



GLOUCESTER
COUNTY COLLEGE

Winter/Spring
2012

Division of
Continuing Education

Preparing You for a Changing World



In partnership with
Gloucester County
Institute of Technology



856-415-2217 • www.gccnj.edu/ce
Courses for Professional Development and Personal Growth

Greetings and Welcome to Gloucester County College

The Gloucester County Board of Chosen Freeholders is proud of the many community resources offered for post-secondary education through the award-winning Gloucester County College. For more than 40 years, GCC has served as the County's academic and cultural hub providing a multitude of learning opportunities at an affordable price.

Located in the heart of Gloucester County on Tanyard Road in Deptford, the College supports individuals, businesses, the community and our local economy through numerous educational options. Associate degree and college-credit courses, many with established affiliations and partnerships with four-year colleges and universities, provide students with a solid foundation. GCC also offers career and certificate programs in some of the region's fastest growing industries. The College's Continuing Education Division makes customized training and staff development readily available to area businesses.

The Board of Chosen Freeholders is pleased that as an institution of higher learning, GCC enhances the lives of students and the community. Whether you are a student pursuing a degree, a working adult returning to school, an employee seeking to improve job options, a business owner looking to increase workplace production or a visitor attending one of the cultural campus events, GCC is the place for you.

We look forward to seeing you on the GCC campus.

Sincerely,



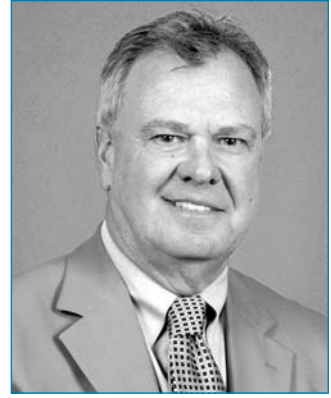
Robert M. Damming
Director



Warren S. Wallace, Ed.D.
Education Liaison

Welcome,

On behalf of our faculty and staff, alumni, and fellow students, I would like to warmly welcome you to Gloucester County College. Whether this is your first college experience, or you are returning to pursue your education after a break, I invite you to this great institution and all that it has to offer.



Frederick Keating
Interim President

GCC is an excellent place to expand your knowledge and to grow socially. Our academic and continuing education programs prepare students for some of the best careers as well as efficient transitions to four-year colleges and universities.

The College's Continuing Education Department provides career advancement and professional development options to assist individuals and businesses in achieving financial objectives. Customized instruction, offered both on campus and at job sites, help companies and their employees to improve skills and meet industry needs. Available grant opportunities make training affordable and cost effective.

For many, GCC is the start of greatness that will follow you for the rest of your life. For others, it can be a part of continued greatness and success, a pathway for the attainment of future goals and achievements. Either way, GCC has everything that you need to map your journey to success wherever you may be headed. We are absolutely excited that you have chosen GCC to get you there!

Frederick Keating, Interim President

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Gloucester County College is accredited by the Middle States Commission on Higher Education, 3624 Market Street, Philadelphia, PA 19104 (267-284-5000). The Middle States Commission on Higher Education is an institutional accrediting agency recognized by the U.S. Secretary of Education and the Council for Higher Education Accreditation.



5-15
Career Training



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Computer Training



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Personal Growth



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Kids, Tweens & Teens

Winter/Spring 2012 Calendar

Gloucester County College
Division of Continuing Education
1492 Tanyard Road, Sewell, NJ 08080

Monday, January 16	College Holiday
Thursday, March 15	College Holiday
Friday, March 16	College Holiday
Friday, April 7	College Holiday
Monday, May 28	Memorial Day College Closed

Call us at 856-415-2217 or 415-2218 for information.

Information in this Courier is accurate as of date of publication in November 2011 and is subject to change.

Finish Carpentry

This course covers how moldings and trims are utilized to finish interior design function. The application and installation of baseboard, door and window casing, chair rail, and crown molding will be practiced throughout the training as well as the installation of base and wall cabinet. Teamwork, workplace ethics, craftsmanship and punctuality are emphasized in the practical portion of the course.

