CONTINUING EDUCATION

Schedule of Classes

visit www.gaston.edu for more information
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HOW TO REGISTER

You may register:

Online:
1. Visit www.gaston.edu and click on the
   WebAdvisor icon.
2. Select the yellow
   Continuing Education
   icon.
3. Select “Register and Pay
   for Continuing
   Education classes”.
4. Search the course topic using only
   one key word of the course title.
5. Select the course for which you would
   like to register.
6. Complete the online registration form
   and payment information. Be prepared
   to pay with a credit card using Visa,
   MasterCard, Discover, and American
   Express.

Walk-In:
Monday-Thursday
8:30a – 4:00p
Gaston College campuses
are closed on Fridays,
May 18 - August 10.
Dallas Campus
Myers Center, 2nd Floor
201 Highway 321 South
Dallas, NC 28034
704.922.6232

Like us on Facebook
Gaston College Continuing
Education Department

JUMP START YOUR CAREER

Become better prepared for interviews
and opportunities for employment in
local advanced Manufacturing, Retail,
Clerical, Customer Service and Service
industries in this short-term training.
An investment of 40 hours in training
can have an exciting impact on your
future.

Call 704.922.2244 for more information.
What is the cost for a Continuing Education class?
The tuition for state supported classes is based on course length and set by the North Carolina General Assembly. Technology and usage fees have been included in the advertised costs for applicable courses.

Classes that are self-supported vary in price; the cost is listed under the course description. Payment is expected at the time of registration. All costs must be paid for a student to be officially registered. Please register and pay for the class prior to the class start date.

What is your refund policy?
Full refunds will be made if a student officially withdraws from an occupational course prior to the first class meeting or if the course is cancelled by the college due to insufficient enrollment. Seventy-five percent refund of the tuition, but not fees, will be made if a student officially withdraws from an occupational course after the beginning date but prior to the 10 percent point of the scheduled course hours or during the first 10 days of a contact-hour course. Refunds of self-supported courses may be made if adequate course fees remain to cover all course expenses. (The refund policy is subject to change. Refunds will be issued in accordance with the current state and college policy).

How do I register for an ed2go course?
Effective May 2018, registration and payment for ed2go classes will be done on the ed2go website at www.ed2go.com/gaston/. Please visit the website and follow these steps:

1. Search for and select the class.
2. Select “Add to Cart”.
3. Select the start date.
4. Sign in.
5. Choose your payment option and purchase class.
6. Enjoy your class!

If you have questions about ed2go class registration, please email us at ConEd@gaston.edu.

How much will my textbook cost?
The cost of a textbook listed in the course description may change without notification and does not include sales tax. Please consult the Gaston College Bookstore before writing a check for a textbook. A bookstore is located on each of our three campuses.

When will my class meet?
• In each course description the class times are given followed by “a” (a.m./morning) or “p” (p.m./evening)
• The class location is given with a three (3) letter designation corresponding to locations given on page 12.

What happens if the class changes?
For the rare occurrence when a class needs to be moved to another date or location, the information will be posted on WebAdvisor. All registered students will be contacted by phone and/or email. If you register several weeks before the class, it is advisable to always check WebAdvisor to confirm class meeting time and location a few days beforehand.
Need skills? Get trained!

Gaston College’s Center for Workforce Excellence offers in-demand career development training that Gaston and Lincoln county companies seek for available job openings. Courses and short-term certificate programs enable participants to start a new career quickly or further enhance current skills. Local companies can utilize Center for Workforce Excellence programs as a screening tool when hiring for entry-level positions.

American Heart Association Courses (Hybrid)
Are you looking for a flexible and convenient way to meet your AHA training needs? Courses offered include Basic Life Support CPR, Heartsaver First Aid, CPR and AED for the workplace, Bloodborne Pathogens, Advanced Cardiac Life Support, and Pediatric Advanced Life Support.

Three simple steps:
1. Go to www.onlineaha.org and click on “Courses” or “Find a Course” to choose the course you desire. There are courses available to meet the needs of healthcare professionals, workplace, daycare centers, and the public. Take course online and print certificate upon completion.
2. Contact the EMS Office at gcems@gaston.edu or by calling 704.922.6241 for skills check-off costs and to schedule an appointment.
3. Attend the practice and skills check-off session and receive an official AHA card.

ASQ Certified Quality Engineer Refresher Course
Designed to prepare quality professionals for the Certified Quality Engineer (CQE) Examination that leads to CQE Certification from ASQ, this course will review the significant sections of the CQE Body of Knowledge including Simple Quality Tools, Statistical Techniques, Hypothesis Testing, Sampling Plans, Reliability, Quality Planning, Metrology, Auditing, Product and Process Design, Control of Non-conforming Product and Corrective Action. 24 hours - $695 (includes primer and solutions books)

5/19-6/23 S 9:00a-1:00p DSC 206
5/29-6/14 TTH 6:00p-10:00p DSC 206

ASQ Certified Quality Technician Refresher Course
This course will prepare professionals to take the American Society for Quality’s Certified Quality Technician (CQT) examination. ASQ’s CQT certification requires a comprehensive knowledge of quality philosophy and the ability to apply quality processes and quantitative methods to help the organization’s quality system achieve its goals. The Certified Quality Technician, in support of and under the direction of quality engineers or supervisors, analyzes and solves quality problems, prepares inspection plans and instructions, selects sampling plan applications, prepares procedures, trains inspectors, performs audits, analyzes quality costs and other data, and applies fundamental statistical methods for process control. 24 hours - $695 (includes primer and solutions books)

6/30-8/11 S 9:00a-1:00p DSC 206
7/10-7/26 TTH 6:00p-10:00p DSC 206
Basic Electrical Workshop: Troubleshooting & Repair
This course introduces the care/usage of tools and materials used in electrical installations. Topics include NEC, electrical safety; lighting; overcurrent protection; conductors; and branch circuits. Upon completion, students should be able to properly identify and correct wiring issues, and effectively use electrical distribution equipment associated with electrical installations.
40 hours - $149
5/22-6/21 TTH 5:30p-9:30p TBA

