAR 3615 / Length: 18 hours

**CRN 2343 S**  
**1/15-2/26**  
**9 a.m.-12 p.m. Marple**

**CRN 584 T**  
**7/19-8/23**  
**6-9 p.m. Pennocks**

Cost: Sponsoring \$139; Non-Sponsoring \$169

## WRITING

### Creative Writing

Learn to make your fiction or non-fiction writing come alive with creative techniques. Learn to see in new ways, use your senses more accurately, set a mood, use people more effectively, handle conversation and create a point of view. Does not teach writing basics or English and does not cover poetry.

CAR 3080 / Length: 16 hours

**CRN 565 W**  
**4/6-5/11**  
**6:30-8:30 p.m. Hybrid**

Cost: Spon. \$129; Non-spon. \$159



## NEW!

### Beekeeping for Beginners

Do you want to become a beekeeper? This introductory course will help you get started. In this course you will learn honeybee anatomy and identification, the different stages of development, honeybee varieties, hives, setup, care, seasonal management, protective gear, tools and supplies that are needed to be a successful beekeeper. This class will be held on zoom for the first three sessions and then there will be some hands-on working the College's real hives at the Marple campus. Protective gloves and a face net will be required for the hands-on portion of the class.

CAR 5638 / Length: 12 hours

**CRN 574 S**  
**8/6-8/20**  
**9 a.m.-12:00 p.m. Marple**

Cost: Spon. \$219; Non-spon. \$249

## FLORAL DESIGN

### Adventures in Floral Design

**Week 1:** Explore the use of Line in design. Create your own floral arrangement using flowers, foliage & branches.

**Week 2:** Explore Ikebana—the Art of Japanese Floral Design.

**Week 3:** Explore the use of Texture in design. Create your own Floral Mosaic design using sand, flowers & other natural elements.

Bring floral shears and an apron to each class. Floral material will be provided.

CAR 5577 / Length: 6 hours

**CRN 2160 S**  
**2/26-3/12**  
**9-11 a.m. Marple**

**CRN 582 R**  
**6/2-6/16**  
**9-11 a.m. Marple**

Cost: Spon. \$189; Non-spon. \$209



## Adventures in Floral Design II

**Week 1:** Explore the effect of color in design. Create your own floral arrangement while learning to apply Color Harmonies.

**Week 2:** Explore the use of foliage in design. Create your own arrangement focusing on various foliages & dried materials.

**Week 3:** Explore flower arranging without using a container. Create your own hand-tied bouquet using fall flowers, foliage & various accents.

Bring floral shears and an apron to each class. Floral material provided.

CAR 5581 / Length: 6 hours

**CRN 2161 S**  
4/2-4/16  
9-11 a.m. **Marple**

**CRN 555 R**  
6/30-7/21  
9-11 a.m. **Marple**

Cost: Spon. \$189; Non-spon. \$209

## Spring Floral Workshop

Using branches and other natural materials, create a long lasting structure that will hold fresh flowers and be refreshed with more flowers as the spring & summer months progress. Bring floral shears, wire cutters and an apron to class. Other materials will be provided.

CAR 5578 / Length: 3 hours

**CRN 2162 S**  
5/7  
9 a.m.-12 p.m. **Marple**

Cost: Spon. \$75; Non-spon. \$95

## BON APPETIT

### Welcome to the Kitchen

Designed especially for the beginner cook. Learn safe food handling practices, introductory knife skills, and cooking basics for daily use in your kitchen. Gain confidence in your cooking skills and create delicious meals for family and friends to enjoy!

EAT 2004 / Length: 12 hours

**CRN 1810 T**  
2/1-3/8  
6-8 p.m. **Marple**

Cost: Spon. \$189; Non-spon. \$209

## HEALTH AND WELL-BEING

### Meditation and Mindfulness

During this class you will be introduced to experiencing meditation. Various techniques will be used to guide you into meditation. Meditation helps us deal with stress and anxiety while learning coping skills to cultivate patience to feel more at peace and calm in body, mind, and spirit. Everyone is welcome. Must bring a mat. No class 7/4.