Cost: \$299

Monday, January 9-May 7

6:00 - 9:00 pm

Instructor: Mike Smith

Rough Carpentry

Wouldn't you like to learn how to frame and sheath residential structures from the sill plate to roof framing? Participate in hands-on activities that include the construction of an 8' x 8' building, complete with windows, doors, and interior and exterior finishing. You will learn how to install residential wood trim, doors, windows, baseboards, chair rails, crown molding, siding, soffit and fascia.

Cost: \$299

Wednesday, January 4 – April 18

6:00 - 9:00 pm

Instructor: Mike Smith

Marine Engine Maintenance

Are you interested in learning how to maintain a marine engine? Come learn basic outboard, stern drive maintenance procedures, and basic boat/trailer systems. The course will be adapted to fit your needs based on the products you own. Please bring a repair manual for your product.

Cost: \$299

Tuesday, January 3 – April 17

6:00 - 9:00 pm

Baking & Pastry Arts

Students will be trained and become proficient in basic and advanced level dough work, classic international pastry doughs, cake decorating, pastry and dessert crafting, working with sugar and chocolate to create cake decorations, candy, and show-pieces. Upon completion of the program, students will possess the knowledge and skills for a variety of entry-level positions in the pastry arts field.

Cost: \$999*

Monday & Tuesday, January 3 – April 30

5:00 - 9:00 pm

Culinary 101

In this culinary course students will learn how to prepare for employment as a restaurant, hotel and resort cooks. This Commercial Foods and Culinary Arts program is a blend of classroom activities and culinary arts procedures. Culinary 101 introduces students to a variety of topics including knife skills, principles of cooking, cooking techniques, product and equipment identification. After completion of this intensive 15-week course, students will be able to work an entry level position in the food service industry.

Cost: \$999*

Monday & Tuesday, January 3 – April 30

5:00 - 9:00 pm

Culinary 102

In this more in depth culinary class, students will learn the competencies necessary for a restaurant employee that wants to work his/her way up in the restaurant business. Culinary 102 will introduce students to a variety of topics, including poultry, meat, seafood cookery, international flavor principles, food presentation, restaurant costing and inventory. Students will learn how to use different cooking techniques to prepare different meals. Central to the Culinary 101 program are the highly interactive hands-on cooking experiences, where students are directed in a wide range of food preparations from stocks, sauces and soups to entrees with side dishes. General housekeeping and equipment operation skills necessary to any commercially run venture are part of the curricula. The final outcome of this course is to integrate information learned from Culinary 101 and 102 and be prepared to work with confidence in the culinary arts field. Students will also complete course with a ServeSafe Certification.

Cost: \$999*

Wednesday & Thursday, January 4 – April 18

5:00 - 9:00 pm

Note: Students that have an interest in attending both the Baking and Pastry Arts and Culinary 102 programs will be able to do so at a discounted price of \$1499.99

***Students are responsible for cost of uniforms and textbook**

**ALL classes listed on this page are held at
Gloucester County Institute of Technology**

To Register by phone: 856-468-1445, Ext. 2694

Business Logistic

NEW! Intro to Logistics

Gloucester County College is pleased to offer a free* 48-hour Introduction to Logistics course to New Jersey businesses and residents. Participants will learn math specific to the industry (including the metric system), practice their map reading skills and test their knowledge of world geography. Various communication skills will be covered, including customer service, team building and logistics vocabulary. Students will also be exposed to the various industry-specific forms such as airway bills, export forms and commercial invoices. *This course is funded through the NJBIA grant

Cost: Free

WPBL-100-01

Saturday, January 21 - February 25
9:00 am - 3:00 pm

For more information about this course and eligibility, please contact Allen Magid at 856-468-5000, Ext. 5503 or via email amagid@gccnj.edu

NEW! Business Logistics Certificate Program

Gloucester County College is pleased to offer the Global Logistics Associate (GLA) Certificate program. GLA is a nationally recognized certification program that acknowledges the completion of rigorous coursework in logistics and supply chain for entry-level positions. This certification program focuses on the general knowledge of logistics/supply chain management and the associate functions necessary for the delivery of goods.