Basics in Website Development: Programming and Coding Skills
Learn the basic fundamentals in website development. Gain tech experience to become proficient with web development frameworks and applications, coding, design, databases, API integrations, server-side languages, software and more. Master essential techniques on how to be a front-line developer and build your own website. Offered in partnership with Tech Talent South.
48 Hours - $875
6/19-8/14 TTH 6p-9p CET 159

Building Maintenance Certification
This exciting new program introduces participants to the skills which will prepare you to perform a variety of duties required for effective maintenance of apartments and other commercial buildings. Successful completion will result in participants receiving a Building Maintenance Certification from Gaston College. Get a jump start on your career. For more information email ConEd@gaston.edu or call 704.922.6250.
180 Hours - $1,191

Certified Medical Administrative Assistant (CMAA) - ONLINE
Become a valuable member of the healthcare team that creates effective patient flow, allowing the practice to operate efficiently, increase revenue, and provide a positive experience for the patient. Upon completion of this program you will be prepared for the Certified Medical Administrative Assistant (CMAA) national certification exam offered by National Healthcareer Association (NHA). The registration fee for this exam is included with this program. You may begin this program at any time and will be given six months to complete the training. Visit https://careertraining.ed2go.com/Gaston/ for more information or email ConEd@gaston.edu to register. 160 Hours - $1,495

Certified Six Sigma Green Belt - ONLINE
In this course, you’ll learn how to effectively apply the concepts and methods of Six Sigma. You’ll discover how value-stream mapping, failure mode and effects analysis (FMEA), process capability, control charts, statistical process control (SPC), design of experiments (DOE), and many more—can increase your overall quality IQ. After completing this course, you’ll be prepared to sit for the Six Sigma Green Belt certification exam offered by the American Society for Quality (ASQ) as well as be positioned to add value to a wide variety of organizations, including manufacturing companies, service operations, and the government sector. You may begin this program at any time and will be given six months to complete the training. Visit https://careertraining.ed2go.com/Gaston/ for more information or email ConEd@gaston.edu to register. 120 Hours - $1,995

Electronic Notarization (E-Notary) Training
Become an e-Notary (electronic Notary) by successfully completing this class. This course covers the technology that allows documents to be electronically signed and notarized within a secure environment. To qualify to take this class, you must be a commissioned Notary
in North Carolina. Information will be covered about the approved electronic notary solution providers. You must pre-register and pre-pay before class. Once you are registered, be sure to bring a current photo ID to each class. Required textbook (Electronic Notarization Manual) is available in the college bookstore and must be purchased before entering the E-Notary class.

4 hours - $82

6/12 T 9a-1p LC TBA
7/11 W 9a-1p TBA

Forklift: Basic Operator
Gain the fundamental knowledge and skills necessary to operate a sit-down counterbalanced, LP gas powered forklift. Learn safety aspects, operations, basic maintenance, and OSHA compliance issues. Upon successful completion of the course, the student will earn an operator’s certificate. You must be 18 years old to participate in the course and to take the examination. Manual included in the cost of the course.

6 Hours - $85

6/5 T 8a-3p DSC 206
8/7 T 8a-3p DSC 206

Forklift: Train the Trainer
Train others to operate a forklift. Training is based on the requirements of the OSHA Standard to develop a forklift training class. Attendees should be experienced forklift (powered industrial) truck drivers. Manual included in the cost of the course.

7 Hours - $85

7/10 T 8a-4p DSC 206

Introduction to Massage Therapy
Are you interested in pursuing a career in Massage Therapy? Would you and a friend, spouse, or partner like to learn the beginning massage techniques just for fun? This one-day course is designed to give students an intriguing introduction to massage therapy. You will learn the history of massage, basic massage strokes, who can receive massages safely, and some of the NC laws related to the field of massage therapy. Participants must bring one set of twin sheets for use during class.

7 Hours - $72

5/19 S 9a-5p DBC 190
6/9 S 9a-5p DBC 190
7/14 S 9a-5p DBC 190

Notary Public
This is a required course to obtain a commission as a Notary Public in North Carolina. Highly recommended to all current Notaries as a refresher course. State prerequisites: Must be at least 18 years of age or legally emancipated, reside in or have a regular place of work or business in North Carolina, have a high school diploma or equivalent, and be able to speak, read, and write the English language. No felony conviction or civil judgment. Reside legally in the United States. You must pre-register and pre-pay before class. Once you are registered, be sure to bring a current photo ID to each class. Required textbook (North Carolina Notary Public Manual, 2016) is available in the college bookstore and must be purchased before entering the Notary Public class. This course is a total of 7 hours and costs $77. Additional costs include: commission fee, seal, oath of office, and a Notary Public Record Book should also be considered when registering.

7 Hours - $77

5/22 T 8:30a-4:30p LC 123
6/5 T 8:30a-4:30p DSC 208
6/14 T 8:30a-4:30p LC 123
6/18-6/20 MW 5:30p-9:00p KCH 201
7/9 M 8:30a-4:30p LC 123
7/19 TH 8:30a-4:30p DSC 208
7/23-7/25 MW 5:30p-9:00p KCH 230
8/14 T 8:30a-4:30p DSC 208

Certified Nurse Aide I
This course introduces basic nursing skills required to provide personal care for patients, residents, or clients in a health-
care setting. Upon completion, students should be able to demonstrate skills necessary to qualify as a Nursing Assistant I with the North Carolina Nurse Aide I Registry. For more information, or to receive a registration packet, please contact Kim Warwick at 704.748.5221.

