Center for Workforce Excellence • Public Safety • Entrepreneurship/Small Business • Personal Enrichment • Online Opportunities • Adult Education • Automotive/Motorcycle Safety/Defensive Driving

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 – 5:00p
Gaston College campuses are closed on Fridays, May 17 – August 9

Dallas Campus
Myers Center, 2nd Floor
201 Highway 321 South
Dallas, NC 28034

Like us on Facebook
Gaston College Continuing Education Department

JUMP START YOUR CAREER

Prepare 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 32 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?
Registration and payment for ed2go classes 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 19.

What happens if the class changes?
For the rare occurrence when a class needs to be changed 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.
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 the 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 eCard.

**ASQ Certified Quality Engineer Refresher Course - ONLINE**

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)

ASQ Certified Quality Technician Refresher Course - ONLINE
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)

Please note: ASQ has established education and experience requirements for the CQT certification. Check www.asq.org for details. The above tuition costs do not include the ASQ exam application fee.

ATI TEAS Prep
Gaston College offers a four-day, low cost prep class for the ATI TEAS Test. Students who complete the 4-day class will receive a certificate of completion and 0.5 point toward their Gaston College ADN and PN application. The class will prepare test takers for all four parts of the ATI TEAS Test: 1. Mathematics, 2. Science: Biology, Chemistry, Anatomy, and Physiology, 3. Reading, 4. English and Language Usage.
16 Hours - $125

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. Once you are registered, be sure to bring a current photo ID to each class. Required textbook is included in the price of the class.
4 hours - $82

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 email ConEd@gaston.edu.
160 Hours - $1,495

Lean Six Sigma Green Belt Certification - HYBRID
Become Green Belt Certified and have the skills to lead Lean Six Sigma project teams. This class explores the proven DMAIC process with lean manufacturing principles for process and quality improvement. Participants will learn the problem-solving techniques with hands-on practice.
8/5-8/8  M-TH  8a-12p  DSC 215
8/5-8/8  M-TH  5p-9p  DSC 215

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4 hours - $82

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8/5-8/8  M-TH  8a-12p  DSC 215
8/5-8/8  M-TH  5p-9p  DSC 215
on practices. In addition, this course will prepare you to manage a small to mid-size project from idea to implementation. This Hybrid Class combines the flexibility of online learning with classroom interactions to achieve the most effective learning.

32 hours - $1195
5/21-7/16 T 6p-9p DSC 206 (Skips 5/28, 6/11, 6/25, and 7/9)

**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. 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. 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 W 9a-5p LC 123
5/28 T 9a-5p DSC 208
6/10-6/12 MW 5:30-9p KCH 201
6/19 W 9a-5p LC 123
6/25 T 9a-5p DSC 208
7/11 TH 9a-5p DSC 208
7/15-7/17 MW 5:30-9p KCH 201
7/30 T 9a-5p LC 123

**Nurse Aide I -Certified**
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 nec-

essay 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 Barbara Burgess at 704.922.6469.

160 Hours - $229 (includes $25 lab fee and $13 malpractice insurance)
5/29-7/30 M-TH 9a-2p DBC 177
5/29-7/30 M-TH 4p-9p DBC 177
5/29-7/30 M-TH 9a-2p LC 318
5/29-7/30 M-TH 4p-9p LC 318

**Nurse Aide I - Refresher**
This hybrid refresher course will assist you in preparing for the Nurse Aide Competency Exam for listing on the North Carolina Registry. All participants must have completed a state-approved Nursing Assistant I course or equivalent in the past. If you are trying to be added to the NC Registry after being listed in another state, have been on the registry in the past and have allowed your listing to expire, or if you wish to be listed based on military or nursing school education, this course is for you. Seated class times are listed below. 28 hours of online course instruction will also be provided.

40 Hours - $159
5/3-5/23 THF 11a-3p LC 318
6/6-6/27 TH 1-5p DBC 179
7/11-7/25 TH 1-5p DBC 179

**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/ for more information or email ConEd@gaston.edu to register.

120 hours - $1,795

**ServSafe**
ServSafe is a food and beverage safety training and certificate program administered by the National Restaurant Association. Our certified instructor will cover all that is needed to obtain your sanitation certification, which is required by most restaurants as a basic credential. The ServSafe Coursebook 7th Edition textbook is required and available for purchase in the college bookstore.