Cost: \$1,299

WPBL-101-01

Wednesday, March 14 - June 6
6:00 - 9:00 pm

NEW! Customer Service

Looking for training to enhance your skills? This course will provide the training necessary to prepare you for an entry-level position in the retail, sales and service industry. Upon completion, you will be ready to sit for the National Retail Federation's exam that leads to certification in Professional Customer Service. This certification will give you an edge as you continue your career in the retail, sales and service industry as the Professional

Certification in Sales (PCS) will allow you to demonstrate to a prospective employer your commitment to professional growth and your willingness and ability to build workplace value. With this certification, you can demonstrate your increased knowledge, skills and productivity. (Cost of the certification exam is included.)

Cost: \$ 699

BCT-100-01

Monday & Wednesday, April 2 - June 27
6:00 - 9:00 pm

Location: Continuing Education Center

Online Certificate Programs

Purchasing and Supply Chain Management

The Purchasing and Supply Chain Management Online Training Program will introduce you to the fundamental aspects of the supply chain environment, including enterprise resource planning systems and requirement systems. The interrelationships between purchasing, vendor selection, sources of supply, and technology will also be explored in this program. The focus is on management and the skills and resources that a successful manager needs.

Cost: \$2,095

GES 411

Certified Green Supply Chain Professional

The Certified Green Supply Chain Professional Online Training Program will give you the specialized knowledge to enable a company to achieve its environmental sustainability goals through global sourcing, materials management, procurement and buying, transportation and logistics, and new product development.

Cost: \$1,595

GES 714



Management Courses

Handling Difficult People

Do you have an employee that gives you trouble all the time? Or is your boss a difficult person to work for? Learn about the different personality types and how to deal with them, especially those inflexible and/or stubborn individuals who make our lives difficult.

Cost: \$75

MGT-109-01

Thursday, March 22 - April 5

7:00 - 9:00 pm

Location: Gloucester County College

Instructor: Karen Hamburg

Organization and Delegation

Leaders are those who influence others to enact change, embrace improvement, and achieve inspiring goals. Delegation has always been an essential competency for leaders and managers. In today's leaner, more productive workplace, the ability to delegate effectively is now a survival skill for organizational success. This course will help you understand what delegating really involves and learn to make confident delegating choices.

Cost: \$75

MGT-102-01

Tuesday, April 3 - 17

7:00 - 9:00 pm

Location: Gloucester County College

Instructor: Karen Hamburg

Building a Winning Team

Teams are becoming a staple in today's workplace. In this course, you'll learn the components of a successful team and you'll master the skills you'll need to effectively manage projects, make decisions, and solve problems in a team setting.

Cost: \$75

MGT-107-01

Thursday, May 10 - 24

7:00 - 9:00 pm

Location: Gloucester County College

Instructor: Karen Hamburg

The Art of Leadership

Leadership skills can help you gain the respect and admiration of others, while also allowing you to enjoy success in your career and more control over your destiny. Even if you don't hold a leadership position, this course will teach you how to use the principles of great leaders to achieve success in almost every aspect of your daily life.

Cost: \$75

MGT-135-01

Friday, April 20 - May 4

7:00 - 9:00 pm

Location: Gloucester County College

Instructor: Karen Hamburg

Problem Solving Using Creative Thinking

Seek to add organization and creativity to the problem-solving process we call life. Learn to take charge of the many situations which confront us in the workplace and at home using new and different perspectives to view the problem. Creative techniques that will show you how to get innovative ideas will be demonstrated. This class is loosely based on the book.

Cost: \$75

MGT-150-01

Monday, April 23 - May 7

7:00 - 9:00 pm

Location: Gloucester County College

Instructor: Karen Hamburg

Substitute Teacher Training Seminar

Who should enroll?

Gloucester County College will be offering a 16-hour training seminar to prepare substitute teachers as well as to offer a refresher in-service program for substitute teachers currently employed by local school districts.

This is a good course for anyone considering a career in education as a teacher, administrator or paraprofessional.

What are the requirements to qualify as a substitute teacher?

- A minimum of 60 regionally-accredited college credits
- A criminal history background check
- Completion of the state-required paperwork as part of the training sessions

You can earn \$60–\$100 per day

This course is offered by Gloucester County College, in cooperation with the Gloucester County Chief School Administrators.

Seminar Dates

Cost: \$145

The companion textbook, although optional, will be available in class at the approximate cost of \$20.

WSUB-100-01

Wednesday, February 22 - March 21
6:00 - 9:30 pm

Location: Gloucester County College

Instructor: Dr. Louis Giunta

86% Visual Advantage

Have you ever made a presentation to a client or a business partner and wondered how much of it they had retained? Or have you called a client a day later and heard that silence on the phone when you ask them if they had made a decision?