160 Hours - $229  (includes $25 lab fee and $13 malpractice insurance)

5/30-7/31 M-TH 9a-2p  DBC 177/178
5/30-7/31 M-TH 9a-2p  LC 318
5/30-7/31 M-TH 4p-9p  DBC 177/178
5/30-7/31 M-TH 4p-9p  LC 318
5/30-7/31 M-TH 4p-9p  KCH 201

Certified Nurse Aide II
This course introduces basic nursing skills required to provide personal care for patients, residents, or clients in a healthcare setting. Upon completion, students should be able to demonstrate skills necessary to qualify as a Nursing Assistant II with the North Carolina Nurse Aide II Registry. For more information, or to receive a registration packet, please contact Kim Warwick at 704.748.5221.

160 Hours - $229  (includes $25 lab fee and $13 malpractice insurance)

5/30-7/31 M-TH 9a-2p  KCH 201

Introduction to PLC
This introduction to a programmable logic controller (PLC) and its associated applications includes ladder logic diagrams, input/output modules, power supplies, surge protection, selection/installation of controllers, and interfacing of controllers with equipment. Upon completion, students should be able to understand basic PLC systems and create simple programs. 16 hours - $249

5/22-5/31 TTH 8:30a-12:30p  TBA

PLC Programming & Application
This course provides a detailed study of programmable logic controller (PLC) applications, with a focus on design of industrial controls using the PLC. This course is designed to help maintenance technicians, electricians and other professionals modify and write PLC programs. Topics include PLC components, memory organization, math instructions, documentation, input/output devices, and applying PLCs in industrial control systems. Upon completion participants will be able to select and program a PLC system to perform a wide variety of industrial control functions. 32 hours - $349

6/5-6/28 TTH 8:30a-12:30p  TBA
the North Carolina Real Estate Broker License exam. Required textbook is available in the college bookstore.

81 Hours - $191
5/16-8/13 MW 6-9p KCC 115

**Senior Professional in Human Resources**
Are you currently in human resources and wanting to move to the next level? In this online program you will master the skills needed to advance your human resources career. Designed for experienced Human Resources Professionals, this program will prepare you for the Senior Professional in Human Resources (SPHR) and Society for Human Resources (SHRM-SCP) certification exams. You may begin this program at any time and will be given six months to complete the training. Visit [https://careertraining.ed2go.com/Gaston/](https://careertraining.ed2go.com/Gaston/) for more information or email ConEd@gaston.edu to register.

120 Hours - $1,795

**Machine Guarding**
Participants will learn practices and procedures on various types of common machinery and their related safety standards. This knowledge will keep them in compliance and, best of all, protect your employees!

4 Hours - $57
5/14 M 8a-12p LC TBA
7/16 M 8a-12p KCC 219

**Lockout/Tagout**
This course will break down the OSHA regulations, including processes and procedures that are necessary to disable machinery or equipment in order to prevent potential hazards. During this course, the facilitator will answer questions to help guide participants through interactive discussion and activities.

4 Hours - $57
5/14 M 1-5p LC TBA
7/16 M 1-5p KCC 219

**Personal Protective Equipment (PPE)**
Hazards exist in every workplace in several forms, whether flying objects, chemicals or noise. Using the proper PPE will help ensure that employees remain safe when working around the many hazards a company may have. This course will cover the key elements of the OSHA PPE regulation and will train participants on how to use PPE safely in the workplace.

4 Hours - $57
5/15 T 1-5p LC TBA
7/17 T 8a-12p KCC 219
Arc Flash NFPA 70E
Participants will hear from our professional trainer about the definition and explanation of Arc Flash NFPA 70E and its standards, including the changes of Arc Flash NFPA 70E standards, requirements of an electrically qualified person, and a summary of Arc Flash Hazards.
4 Hours - $57
5/15 T 8a-12p LC TBA
7/17 T 1-5p KCC 219

Hazard Communication
This course provides an easy and effective way to communicate the new hazard standards according to the new OSHA compliance schedule while engaging all employees in the continuous improvement of their safety culture.
4 Hours - $57
5/16 W 1-5p LC TBA
7/18 W 8a-12p KCC 219

General Industry Hazard Awareness
Designed to provide tools and information necessary to conduct Hazard Assessments at General Industry sites, this course includes recognition of existing hazards in the areas of Equipment, Ergonomics, Chemical, Physical and Work Practices, documentation of assessment data, as well as development of control mechanisms.
4 Hours - $57
5/16 W 8a-12p LC TBA
7/18 W 1-5p KCC 219

Confined Space Awareness
During both discussion and activities, participants will learn key elements of the OSHA Permit-Required Confined Spaces regulations and procedures that will keep you in compliance and, best of all, protect your employees. The course will also provide procedures for self-rescue, non-entry rescue, entry rescue by company employees, and entry rescue by emergency responders.
2 Hours - $37
5/17 TH 3:30-5:30p LC TBA
7/19 TH 8a-10a KCC 219

Bloodborne and Airborne Pathogens Training
If you may come into contact with blood or other potentially infection materials while working, OSHA 29 CFR 1910.1030 requires employers to safeguard employees through annual training. This training will cover occupational exposure, exposure control plan, and precautions.
2 Hours - $47
5/17 TH 1-3p LC TBA
7/19 TH 10:30a-12:30p KCC 219

Emergency Action Plans
Attendees of this course will be provided with a step-by-step process for customizing strategies that provide for the safety of personnel, properties, and facilities.
4 Hours - $57
5/18 F 8a-12p LC TBA
7/20 F 8a-12p KCC 219

Fire Protection Plans and Extinguisher Training
This course will show participants how to reduce fire risks through lecture and hands-on activities. The course covers details of OSHA’s 1910 Subpart L (1910.155 through 1910.165) Basic precautions for preventing fires, protecting workers, proper equipment usage, and proper usage of portable fire extinguishers.
4 Hours - $57
5/18 F 1-5p LC TBA
7/20 F 1-5p KCC 219
HUMAN RESOURCES DEVELOPMENT (HRD)  NO COST

Are you ready to prepare for that next job, new career, better life? Gaston College has EXCITING NEW CLASSES that are available and start every two weeks. Through our Human Resources Development (HRD) program, you will focus on 1) developing basic keyboarding, word-processing and Internet skills, 2) learning technology-based job search strategies to include the use of social networking along with LinkedIn, 3) applying for employment online, and 4) accessing governmental and educational resources and services. It's EASY to learn what classes are available, what you can take and when:

1. Pick up a flyer at the Gaston or Lincoln NCWorks Career Center OR
2. Grab a flyer at any campus of Gaston College OR
3. Call 704.922.2244 or email HRD@gaston.edu for more information.