16 Hours - $77

6/22-6/29 S 8a-5p DSC 214
7/13-7/20 S 8a-5p DSC 214

**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

5/17 F 8a-3p LIF 107
6/13 TH 8a-3p LIF 107
7/11 TH 8a-3p LIF 107

**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

5/16 TH 8a-4p LIF 107

**MICROSOFT APPLICATIONS FOR BUSINESS**

**Microsoft Excel**

**Intermediate Excel for Business Applications**
This course offers participants the opportunity to master the intermediate functionality of Microsoft Excel, and to apply those skills to business and industry. This course is helpful for individuals who are self-taught or work with Excel on a semi-regular or daily basis and would like to hone their skills. Topics covered include chart sheets, embedded charts, status bar calculations and functions, creating and managing lists, charting data from different sheets, complex functions, using the form command, shortcuts to become more efficient and Pivot Tables and Pivot Charts.

12 Hours - $96

5/7-5/28 T 9a-12p CSB 110

**Advanced Excel for Business Applications**
This course offers participants the opportunity to master the advanced functionality of Microsoft Excel and to apply those skills to business and industry. Topics covered include summarizing data using formulas, using functions in lists, creating and using macros, Office integration, looking up formulas and using the Import Wizard.

12 Hours - $96

6/4-6/25 T 9a-12p CSB 110

Registration for Small Business Center seminars must be completed by visiting https://www.ncsbc.net/center.aspx?center=75220.

For information call 704.922.6447
Are you ready to prepare for that next job, new career, and 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 education resources and services.

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

Don’t miss this exciting opportunity to add those needed skills today. CALL 704.922.2244!

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.

6/3-6/13 M-TH 12:30-4:30p DSC 211
7/6-7/18 M-TH 12:30-4:30p DSC 211
8/5-8/15 M-TH 12:30-4:30p DSC 211

Jump Start Your Career
Prepare for interviews and opportunities for employment in local Advanced Manufacturing, Retail, Clerical, Customer Service and Service Industries in this short-term training. This course is designed to address specific reemployment and employability needs. You will gain valuable 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).

6/3-6/13 M-TH 12:30-4:30p DSC 211
7/8-7/18 M-TH 12:30-4:30p DSC 211
8/5-8/15 M-TH 12:30-4:30p DSC 211
lessons respective to skills needed to successfully navigate job entry, retention and performance.

6/17-6/27 M-TH 12:30-4:30p DSC 211
7/22-8/1 M-TH 12:30-4:30p 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? No appointment needed!

NCWorks Career Center
1391 Bessemer City Rd., Gastonia
• Wednesdays: 8-10a and 10a-12p

Career Assistance Lab
Drop-in lab at the Goodwill Job Connection to receive assistance in preparing your resume or for an upcoming interview. No appointment needed!

Goodwill Job Connection
116 Armstrong St., Gastonia
• Tuesdays & Thursdays: 1-4:30p

Employability Lab
Drop-in lab at the NCWorks Career Center - Gaston to receive guidance and advice on your cover letter and resume, how to complete job applications, perfect your interviewing skills, and brush up on soft skills in the workplace. No appointment needed!

NCWorks Career Center - Gaston
1391 Bessemer City Rd., Gastonia
• Tuesdays & Thursdays: 8:30a-12:30p

Make Your Resume Work for You
Drop-in lab at the NCWorks Career Center - Lincoln to learn how to make your resume stand out from the rest to employers and be successful in your job search. Learn the words that make the most impact, as well as how to analyze your skills and “sell” them to potential employers. No appointment needed!

NCWorks Career Center
529 N. Aspen St., Lincolnton
• Wednesdays: 9a-12p and 1-4p

National Career Readiness Certification (NCRC) - ONLINE CLASS
A National Career Readiness Certification (NCRC) online class is now available for you to assess and build your workplace skill levels in Applied Math, Graphic Literacy, and Workplace Documents. Prepare to get your NCRC and be part of our local “certified workforce.” Email NCRC@gaston.edu or call 704.922.6347 for more information.
**Customized Training Program**

The NC Customized Training Program at Gaston College supports economic development through education and training for eligible businesses and industries. Customized training can help address the skills gap, by providing low or no cost training onsite customized to the needs of your company.

**To receive assistance, eligible businesses and industries must demonstrate two or more of the following criteria:**

- Make an appreciable capital investment
- Deploy new technology
- Current creation of jobs, expansion of an existing workforce, or enhancement of the productivity and profitability of the operations within the state
- Desire to enhance workers’ skills by participation in this program

Resources may support training assessment, instructional design, instructional costs, and training delivery for personnel involved in the direct production of goods and services. Production and technology support positions are also eligible for training support.