LSP 5932 / Length: 5 hours

**CRN 2170 M**  
3/7-4/4  
7-8 p.m. **Marple**

**CRN 571 M**  
6/6-7/11  
7-8 p.m. **Marple**

Cost: Spon. \$69; Non-spon. \$99

### Yoga: Slow Flow

Slow Flow offers a creative and rhythmic vinyasa that gradually builds on yoga foundations. Sequencing moves from gentle to more challenging poses. The slower pace allows students to focus on alignment, breathing and stability. Open to all levels. The instructor will provide modifications and variations. Must bring mat.

LSP 5939 / Length: 10 Hours

**CRN 2309 W**  
1/5-2/23  
6-7:15 p.m. **Marple**

Cost: Spon. \$129; Non-spon. \$149

### Power Vinyasa

Power Flow represents flowing asanas (poses)-- creative sequences that link movement and breath. Power flow includes warm-up stretches, core work, standing and balancing poses. An incrementally faster-paced practice, power flow is dynamic with non stop transitions that engage, energize, and renew (cool-down) from head to toe, root to crown. Must bring mat.

LSP 5940 / Length: 10 Hours

**CRN 2310 W**  
3/23-5/11  
6-7:15 p.m. **Marple**

Cost: Spon. \$129; Non-spon. \$149

### Intro to Tai Chi and Qigong

Learn how to use the slow, soft, flowing movements of Taiji to open the joints, strengthen the muscles, and reduce tension. Qigong focuses on body balance, structure and breathing, and releasing tension in the muscles and joints. Participants will be standing for entire session.

LSP 5933 / Length: 8 hours

**CRN 2172 T**  
2/8-3/29  
6-7 p.m. **Marple**

Cost: Spon. \$110; Non-spon. \$130

# 37<sup>th</sup> Annual ELDERWEEK

## LEARNING, FUN AND FELLOWSHIP FOR PEOPLE AGE 55 AND OVER

May 17, 18, and 19, 2022

2020 was one heck of a year for all of us and WE WANT YOU BACK WITH US! Please, mark your calendar now for 2022 when ElderWeek RETURNS! Delaware County Community College's 37th Annual ElderWeek (AGAIN), for people 55 years of age and over, features dozens of lively, educational mini classes and the chance to socialize with new and old friends. Includes continental breakfast and your choice of three workshops each day, plus tempting lunches at the "ElderWeek Café", daily entertainment, door prizes and giveaways, and a gala "Graduation Party." Choose a low-cost, three-day or two-day option.

If you attended ElderWeek in 2019 or any other course at the College in the past three years, watch your mail in mid-February for details! Registration will open for classes March 21<sup>st</sup>.

If you're new to Delaware County Community College, call 610-359-5025 to add your name to our mailing list or check out [dcc.edu/ElderWeek](http://dcc.edu/ElderWeek).

*We look forward to seeing you there!*

# Kids Camp

Weekly Camps

**Camps are  
Monday-Thursday.**  
Ages 6-14  
June 27-July 28, 2022  
8:45 a.m.-4 p.m.  
*Registration opens April 4th!*  
**[dccc.edu/kids-camp](http://dccc.edu/kids-camp)**

**Programs include:**  
Game Coding, Dance, TV & Film,  
Music Production,  
Drone Adventures,  
Music Video Camp,  
Art Workshops,  
Cooking and Baking, and  
YouTube® Content Creators

## REGISTRATION INFORMATION

### TUITION WAIVER FOR COLLEGE OVER 60

Delaware County Community College will waive the tuition (tuition only-not fees) for one three credit or one non-credit course per semester for those individuals over 60 years of age. The maximum tuition waiver is equal to the tuition for a three credit course. For those individuals over 60 years of age who reside in non-sponsoring areas of Delaware County and Chester County, we will waive the tuition amount, however, you will be responsible for the non-sponsor fee, plus the fees that all students are responsible to pay (please see below). The tuition waiver is available for one course in each the fall and spring semesters. It is not available in either of the summer semesters.

Enrollment will be on a space available basis. Not all courses offered by the College qualify for the College Over 60 Program. **Registration will be limited to the two business days prior to the start of the class.** Proof of age (driver's license, birth certificate, passport, etc.) is necessary when first registering for the College Over 60 Program.