Note: If you are unemployed or meet the State/Federal guidelines for underemployed individuals, the classes are at NO COST to you!

Computers for Medical Office
This course explores skills and strategies designed to provide employability skills training and career exploration for the role in the Medical Office. Medical terminology and the use of computers to identify the workforce skills needed to process patient records, schedule appointments, create insurance claims, file and print super-bills, reports, statements and claims. Class also includes professionalism, customer service, communication skills, workplace ethics, business etiquette, confidentiality and more.

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Basic Computer Technology Awareness
Learn basic computer, keyboarding, word-processing, Internet, and email skills. Also gain technology-based job search strategies to include the use of social networking and LinkedIn, applying for employment online, and accessing governmental and educational resources and services. Also explore workplace skills needed such as: netiquette, customer service skills, work ethics, employer expectations, career exploration, and job-seeking and keeping skills (including using NCWorks).

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Jump Start Your Career
Get better prepared for the interview and opportunity for employment in local advanced Manufacturing, Retail, Clerical, Customer Service and Service industries with this short-term training. This course is designed to address specific reemployment and employability needs. You will gain valuable lessons respective to skills needed to successfully navigate job re-entry or entry, retention and performance, so as to achieve the individual’s potential and contribute to the strategic direction of the workforce they are entering.

5/21-5/31 M-TH 12-5p DSC 211
6/18-6/28 M-TH 12-5p DSC 211
7/30-8/9 M-TH 12-5p DSC 211

LABS AND WORKSHOPS
These off-campus drop-in labs and workshops have been scheduled to give you more opportunities to learn and practice the skills you need to find the employment you want.

A+ on Your Next Interview
Learn how to “Sell Yourself in a Job Interview in 45 Seconds or Less”? Know your skills. Be comfortable presenting and selling yourself with confidence. You are a unique brand/product. Who knows you better than you? This workshop is offered on Wednesday mornings from 8-10a and 10a-12p at NC Works Career Center, 1391 Bessemer City Rd., Gastonia, 28052.

Basic Computer Technology and Occupational Effectiveness Skills
Practice basic computer and office skills while learning how to present yourself in the most positive light. This lab is open from 8a-1p on Thursdays at the Goodwill Job Connection 116 Armstrong St., Gastonia, NC 28056. Call 704.916.1610, ext. 1610 for more information.

Career Assistance Lab
Receive assistance in preparing your resume or for an upcoming interview. The lab is available at these locations on certain days and times:

• Goodwill Job Connection
  116 Armstrong St., Gastonia
  704.916.1610
  Wednesdays from 9a-12:30p

• NCWorks Career Center
  1391 Bessemer City Rd., Gastonia
  704.853.5328
  Tuesdays and Thursday from 8:30-10:30a and 10:30a-12:30p and Wednesdays from 12:30-4:30p

Make Your Resume Work for You
Come attend this open lab to learn how to make your resume stand out from the crowd.

EMPLOYABILITY LAB
NEW
Gaston College is offering a NEW Class just for you!

Need help with that resume, cover letter, or completing applications, interviewing, or update computer skills and/or soft skills!

Gaston College is offering an Employability Lab for Unemployed and Underemployed individuals at the NCWorks Center located at 1391 Bessemer City Rd., Gastonia, NC. Call 704.922.2244/704.922.6546 or email HRD@gaston.edu for more information or just come on in to the NCWorks Career Center! No appointment needed!

Tuesday & Thursday - 8:30a-12:30p
Monday & Wednesday - 12:30-4p
For more information contact Donna Blake at blake.donna@gaston.edu or 704.922.2267. You may also contact Chris Thompson at 828.726.2380.

Gaston College, in collaboration with Caldwell Community College and Technical Institute (CCC&TI), offer Truck Driver Training, which is certified by the Professional Truck Driver Training Institute (PTDI). This 8½-week class consists of classroom instruction, range driving, and road driving. Students completing this course will be prepared to operate tractor-trailer rigs, acquire a commercial driver’s license, and become a professional driver.

The next class begins **August 9**. Please attend the mandatory **orientation scheduled for July 18 at 10a** in Dalpiaz, Room 208. Registration information will be provided at that time.

rest to employers and be successful in your job search. Learn the words with the most impact as well as how to analyze your skills and “sell” them to potential employers. NC Works Career Center of Lincolnton, 529 N Aspen St, Lincolnton, NC 28092, on Wednesdays from 9a-12p and 1-4p.

**National Career Readiness Certification (NCRC)**
A National Career Readiness Certification (NCRC) lab is now available for you to assess and build your workplace skill levels in Applied Math, Graphic Literacy, and Workplace Documents, as well as all other ACT WorkKeys assessments. Prepare to get your NCRC and be part of our local “certified workforce”. This lab is open from 8:30a-11:30a Mondays, Tuesdays, and Wednesdays at the Goodwill Job Connection 116 Armstrong St., Gastonia, NC 28056. Call 704.916.1610, ext. 1610 for more information and lab closure dates.
FIRE AND RESCUE TRAINING

Gaston College’s Fire Protection, Emergency Management, and Firefighter Certification programs offer opportunities to begin or advance your career in the fire and emergency management fields.