<table>
<thead>
<tr>
<th>SPECIALIZED WORKFORCE SOLUTIONS TRAINING</th>
<th>Awareness</th>
<th>Learning &amp; Practice</th>
<th>Mastery</th>
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<tr>
<td>Blueprint Reading</td>
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<td>CNC (computer numerical control) Programming &amp; Set-up</td>
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<td>Electrical Circuits Training</td>
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<td>Fire protection (NFPA)</td>
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<td>Fluid Power</td>
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<td>Forklift Certification</td>
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<td>Fundamental Machining Skills</td>
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<td>Gas Metal Arc Welding (GMAW)</td>
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<td>Gas Tungsten Arc Welding (GTAW) GD&amp;T (basic and advanced)</td>
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<td>Grinding</td>
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<td>HVAC-R</td>
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<td>Hydraulics &amp; Pneumatics</td>
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<td>Mastercam CAD/CAM</td>
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<td>Metrology</td>
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<td>Motor Controls, Drives, VFDs</td>
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<td>Overhead Crane</td>
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<td>Panel View &amp; HMI's</td>
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<td>Pipefitting &amp; Bending</td>
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## Center for Workforce Excellence

**Customized Training**

**704.922.6547 or 704.748.5259**

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<th>Awareness</th>
<th>Learning &amp; Practice</th>
<th>Mastery</th>
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<td>Electrical Safety</td>
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<td>Fire Extinguisher</td>
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<td>Hazardous Waste</td>
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<td>Lifting &amp; Tool Safety</td>
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<td>Lock-out/Tag-out</td>
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<td>Machine Tool Safety</td>
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<td>OSHA 10 &amp; 30 General Industry</td>
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<td>Pipefitting Safety</td>
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<td>Welding Safety</td>
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<th>Course</th>
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<td>Plasma Cutting</td>
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<td>PLC Programming Software (Allen-Bradley, Siemens)</td>
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<td>Precision Measurement</td>
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<td>Process Instrumentation &amp; Control (flow, level, temp, measurement)</td>
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<td>Production Assembly &amp; Simulation</td>
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<td>Rigging</td>
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<td>Robotic Operations &amp; Programming (Denso, ABB, Motoman, Fanuc)</td>
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<td>Robotic Troubleshooting &amp; Maintenance</td>
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<td>Maintenance</td>
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<td>Shop Math</td>
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<td>Soldering &amp; Brazing</td>
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<td>Tool &amp; Die</td>
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<td>Vertical/Horizontal Milling</td>
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<td>COMPUTERIZED WORKFORCE SOLUTIONS TRAINING</td>
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<td>AutoCAD 15LC</td>
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<td>Basic Access 2010</td>
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<td>Basic Computer Operations</td>
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<td>CorelDRAW</td>
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<td>SAP Crystal Reports</td>
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<td>Data Modeling</td>
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<th>Awareness</th>
<th>Learning &amp; Practice</th>
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### Strengths Finder
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### Stress Management
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### CONTINUOUS IMPROVEMENT TRAINING

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<td>Six Sigma Certifications (White Belt, Yellow Belt, Green Belt, Black Belt)</td>
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<td>Waste Identification &amp; Value Stream Mapping</td>
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### Awareness 1.5 Hours
**Value: Immediate Outcomes**
- Increased awareness of new skill topic, idea, or method
- Baseline for future development
- Increased productivity and engagement
- Interaction with others

### Learning & Practice 6-14 Hours
**Value: Short-Term**
- Hands-on learning with contextualized examples
- Improved individual skill performance
- Increased employee confidence and productivity

### Mastery 15-150 Hours
**Value: Long-Term**
- Noted proficiency change in skills, competencies, outcomes
- Certification(s) and credentials
- Significant change in quality, customer satisfaction, productivity
- Deep employee engagement and individual performance
- Increased overall business results
- Improved return on investment (ROI)
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: June 12, July 17, and August 14
- 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.

**Online - ed2go**
www.ed2go.com/gaston

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### Accounting Courses
- Accounting Fundamental
- Introduction to Crystal
- Quickbooks 2018 (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 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. Listed below are a few of the programs being offered.

A complete course list is available online.

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 https://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 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.

BASIC SKILLS PLUS
DIPLOMA + TRAINING
=SUCCESS

Are you seeking your High School Equivalency diploma or Adult High School diploma?
Interested in training for a high-demand career?