**Tuition amounts are waived, but course fees are the responsibility of the student.** Such fees include: materials, instructional, and registrations fees; these must be paid at time of registration. For students seeking credit courses, the tuition waiver plus other forms of financial aid awards and/or third-party payments received on behalf of the student cannot exceed tuition and eligible fee charges; if so, the College Over 60 tuition waiver will be reduced accordingly.

To determine your eligibility and the exact course cost, please call 610-359-5025 or 610-359-7344.

# REGISTRATION INFORMATION

## NON-CREDIT REGISTRATION

### Phone-in Registration

VISA, MasterCard, Discover or American Express only.

VISA, MasterCard, Discover or American Express only.

Call from 8:30 a.m. to 6 p.m. Monday-Thursday, and Friday 8:30 a.m. to 5 p.m.

Summer hours: 8:30-6 p.m. and the College is closed on Friday's May 20, 2022 through August 12, 2022.

**610-359-5025 • 610-359-7344**

### Fax-In Registration

VISA, MasterCard, Discover or American Express only.  
FAX: 610-359-5054

### Third-Party Billing

Accepted only on a PO or company letterhead. Must include complete billing address, contact name, phone number and signature of authorized company officer.

### Mail-In Registration

Complete the registration form on page 36 and include the necessary payment (check or money order made payable to DCCC, or credit card information).

### Walk-In Registration

Enrollment Central (located in the lobby of Founders Hall on the Marple Campus) is open from 8 a.m. to 8 p.m. Monday through Thursday, and 8 a.m. until 4 p.m. on Friday. Payment is required when you register.

### Records Processing Fee

A records processing fee of \$5 per term (for one or more courses) is charged to all non-credit students.

### Class Cancellation

The College reserves the right to cancel a course when registrations are fewer than the minimum required. Tuition and fees are refunded in full when a course is cancelled by the College. In addition, the College reserves the right to change time, instructors and/or location.

### Non-Credit Refund Policy

Students wishing to drop a course for which they registered will receive a 100% refund only if the appropriate office is notified before the start date of the course.

## Sponsoring School Districts

Sponsoring school districts in Delaware County support the College with tax dollars. Students from these districts pay lower tuition rates for most non-credit courses than do those from non-sponsoring districts. At present, the following districts sponsor the College:

- Chester - Upland
- Garnet Valley (Bethel residents only)
- Haverford
- Interboro
- Radnor
- Ridley
- Rose Tree Media
- Southeast Delco
- Springfield
- Upper Darby
- Wallingford-Swarthmore  
(Swarthmore and Rutledge residents only)
- William Penn

## Days of the Week Code

Monday . . . . .	<b>M</b>	Friday . . . . .	<b>F</b>
Tuesday . . . . .	<b>T</b>	Saturday . . . . .	<b>S</b>
Wednesday . . . . .	<b>W</b>	Sunday . . . . .	<b>U</b>
Thursday . . . . .	<b>R</b>		

## Services for Students with Disabilities

Students with disabilities are provided access to all of our programs and services. Students seeking accommodations for disabilities must contact the director of disability services located in Room 1335 at the Marple Campus.

For information about documentation requirements and reasonable accommodations, please contact the director at 610-325-2748 (V) or abinder@dccc.edu.

## Notice of Non-Discrimination

Delaware County Community College is an equal employment and educational opportunity institution conforming to all applicable legislation that prohibits discrimination. The College does not discriminate on the basis of race, color, religion, sex, age, national origin, disability, veteran status, sexual orientation or any other characteristic protected by state or federal laws in its educational programs, activities, admission or employment policies, as required by Title IX of the Educational Amendments of 1972, Section 504 of the Rehabilitation Act of 1973 and other applicable statutes. Inquiries concerning Title IX and/or 504 compliance should be referred to: Dr. Kendrick Mickens, Room 2170 (Marple Campus) 610-359- 5340.