Visit the Regional Emergency Services Training Center on the Dallas Campus and learn more about NC Firefighter Certification, specialized training schools, and seminars that are offered throughout the year.

Call today to learn how you can earn an Associate Degree or enroll in Continuing Education classes that will help you achieve your goals.

For more information contact Josh Crisp at 704.922.6258 or Ann Davis at 704.922.6256 or visit www.gaston.edu

EMERGENCY MEDICAL SERVICES

ASSOCIATE DEGREE & CONTINUING ED PROGRAMS

Certifications include:
• Emergency Medical Technician
• Paramedic

Specialized courses available throughout the year include:
• Advanced Cardiac Life Support
• Pediatric Advanced Life Support
• EMS Instructor Training
• EMP and Paramedic Transition

Courses on operation and planning for weapons of mass destruction offered twice a year. Enroll today!

Employment opportunities include:
• Ambulance Services
• Fire and Rescue
• Specialty areas of Hospitals, Education, Government, Industry, and more!

For more information contact: gcems@gaston.edu or call 704.922.6241
BASIC LAW ENFORCEMENT TRAINING
CRIMINAL JUSTICE ACADEMY

This course covers the basic skills, knowledge and abilities needed for entry-level employment as a law enforcement officer in North Carolina. This is a 624 hours course that is divided into six (6) general units of study: legal, patrol duties, law enforcement communications, investigations, practical application and sheriff-specific. Upon successful completion, the student will be able to demonstrate competence in the topics and areas required for the state comprehensive certification examination. This is a certificate-level course.

Daytime and evening classes are available. Daytime classes begin in January and August of each year. Evening classes begin in September.

Admission requires that students must:

- Be at least 20 years of age
- Be a United States citizen
- Successfully complete the reading and writing placement tests
- Have a High School diploma or GED®
- Pass the criminal history background check
- Complete a Gaston College application

For more information contact: hoyle.melanie@gaston.edu or call 704.922.6531

Location Key
Economic and Workforce Development (Continuing Education) programs have the flexibility to offer a wide range of short-term, diverse courses and specialized services. Standard or customized courses are available to business and industry clients on-site or on campus. Free basic skills assessments, study labs, and job readiness courses are also available in both counties.

AHS Ashbrook High School Motorcycle Range, behind 2222 South New Hope Road, Gastonia

DBC David Belk Cannon Health Education Institute, Dallas Campus

DSC Dalpiaz Student Success Center, Dallas Campus

KCC Kimbrell Campus, Classroom Building, Belmont

KCH Kimbrell Campus, Harney Hall, Belmont

LC Lincoln Campus, 511 South Aspen Street, Lincolnton

LIF Pearson Life Skills Building, Dallas Campus

PTI Pharr Trade and Industrial Center, Dallas Campus

TBA To Be Announced

Campus maps and directions can be found on the Gaston College website: www.gaston.edu/locations-maps-directions.
PERSONAL ENRICHMENT

Introduction to Massage Therapy
Are you interested in pursuing a career in Massage Therapy? Would you and a friend, spouse, or partner like to learn the beginning massage techniques just for fun? This one-day course is designed to give students an intriguing introduction to massage therapy. You will learn the history of massage, basic massage strokes, who can receive massages safely, and some of the NC laws related to the field of massage therapy. Participants must bring one set of twin sheets for use during class.
7 hours - $72

5/19  S  9a-5p  DBC 190
6/9  S  9a-5p  DBC 190
7/14  S  9a-5p  DBC 190

Yoga: Easy Does It
This gentle style of yoga teaches you how to incorporate the movements into your daily schedule so you may live a more flexible and balanced life. All ages and conditions are invited. Come join this light-hearted class and discover how your body can work for you.
10 hours - $55

5/29-7/24  T  9-10:15a  DBC 130

Yoga: Fluffy Girl
Created for ladies with or without large bodies in mind, this class will focus on women that want a non-judgmental approach to movement and health. Bring your sense of humor and get ready to relax. The next thing you will know moving in your daily life will be easier!
10 hours - $55

5/31-7/26  TH  6:30-7:45p  DBC 130

Yoga: Yin
Based on each individual’s needs, this class can be gentle or intense. This style of yoga focuses on the connective tissues of the lower back and hips and is great for anyone that sits or walks for long periods of time. This class can be taken by all ages and conditions.
10 hours - $55

5/29-7/24  T  4-5:15p  DBC 130

www.gastone.edu
Do you want to upgrade your skills, but don’t have the time to fit a traditional, on-campus class into your hectic schedule? Gaston College offers non-credit continuing education courses over the internet. Enroll and study in the privacy of your own home.

- No commuting to class
- 2.4 CEUs earned for most completed courses
- Course materials available 24/7
- Designed to fit your budget
- Many approved for teacher renewal credit
- Course Start Dates: **May 16, June 13, July 18,** and **August 15**
- Listed below are some of our most popular courses. If you do not see the course you are interested in, please go to www.ed2go.com/gaston to see a complete course list.