GASTON COLLEGE HAS
A PROGRAM FOR YOU!
The Basic Skills Plus program allows Adult High School and High School Equivalency students an opportunity to co-enroll in the Computer-Integrated Machining Technology Program, Welding or Office Administration Program while working toward their diploma tuition-free. Students must apply and meet certain eligibility requirements before entering the program.

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!

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 one-day class held on Monday. 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 8:30a-12:30p, or an evening class which meets from 5:15-9:15p. 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 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 location:
Dallas Campus, Pearson Life Skills Building

For more information please call:
Dallas Campus: 704.922.6319
Lincoln Campus: 704.748.5205

You will begin your AHS classes on the Tuesday 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.

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 5:30–8:30p. 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.
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

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 email ConEd@gaston.edu.

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.
**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

- **6/3-6/5** MW 6-10p DSC 208
- **7/8-7/10** MW 6-10p DSC 208
- **8/5-8/7** MW 6-10p DSC 208

**OBD II Emissions**
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

- **6/11-6/13** TTH 6-10p DSC 208
- **7/23-7/25** TTH 6-10p DSC 208

**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

- **6/10-6/12** MW 6-10p DSC 208
- **7/22-7/24** MW 6-10p DSC 208

**Vehicle Escort Operator Certification**
Escort Vehicle Operator Certification course (8 Hours) 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 - $100

- **5/23** TH 8a-5p DSC 208
- **6/27** TH 8a-5p DSC 206
- **7/25** TH 8a-5p DSC 206

**MOTORCYCLE SAFETY**

**3-Wheel Basic Rider Course**
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 Rider Course, 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, 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 - $99

- **5/18-5/19** S/SU 8a-5p AHS 100
- **6/15-6/16** S/SU 8a-5p AHS 100
- **6/29-6/30** S/SU 8a-5p AHS 100
- **7/13-7/14** S/SU 8a-5p AHS 100

**Motorcycle Basic Rider Course**
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)
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 registration information.

DEFENSIVE DRIVING

Online Pre-Registration Available at https://goo.gl/forms/W07ZiZWQvavI4QUo2

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, making safe driving choices is your number one priority. 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

5/23 TH 8a-5p DSC 205
6/20 TH 8a-5p DSC 205
7/25 TH 8a-5p DSC 205

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

5/21 T 5-9p DSC 205
5/22 W 5-9p LC 125
6/5 W 5-9p LC 125
6/18 T 5-9p DSC 205
6/19 W 5-9p LC 125
6/22 S 1-5p DSC 205
7/10 W 5-9p LC 125
7/20 S 1-5p DSC 205
7/23 T 5-9p DSC 205
7/24 W 5-9p LC 125
8/14 W 5-9p LC 125

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

5/18 S 8:30a-12:30p DSC 205
5/28 T 5:30-9:30p DSC205
6/6 TH 8:30a-12:30p DSC 205
6/22 S 8:30a-12:30p DSC 205
6/25 T 5:30-9:30p DSC 205
7/11 TH 8:30a-12:30p DSC 205
7/20 S 8:30a-12:30p DSC 205
7/30 T 5:30-9:30p DSC 205

www.gaston.edu
**Drones 101: Introduction to personal and career-related drone operation**

Want to learn how to fly drones? This course teaches you the rules and regulations of drone flight, hands-on fly training, and prepares you to pass the 107C test. In addition to learning about the regulations and requirements for successful drone operation, this course will discuss how drones are being used in businesses. The DRONE IS PROVIDED in the cost of the course and is yours to keep after the class. Space is limited, register online today!

15 Hours - $289

6/8-6/25  
T 6-8p  Daco  
S 8-11a  Daco  

**Yoga for Everyone**

Are you looking for a complete daily yoga workout? This class will teach you to enhance your flexibility and bring new, more advanced movements into your basic routine. Perfect for those who have taken yoga before and want to expand their knowledge!

10 hours - $55

5/30 – 7/25  
TH 6:30 – 7:45p  DBC 130  

**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

5/28 – 7/23  
T 9-10:15a  DBC 130  

**Yoga: Fluffy Girl**

Created for ladies with or without large bodies, 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 know, moving in your daily life will be easier!

10 hours-$55

5/30 – 7/25  
TH 5–6:15p  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

5/28 – 7/23  
T 4-5:15p  DBC 130  

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**For more information contact Donna Blake at blake.donna@gaston.edu or 704.922.2267.**

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Gaston College, in collaboration with Caldwell Community College and Technical Institute (CCC&TI), offers 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.