**Delaware County Community College is an Equal Opportunity Employer**

\* **Statistics based on Commonwealth of Pennsylvania 2016 Regional High Priority Occupations**

# REGISTRATION FORM



## Mail form and payment to:

Delaware County Community College  
Community Education, Room 4157  
901 S. Media Line Road, Media, PA 19063-1094

## LOCATION CODES

### Delaware County

Marple Campus "Marple"  
Southeast Center "SEAST"  
Upper Darby Center "UDC"

### Chester County

Brandywine Center "DB"  
Downingtown Campus "DNT"  
Exton Center "Exton"

Pennocks Bridge Campus "PENN"  
Phoenixville Center "PHX"

Name \_\_\_\_\_ Student I.D. \_\_\_\_\_ Sex: M \_\_\_ F \_\_\_

Address \_\_\_\_\_ E-mail Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

School District \_\_\_\_\_ Phone \_\_\_\_\_ Date of Birth \_\_\_\_\_

*(where you reside)*

Please check here if your address is different from a previous DCCC registration.

**College Over 60 registrations are restricted to in person or phone registration two days prior to the start of class.**

CRN	Title	Amount
	<i>Records processing fee (all students)</i>	\$5
	<b>Total</b>	<b>\$</b>

*Students must be 17 years of age or older to take adult learning classes.*

Enclosed is my:  Check  Money Order (made payable to DCCC)

Charge my:  VISA  MasterCard  Discover  American Express

Account No. \_\_\_\_\_ Expiration Date \_\_\_\_\_

Signature \_\_\_\_\_

**Ideas for courses? Share your suggestions here:** \_\_\_\_\_

\_\_\_\_\_



# COLLEGE LOCATIONS

## DELAWARE COUNTY

**Marple Campus**  
901 S Media Line Road  
Media, PA 19063

**Southeast Center**  
2000 Elmwood Avenue  
Curtis Building  
Sharon Hill, PA 19079

**Upper Darby Center**  
Barclay Square  
1570 Garrett Road  
Upper Darby, PA 19082

## CHESTER COUNTY

**Downingtown Campus**  
100 Bond Drive  
Downingtown, PA 19335

**Exton Center**  
906 Springdale Drive  
Whiteland Business Park  
Exton, PA 19341

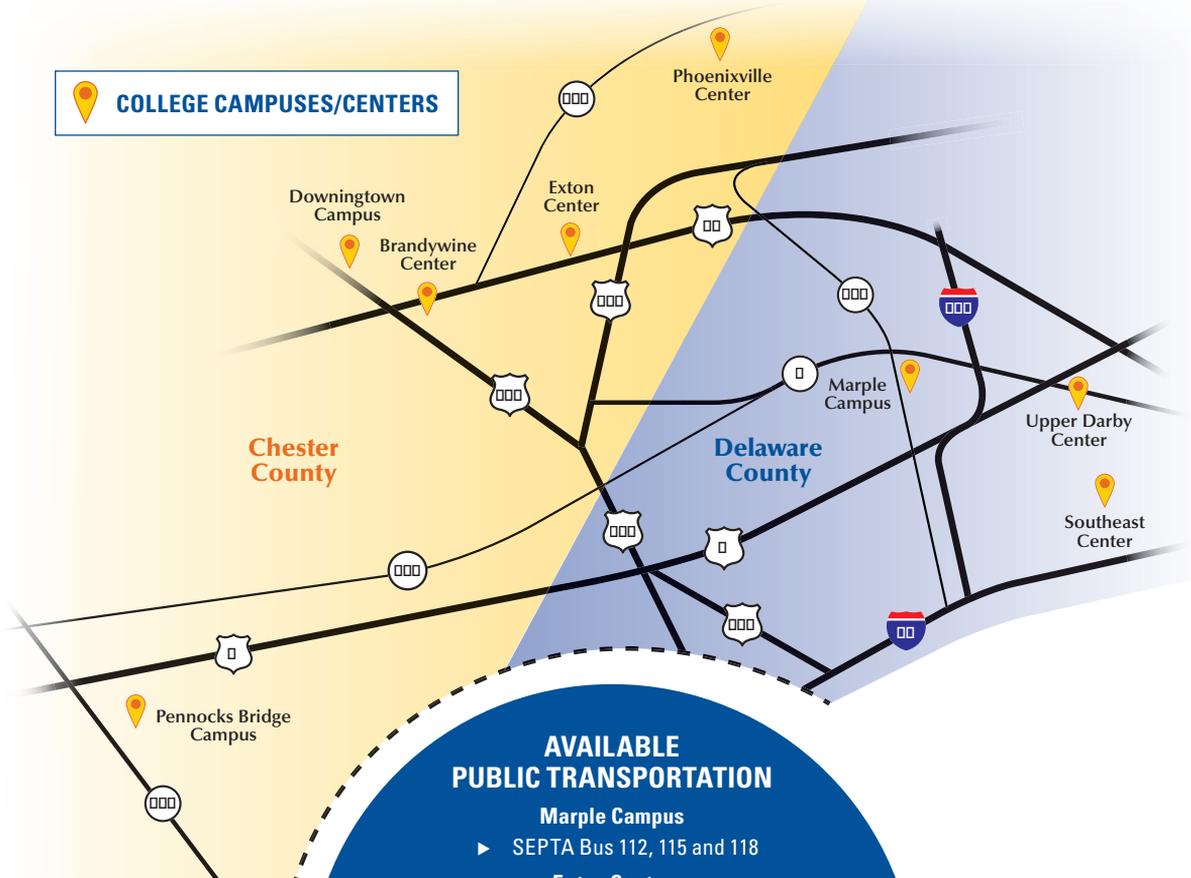
**Pennocks Bridge Campus**  
280 Pennocks Bridge Road  
West Grove, PA 19390