### Accounting Courses
- Accounting Fundamental
- Introduction to Crystal Quickbooks 2014 (2 levels)

### Basic Computer Literacy
- Computer Skills for the Workplace
- Keyboarding
- Introduction to Windows 8

### Computer Applications
- How to Get Started in Game Development
- Microsoft Excel (3 levels)
- Microsoft Word (3 levels)

### Internet
- Blogging and Podcasting for Beginners
- Learn to Buy and Sell on eBay
- Understanding the Cloud

### Languages
- Conversational Japanese
- Instant Italian
- Speed Spanish (3 levels)

### Personal Development
- Grammar Refresher
- Happy and Healthy Pregnancy
- Jumpstart Your Career with LinkedIn

### Sales & Marketing
- Business and Marketing Writing
- Marketing Your Business on the Internet
- Using Social Media in Business

### Teacher Renewal
- Common Core Standards for English/Language Arts K-5
- Solving Classroom Discipline Problems
- Teaching Smarter with SMART Boards
- The Creative Classroom

### Test Prep
- GMAT Preparation
- GRE Preparation
- LSAT Preparation
- SAT/ACT Preparation

### Web Page Design
- Creating Web Pages (3 levels)
- Creating WordPress Websites
- Designing Effective Websites
ED2GO - NEW! CAREER TRAINING

Gaston College, in partnership with ed2go, offers non-credit online open enrollment programs designed to provide the skills necessary to acquire professional level positions for many in-demand occupations.

Our programs are designed by a team of professionals from each respective field, providing you with effective web-based learning programs. Instructors/mentors are actively involved in your online learning experience, responding to any questions or concerns, as well as encouraging and motivating you to succeed.

With 250 programs to choose from you are sure to find a program that meets your career training goals! Program length and tuition varies by program. Here are a few programs being offered. If you do not see the program you are interested in, please visit www.careertraining.ed2go.com/gaston to see a complete course list.

Arts & Design
Adobe Certified Associate
Video Game Design & Development

Business
Supply Chain Management
OMCP® Marketing Professional

Computer Applications
Microsoft Certification(s)
Professional Bookkeeper

Computer Programming
JAVA Programmer
UNIX Administration Basics

Construction & Trades
Building Analyst
Home Inspection Certificate

Hospitality
Travel Agent Training
Certified Wedding Planner

Health & Fitness
Certified Health Records Specialist
Certified Pharmaceutical Representative

Information Technology
Comp TIA A+
Help Desk Analyst

Language
Professional Translator

Legal
Certified Family Mediator

Education
Child Development Associate

Writing
Technical Writing

If you do not see the program you are interested in, please visit www.careertraining.ed2go.com/gaston to see a complete course list.
English as a Second Language (ESL)  
**FREE!**

ESL assists individuals with limited English speaking skills to learn basic language skills. A placement test is required for all participants on our Dallas, Kimbrell and Lincoln campuses.

For information, on the Lincoln Campus: email propst.tonya@gaston.edu or call 704.748.5205; on the Dallas Campus email butler.belinda@gaston.edu or call 704.922.6545.

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**HIGH SCHOOL EDUCATION**

**Adult High School (AHS) and High School Equivalency (HSE)**

If you would like to earn your Adult High School Diploma or High School Equivalency Diploma please attend one of our **FREE** Student Success Classes:

**It is not too late to finish what you started in high school and earn your high school diploma!**

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**Adult High School (AHS)**

To enroll in the Adult High School Diploma Program, you must attend an AHS Student Success Class. This is a free two-day class held on Monday & Tuesday. There will be at least two opportunities per month on the Dallas Campus to attend one of these classes. You may choose a morning class which meets from 9a-12p, or an evening class which meets from 5:30-8:30p. Some of the topics covered in class are: the steps to earning your AHS Diploma, technology training, time management, conflict resolution, test-taking and study skills, placement testing, and self-advocacy. You will also receive academic counseling and register for your **FREE** Adult High School Classes.

You will begin your AHS classes on the Wednesday immediately following completion of your Student Success Class. AHS Classes meet on Tuesday, Wednesday, and Thursday of each week. There are morning, afternoon, and evening classes available to meet almost any scheduling requirements.

You must bring the following items to the first day of the AHS Student Success Class:

1. Driver's license, ID or any government issued picture ID.
2. Social Security Card or Tax Identification.
3. Unopened, official transcript from the last school attended which will be evaluated to determine credits.
that may be transferred to the AHS Program.

If you are only 16 or 17 years old, you will need to provide completed minor paperwork, along with the above three documents. The Minor Paperwork Packet may be picked up at the Life Skills office on the Dallas and Lincoln campuses.

The AHS Student Success Class is held at the following locations:
Dallas Campus, Pearson Life Skills Building, Rm 115
For more information please call: Dallas Campus: 704.922.6319
Lincoln Campus: 704.748.5205

**High School Equivalency (formerly known as GED®)**

To enroll in the High School Equivalency Program, students must attend the Basic Skills (BSSS) Student Success Class. Classes start on designated Tuesdays and meet for several days during the week. The student must choose a morning class which meets from 9a-12p or an evening class which meets from 5:30p – 8:30p. Any returning students who have been out of class three months or more must also attend the full class schedule. Some of the topics covered in class are: the steps to earning your HSE, the HSE Scholarship, conflict resolution, study skills, basic career assessment, placement testing, and assignment to appropriate classes.

Two forms of identification are required to enroll:
1. Valid state driver’s license or ID or government ID. (Student must have the actual card and not a printout from the DMV.)
2. Social Security Card

Additionally, students who are 16 and 17 years old will need to provide Minor Paperwork, along with the above two documents. The Minor paperwork packet is provided by the Life Skills office on the Dallas and Lincoln campuses.