86% Visual Advantage will teach you how to make people retain what you said and how to say it. Make your client or associate remember your Key Message.

Cost: \$99

SPVA-100-02

Friday, May 4

9:00 am - 5:00 pm

Location: Continuing Education Center



Improve your bottom line with Customized Training @GCC

GCC provides business and industry training services to enhance the skills of your workforce. We will design each course or program to your specifications. Our staff is dedicated to providing quality customized training services to assist you in meeting your organization's needs.

GCC will meet your organization's needs through:

- Assessment of the skills of your workforce
- Custom training programs and classes
- Consulting services
- Training for both classroom and online settings

Our services can be provided at your site or at one of our convenient locations.

For more information about our services or for a customized program, contact Allen Magid, Sales Manager, at 856-468-5000, Ext. 5503 or amagid@gccnj.edu.

Training Programs in the Healthcare Industry

Gloucester County College is pleased to provide training opportunities for individuals to acquire skills for these demand occupations in the Healthcare Industry with high-wage potential, benefits and career mobility. These programs prepare students for the necessary certification exams and/or entry-level positions.

Program Admission Requirements: Requirements must be completed prior to registration

- Students may pick up an information packet at the Continuing Education Center.
- Students must be high school graduates or possess a GED. (Must bring documentation.)
- Student must provide proof of physical exam and immunizations
- Students must have a 2-step PPD and a note from their doctor indicating that they are in good health. After receiving the two required injections, your doctor must prepare a written documentation indicating the dates of the immunization, the dates read and the final results. We cannot accept testing that was completed over six months ago.
- Students must complete and pass a background check and drug screening to be eligible for the allied health programs with clinicals. The background check is an online process. Please visit www.gloucesterccbackgroundcheck.com to begin the process and click on the order box at the bottom of the page.

Note: A criminal background report containing negative information may prevent placement for the clinical portion of the programs.

Central Service Technician

Are you looking for a new and exciting career in Healthcare? If so, train to become a Central Service Technician. As a Central Service Technician, you will provide vital support in all patient care services and be responsible for knowing all the tools used in an operating room, as well as sterilizing and packaging instruments used during surgery. Our training program will provide you with 120 hours of instruction and a 400-hour externship opportunity. You will learn principles of cleaning and processing equipment, methods of sterilization and disinfection, packaging and storage, maintenance of equipment, inventory control, basic surgical instrument identification and more. New Jersey Department of Health standards require certification for everyone working in sterile processing. Upon successful completion, you will be a Registered Central Service Technician (R.C.S.T.) with the International Association of Healthcare Central Service Material Management (IAHCSMM). You will be eligible for permanent certification after completing 400 hours of clinical experience and passing the IAHCSMM certification examination. 52 CEUs

Cost: \$2,995 (\$10 registration, \$720 tuition, \$1,990 lab, \$275 materials)

WCST-100-01

Monday through Thursday

January 23 - March 28

Mandatory Orientation Jan. 9, 6:00 pm

SCST-100-01

Monday through Thursday

April 23 - June 26

Mandatory Orientation April 9, 6:00 pm

Classroom time: 6:00 - 9:00 pm

Location: Continuing Education Center, Room 818

Instructor: Gwen Byrd

Certified Clinical Medical Assistant

Medical Assistants perform a variety of tasks to maintain efficiency in the healthcare environment. Some of these tasks include taking medical histories and recording vital signs, explaining procedures to patients, preparing patients for examinations and assisting physicians.

The Medical Assisting Program is a 300-hour training program which provides students with a wide range of skills to prepare them for a variety of opportunities in the healthcare field, including a Medical Assistant, Multi-skilled Technician, EKG Technician and/or Phlebotomy Technician. The 300 hours of training will incorporate classroom lectures and a hands-on clinical rotation. The clinical may be at a different day or time than the regular class time and students must be flexible in meeting this requirement. Students successfully completing all classroom and clinical requirements will be eligible to sit for the National Healthcareer Association (NHA) certification examination. The cost of this exam is included in the program. 30 CEUs

Cost: \$3,699 (\$10 registration, \$1,540 tuition, \$1,790 lab, \$359 materials)