**Brandywine Center**  
455 Boot Road  
Downingtown, PA 19335

**Phoenixville Center**  
1580 Charlestown Road  
Phoenixville, PA 19460

[dccc.edu/locations](http://dccc.edu/locations)

### COLLEGE CAMPUSES/CENTERS



**AVAILABLE PUBLIC TRANSPORTATION**

**Marple Campus**

- ▶ SEPTA Bus 112, 115 and 118

**Exton Center**

- ▶ Paoli/Thorndale Line to SEPTA Bus 92 or 204

**Southeast Center**

- ▶ SEPTA Bus 113, 114 and 115
- ▶ Trolley Routes 101 and 102
- ▶ Wilmington/Newark Line

**Upper Darby Center**

- ▶ Train and bus access through 69th Street Transportation Center via Trolley Lines 101 and 102



*Breathe* **EASY**  
TOBACCO-FREE CAMPUS

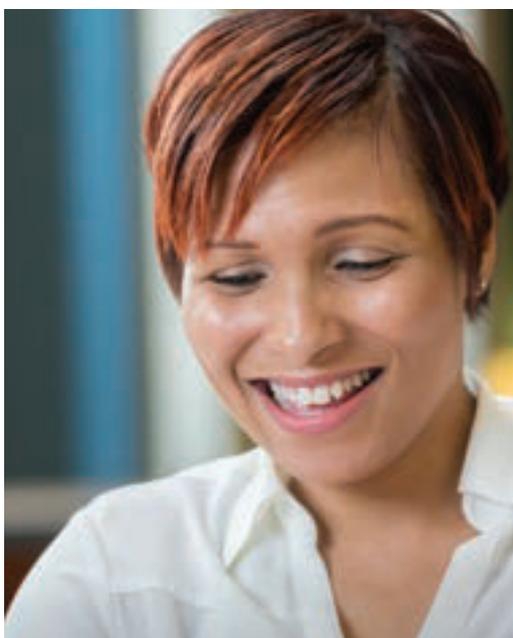
## Are you looking to return to work or change directions?

This **free** program can help you:

- ▶ Assess career/training options
- ▶ Enhance your confidence
- ▶ Refresh your Microsoft skills
- ▶ Identify your skills
- ▶ Perfect your resume
- ▶ Ace the interview

**ENROLLING THROUGHOUT  
THE SEMESTER.**

**NEW  
CHOICES** | Career  
Development  
Program



Call (610) 359-5232 -or-  
visit [dccc.edu/Newchoices](https://dccc.edu/Newchoices)

Delaware County  
Community College