**Classes begin:**

7/11**  
TH 10-11a  DSC 206  
7/31-10/4  
M-F 8a-5p  CFT  

**Mandatory orientation. Registration information will be provided at that time.**
Adulting 101
Gear up for becoming an adult by learning basic life skills that all adults should know.
Cost $149   Ages: 13-18
7/23-7/25   TWTH   9a-4p   DBC 260

A321 Advanced Manufacturing Camp
Fun, hands-on lab sessions in computer aided-design and machining, and robotics will introduce you to the skills you can acquire through Apprenticeship 321.
Cost $149   Ages: 15-18 (entering 10th grade)
6/17-6/20   M-TH   9a-4p   CAM 133

Apple App Coding - Beginner
Students will learn the basics of Swift Coding, Apple’s computer programming language. Each student will design and develop a working app for iPhone and/or iPad.
Cost $125   Ages: 13-18
6/17-6/20   M-TH   9a-4p   PTI 108
6/24-6/27   M-TH   9a-4p   LC 120
7/8-7/11    M-TH   9a-4p   KCC 219

Apple App Coding - Advanced
Students will design and develop iPhone/iPad apps that control robots and drones. Apple App Coding - Beginner must be completed prior to enrolling in the Advanced camp.
Cost $125   Ages: 13-18
7/15-7/18   M-TH   9a-4p   PTI 108

Art: Leather, Metal & Stone as Art!
Students will learn how to create ART with leather, light copper and semiprecious stones to complete the following art
projects: Bookmark, Keychain, Name Bracelet, Basic Cosplay/Superhero mask. Cost $100 Ages: 13-18

6/17-6/20 M-TH 9a-1p CET 160
6/24-6/27 M-TH 9a-1p CET 160

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 $125 Ages: 14-18
7/15-7/18 M-TH 8a-12p CAS 112

Design and Print Your Own Tee
The camp will briefly introduce four types of printmaking: relief, intaglio, lithography, and silkscreen. Students must bring their own tees, other materials are provided.
Cost $95 Ages: 13-18
7/8-7/11 M-TH 9a-12p CVA 006

Drone Camp
Get in on the drone craze! Build a drone and then learn its basic operations with hands-on, fun activities. $50 fee for Drone included in cost; purchase of Drone includes 6 extra batteries and charger.
Cost $300 Ages: 13-18 (includes the cost of drone)
6/24-6/28 M-F 8a-12p DACO
7/22-7/26 M-F 8a-12p DACO

Everyone Can Write!
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).
Cost $80 Ages: 13-18
7/30-8/1 TWTH 9a-12p KCC 219

First Aid & CPR
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 $95 Ages: 13-18
6/25-6/27 TWTH 8a-12p APS 127
7/23-7/25 TWTH 8a-12p LC 120

Found It! Introduction to Geocaching
Students will learn about geocaches, what they look like, how to safely find them and how to log them. Each student will need a GPS-enabled Smartphone with the Geocaching app installed.
Cost $95 Ages: 13-18
7/9-7/10 TW 9a-4p CAM 133

GAMING - Battle Royale - Make Your First Fortnite Style Video Game:
Using a professional 3D game development software, build levels and assets inspired by popular battle royale games like Fortnite.
Cost $130 Ages: 13-18
6/24-6/27 M-TH 1-4p CET 107
7/22-7/25 M-TH 1-4p CSB 101

GAMING - 3D Game Labs with Unity
With Unity, an industry-grade design software, aspiring game designers will learn level editing, 3D modeling, impactful gameplay creation, as well as how to utilize scripts and variables.
Cost $130 Ages: 13-18
6/24-6/27 M-TH 9a-12p CET 107
7/22-7/25 M-TH 9a-12p CSB 101

Continuing Education Summer 2019
GAMING - Python Programmers
Learn how to code with Python to create engaging apps and games.
Cost $130   Ages: 13-18
7/8-7/11   M-TH   9a-12p   CET 107
7/15-7/18  M-TH   9a-12p   KCC 227
7/29-8/1   M-TH   9a-12p   CSB 101

GAMING - Virtual Reality
In this cutting-edge class, you will learn the foundations of VR design by creating your own virtual worlds, exploring simulated environments, and crafting memorable 3D experiences. Student will need access to an Android or Apple mobile device. Fee includes VR headset.
Cost $149   Ages: 13-18
7/8-7/11   M-TH   1-4p   CET 107
7/15-7/18  M-TH   1-4p   KCC 227
7/29-8/1   M-TH   1-4p   CSB 101