The HSE Student Success Class is held at the following locations:
Dallas Campus, Pearson Life Skills Building, Rm 116E
Lincoln Campus, Main Building, Rm 118

For more information please call: Dallas Campus: 704.922.6545 or 704.922.6320
Lincoln Campus: 704.748.5205 or 704.748.5206
AUTOMOTIVE

NC Auto Safety
This is the state-required certification for all individuals seeking authorization to perform annual motor vehicle safety inspections. This class DOES NOT meet training requirements for emissions testing. This eight-hour course is used for new certifications as well as the renewal certifications as required by the DMV. Textbook included in the cost of the course.
8 Hours $90

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OBD II Emissions - NEW
This eight-hour course will allow inspectors to become certified in emissions inspections for North Carolina State inspections, NC Department of Motor Vehicles. Required textbook is included in the price of the class.
8 Hours - $90

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OBD II Emissions – Renewal
This eight-hour class will satisfy the renewal of a North Carolina emissions inspection license required by NC Department of Motor Vehicles. Required textbook is included in the price of the class.
8 Hours - $90

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Vehicle Escort
This course provides the certification required by the North Carolina General Statutes for oversize/overweight vehicle escorts. There is a test at the end of the course. Textbook and materials included in the cost of the course.
8 Hours - $77

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MOTORCYCLE SAFETY

Motorcycle Basic RiderCourse
Learn to control your motorcycle and reduce the risks involved in riding. Although the DMV motorcycle skills test will be waived, the course does not exempt each applicant from taking the required North Carolina Department of Motor Vehicles written test. Some insurance companies give a discount upon successful completion of the class. Two hours of the class will be completed online. The Saturday and Sunday classes allow for driving time on the motorcycle range.
18 Hours - $187 (insurance included)

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3-Wheel Basic RiderCourse
This is a basic, entry-level, learn-to-ride 3-wheel motorcycle training and education course. It provides the same fundamental skills as the MSF Basic RiderCourse, but on 3-wheel, 3-track motorcycles (not sidecars). RiderCoaches who have been trained and certified by the MSF conduct the course, which consists of both classroom and hands-on instruction including classroom instruction, riding exercises and a knowledge and skill test. A completion card and a DMV Skills Test License Waiver will be issued on successful completion of the course.
16 Hours - Promotional rate of $75 available through Can-Am; visit the following link for registration and payment - https://can-am.brp.com/spyder/learntoride/registration.html. Select North Carolina as the state, and Dallas as the location.

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704.922.2244
BASIC RIDER COURSE
MOTORCYCLE

Learn to control your motorcycle and reduce the risks involved in riding.

The DMV motorcycle skills test will be waived, but the course does not exempt each applicant from taking the required North Carolina Department of Motor Vehicles written test. Course information available above.

Please contact 704.922.2244 or email ConEd@gaston.edu for a list of supplies needed for the first class.

DEFENSIVE DRIVING
New Online Pre-Registration
Available at https://goo.gl/forms/WO7ZiZWQvavl4QUo2
Please email ConEd@gaston.edu for more information.

Attitudinal Driving Dynamics (ADD-8)
ADD-8 is a defensive driving course about making choices. Every day you make choices – what you are going to do, what road you will take, how you will choose to drive. Each day is a continual process of making choices, one after another. The hope is that after completing this course, your choices for safe driving are your number one choices. This course satisfies court ordered 8-hour classes, attorney ordered classes, or those requirements for states that require more than four (4) hours in a defensive driving course. **Online pre-registration required.**

8 Hours - $114

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Alive at 25
According to highway safety statistics, inexperienced drivers are involved in the most accidents. The Alive at 25 program is designed to assist drivers between the ages of 16-24 in making good driving decisions. This highly interactive session will help these young drivers to be “Alive at 25”. **Online pre-registration required.**

4 Hours - $79

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MOTORCYCLE

Learn to control your motorcycle and reduce the risks involved in riding.

The DMV motorcycle skills test will be waived, but the course does not exempt each applicant from taking the required North Carolina Department of Motor Vehicles written test. Course information available above.

Please contact 704.922.2244 or email ConEd@gaston.edu for a list of supplies needed for the first class.

Defensive Driving/Automotive/Motorcycle Safety/Defensive Driving
704.922.2244

Like us on Facebook: Gaston College Motorcycle Safety

www.gaston.edu
Defensive Driving Course (DDC-4)
If you have been charged with a traffic violation and the charge was NOT in a school or work zone, or does not involve the use of alcohol, you may be eligible for this course, which is offered in cooperation with the District Courts in Lincoln and Gaston counties and the North Carolina Safety & Health Council. **Online pre-registration required.**

4 Hours - $79

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WE WANT TO HEAR FROM YOU!

- Do you and your coworkers need training on a job-related skill?
- Are you part of a community group that would like training on a specific topic?
- Do you and a group of friends want to learn a new hobby?
- We are able to schedule innovative programs to meet community needs at your location.

For more information please contact **Jodi Huffman** at huffman.jodi@gaston.edu or call **704.922.6250**.

If you are qualified to teach a specific subject that may meet job enhancement or personal enrichment needs, we would like to hear from you.
Coming this summer!
Gaston College Summer Camp Program
- Discover GC

See a listing of 2018 sessions below!

For more information email
summercamp@gaston.edu
or call 704.922.2244

Registration
To register online, go to www.gaston.edu, click on WebAdvisor, and follow the links for Continuing Education and search the keyword(s) of the title. Select the camp(s) you would like your child to attend. Then complete the online registration form and payment information. Be prepared to pay with a credit card using Visa, MasterCard, Discover, or American Express. A packet of additional camp forms will be mailed to you.

For more information, please visit www.gaston.edu “Find Your Program”: Summer Camp or call 704.922.6251.