Introduction to Digital Photography
The camp will teach how to use various camera controls including: ISO, Aperture, and Shutter speed and what camera setting work best for different lighting condition.
Cost $95   Ages: 13-18
6/24-6/27   M-TH   9a-12p   CVA 008

Introduction to Impressionism
This camp is for students interested in the impressionist painting and color exploration. Discover how to use a palette knife and focus your attention on color and color placement.
Cost $95   Ages: 13-18
7/15-7/18  M-TH   1-4p   CVA 008

Introduction to Portraits Painting
This camp is for students wishing to learn how to paint portraits. We will then breakdown how to paint the eyes, nose and mouth and finish the week with each student completing a self-portrait.
Cost $95   Ages: 13-18
6/17-6/20  M-TH   9a-1p   KCC 213

Laser Tag
Students learns safety, team building, strategy building, problem solving and communication skills all while having fun playing Laser Tag! Cost includes unlimited laser tag for 30 days after last day of class.
Cost $115   Ages: 13-18
6/24-6/25  MT   1p-5p   DACO
7/22-7/23  MT   1p-5p   DACO

Lights, Camera, Action:
A Video Production Camp
Students will work in a collaborative environment to learn the basics of video production, from studio production to field work to video editing. Must have an interest in television production, and a basic knowledge of computers and bring own SD card, headphones and flash drive.
Cost $150   Ages: 13-18
7/8-7/12   M-TH   9a-2p   CAS 117

Music Production/
Beat Making Summer Camp
Students will learn to create music using professional software. At the end of the 4 days each group will have created their own song.
Cost $175   Ages: 13-18
7/22-7/25  M-TH   12p-4p   CAM 133

Skin Care & Make-up:
Love the Skin You're In!
This class will explain the characteristics of a professional image, understand the importance of proper hygiene, discuss the importance of proper skin care and make-up plus practice how to properly take care of your skin and apply make-up! Fee includes professional grade skin care and make-up products!
Cost $130   Ages: 13-18
6/17-6/20  M-TH   9a-1p   KCC 213
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.

Certifications include:
- Emergency Medical Technician (EMT) Fall, Spring and Summer
- Paramedic Online Hybrid
- Paramedic Associate Degree

Specialized courses available throughout the year include:
- Anatomy and Physiology for EMS Online
- PHTLS, AMLS, PEPP, ACLS and PALS
- EMS Instructor Methodology Level I Spring
- EMS Education Administration Level II Fall
- Paramedic NCCP Recertification for NCEMS and National Registry of EMTs Spring and Fall

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

For more information contact the Department for EMS Education: 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 648-hour 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 Rd., Gastonia
APS Albright Public Safety Building, Dallas Campus
CAM Center for Advanced Manufacturing, 870 Gastonia Technology Parkway, Gastonia
CAS Craig Building, Dallas Campus
CET Comer Engineering & Technology Building, Dallas Campus
CFT Carolina Freight Terminal, 1201 East Church St., Cherryville
CSB Lincoln Campus, Cochrane Science Building, 511 South Aspen St., Lincolnton
DACO DAL Combat, 4064 Mountain View Rd., 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 St., 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.

www.gaston.edu
Directions:
From Gastonia: Travel north on I-85. Take exit 20 (High Shoals/Lincolnton/321 Business). Turn left off exit ramp and travel north on US 321 Business for 4.6 miles. At interchange, continue over bridge on S. Aspen St. to Lincolnton. The Campus is one mile ahead on the right.

Directions:
Coming from the North. Take exit #27 from I-85 South. Turn left at top of exit ramp onto Hwy 273. Travel approximately 1/3 mile (3rd stop light) and turn left on Hwy 74. Travel approximately 2/3 mile until you reach the Gaston College Kimbrell Campus on your right.

Coming from the South. Take exit #27 from I-85 North. Turn right at top of exit ramp onto Hwy. 273. Turn left at the 2nd stoplight onto Hwy. 74 (Wilkinson Blvd.). Travel approximately 2/3 mile until you reach the Gaston College Kimbrell Campus on your right.
With Apprenticeship 321...

...you get paid to learn the job
...the employer pays for your tuition
...you earn college credits and a job - debt free!

For more information, email apprenticeships@gaston.edu