A321 Advanced Manufacturing
Fun, hands-on lab sessions in computer aided-design, machining, and robotics will introduce you to the skills you can acquire through an apprenticeship or a career in advanced manufacturing. You will also tour local manufacturing facilities to see first-hand how these job skills are used in today’s manufacturing industry!
Cost: $147 Ages 13-18
6/18-6/21 9a-4p Dallas Campus

Adulting 101
Gear up for becoming an adult by learning basic life skills that all adults should know. This exciting and interactive class will include the basics of car maintenance, balancing and budgeting finances, pet care, job search skills, healthy eating on a budget, and yoga for stress management.
Cost $125 Ages 16-18
7/24-7/26 9a-4p Dallas Campus

Adulting 102
Being an adult is a lot of work! Make it easier by taking our second “adulting” class. Learn important life skills such as how to cook for singles (in a dorm), business communication and etiquette, self-defense, basic fix-it skills, and much more!
Cost $100 Ages 16-18
7/31-8/2 9a-4p Dallas Campus

Build-a-Drone
Get in on the drone craze! Build a drone and then learn its basic operations with
hands-on, fun activities. Drone races conducted at the end of the class!
Cost $175 (includes cost of drone!) Ages 13-15
TBA 8:30a-12p Dallas Campus

**CSI (Crime Scene Investigation)**
Love watching CSI on television? Learn actual techniques behind evidence recovery, crime scene investigation, fingerprinting, suspect identification, and criminal investigation in this interactive camp.  
Cost $97 (includes t-shirt) Ages 13-18
7/16-7/19 8a-12p Dallas Campus

**Everyone Can Write**
Have you ever heard someone say, “If writing was easy, everyone would do it” before? This session will show you how to take the best parts of your life and convert them into poetry and prose (and maybe a song or two). You should expect to be actively moving around prospecting for content, and creating a portfolio of various works. Everyone can write!
Cost $97 Ages 13-18
7/23-7/26 8a-12p Dallas Campus

**Experiments in Watercolor**
Are you a budding artist? Here’s your chance to develop your watercolor painting skills by completing both abstract and representational images while using experimental techniques and materials in watercolor.
Cost $75 Ages 13-18
7/16-7/19 9a-12p Dallas Campus

**First Aid & CPR**
If you’re considering a career in healthcare or just looking for something to put on a beginner resume, then this is the class for you! Teens will be trained in BLS (Basic Life Support) CPR, First Aid, and AED (Automated External Defibrillator) skills. On the last day, students will take a test to earn certification in these skills.
Cost $57 Ages 13-18
6/26-6/27 9a-12p Dallas Campus
7/30-7/31 9a-12p Lincoln Campus

**Found It! Introduction to Geocaching**
Join the world’s largest treasure hunt! Millions of geocaches exist around the world, just waiting to be found. You will learn about geocaches, what they look like, how to find them, how to log them, and how to safely participate in the adventure-loving geocaching community.
Cost $97 Ages 13-18
6/11-6/14 8a-12p Dallas Campus
7/9-7/12 8a-12p Dallas Campus

**Introduction to Digital Photography**
Click! Photography can be a hobby or a career- the choice is up to you! Get started by learning how to use various camera controls including: ISO, aperture, and shutter speed and what camera setting works best for different lighting conditions. You will need a minimum 12-megapixel camera (DSLR) that has the ability to change ISO, aperture, and shutter speed, plus a cord or a card reader to connect the camera to a computer.
Cost $75 Ages 13-18
6/11-6/14 9a-12p Dallas Campus

**Introduction to Printmaking**
This course will briefly introduce you to four types of printmaking: relief, intaglio, lithography, and stencil. During the class, you will create relief prints using linoleum and print your design on a t-shirt.
Cost $75 Ages 13-18
6/11-6/14 1-4p Dallas Campus

**Landscape Painting in Watercolor**
Interested in watercolor painting as a new hobby or to start a career? Acquire basic watercolor painting techniques by spending time actually painting landscapes both indoors and outdoors.
during this class. Learn tips and tricks specific to landscape watercolor painting that you could use to further your new interest.
Cost $75  Ages 13-18
6/18-6/21  9a-12p  Dallas Campus

Manners for a Lifetime
Good manners can be the ticket to what you want to achieve personally and professionally by setting you apart from others. During interactive lessons, you will learn and then practice in scenarios you encounter every day. Don’t be the person that gets told to “use your manners”!
Cost $57  Ages 13-18
6/27  9a-12p  Dallas Campus
7/23  9a-12p  Dallas Campus

Personal Safety & Defense
Being out on your own can be scary, but having the confidence to defend yourself helps you (and your parents) feel more comfortable. You will learn personal safety, awareness, and self-defense, including how to use your body and everyday objects that may be accessible. The session will include hands-on activities to demonstrate techniques and reinforce the lessons.
Cost $57  Ages 16-18
6/25  9a-1p  Dallas Campus

Cost $57  Ages 13-15
8/7  9a-1p  Dallas Campus

POE (Pieces of English)
Poetry? Check! Prose? Check! Discussion of common reads? Check! Creating content (writing)? Check! Active learners will touch on all areas of English, including the many ways of telling a great story.
Cost $97  Ages 13-18
7/16-7/19  8a-12p  Dallas Campus

Public Safety
Step into shoes of a firefighter, paramedic, and police officer to learn what they do, why they do it, and how they do it with interactive labs and scenarios. Career exploration will be discussed for those interested in public safety careers.
Cost $87  Ages 13-18
6/18-6/19  9a-4p  Dallas Campus

STEM: Exploring Textiles
Learn how science, technology, engineering and math (STEM) disciplines are utilized in the modern textile industry by participating in engineering design project teams. Explore career opportunities and understand operations within local textile companies on a day-long field trip. Registrations will only be accepted by calling Jasmine Cox at 704.825.6302.
Cost $100 Ages 13-18
7/10-7/12  9a-4p  Kimbrell Campus

Working Smart
Gain the skills that employers have been looking for! Developed in response to 1,000 company interviews, this program will provide you the work and life skills that enhance employee productivity. Upon completion, you will receive a regionally recognized certificate of completion to be added to your resume! Registrations will only be accepted by calling Carol Faust at 704.922.6521.
Cost: No Cost  Ages 16-18
7/19-7/12  9a-4p Dallas Campus

You Need to Learn How to Act
If you’ve ever had someone tell you this, having a snappy answer delivered with style would have been great! This very rudimentary introduction to drama will include some of the basic terms (blocking, etc.) that will be lived rather than defined.
Cost $97  Ages 13-18
7/16-7/19  1-4p  Dallas Campus

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