WCMA-100-01

Monday through Thursday

Jan. 17 - April 30

SCMA-100-02

Monday through Thursday

May 14 - August 23

Classroom time: 9:00 am - 3:00 pm

Location: Continuing Education Center,

Rooms 806/807

Instructor: Arnold Rosen



Multi-Skilled Technician

The Multi-Skilled Technician Program is designed to prepare students to train for one of the fastest growing professions in the health care industry today. The program focuses on building a complete and solid foundation for students in both classroom theory and hands-on clinical components. Students will build skills in basic and complex key concepts of anatomy and physiology, cardiac function, EKG and phlebotomy. Individuals prepared through the multi-skilled technician program may seek employment in hospitals, outpatient laboratories, cardiac rehabilitation centers, and various other medical providers.

Cost: \$2,199 (\$10 registration, \$719 tuition, \$1,020 lab, \$450 materials)

WTEC-100-01

Tuesday & Thursday, January 31 - May 17

STEC-100-01

Tuesday & Thursday, June 5 - September 20

6:30 - 9:00 pm

Location: Continuing Education Center 806/807

Instructors: *Christine Raynor (EKG) and Paris Lewis (Phlebotomy)*

NEW! Applied Math in Healthcare

This is an essential course for students going into entry-level healthcare educational programs and is designed to review mathematical computations in the health-care setting. This course is recommended for students interested in the Medical Assistant, Nursing, and Pharmacy Technician programs.

Cost: \$99

APH-100-01

Monday & Wednesday, January 23 - February 8

6:00 - 8:00 pm

Location: Continuing Education Center

Certified Nurse Assistant (CNA)

Prerequisite: High School Diploma or GED, background check, fingerprinting and proof of the following immunization: Mantoux (PPD 2-step process).

Nurse Assistants are in demand and serve as healthcare workers in a variety of settings, such as hospitals, home care, nursing homes, or assisted-living facilities. Nurse Assistants aid in the physical, psychosocial, social, and spiritual needs of clients. Students will learn basic care skills, vital signs monitoring, infection control, transferring and feeding of clients, communications skills, body mechanics, bed making, Heimlich maneuver, restorative care, and care of the dying client. This state-approved program includes 50 hours of classroom content with 40 hours of clinical practicum and prepares students to take the licensing examination. 9.0 CEUs

Cost: \$1,245

WCNA-100-01

Monday through Friday, February 13 - March 12

Classroom time: 8:00 am - 2:30 pm

Mandatory Orientation: Friday, January 20, 10 - 11 am

Location: Continuing Education Center

WCNA-100-02

Monday through Friday, March 19 - April 19

Classroom time: 8:00 am - 2:30 pm

Mandatory Orientation: Monday, February 27, 10 - 11 am

Location: Continuing Education Center

SCNA-100-03

Monday through Friday, April 30 - May 28

Classroom time: 8:00 am - 2:30 pm

Mandatory Orientation: Friday, April 13, 10 - 11 am

Location: Continuing Education Center

SCNA-100-04

Monday through Friday, June 11 - July 11

Classroom time: 8:00 am - 2:30 pm

Mandatory Orientation: Monday, May 14, 10 - 11 am

Location: Continuing Education Center

Clinical time: 8:00 am - 2:30 pm

Location: Shady Lane Nursing Home, Clarksboro

Instructor: *Anna Blushtein, RN*

WCNA-100-05

Tuesday - Thursday, January 3 - March 1

Classroom time: 5:00 - 9:00 pm

Mandatory Orientation: Monday, December 12, 7 pm

Location: Continuing Education Center

SCNA-100-06

Tuesday - Thursday, April 10 - June 7

Classroom time: 5:00 - 9:00 pm

Mandatory Orientation: Monday, March 19, 7 pm

Location: Continuing Education Center

Clinical time: 5:00 - 9:00 pm

Location: Shady Lane Nursing Home, Clarksboro

Instructor: *Kelli Bealor*

NEW! Medical Administrative Assistant

If you've ever considered working in a medical office, you should definitely consider becoming a Medical Administrative Assistant. Medical Administrative Assistants are an essential part of any medical office because they manage the patient records, aid in coding insurance forms, prepare and process insurance claims, and handled the day-to-day functions of a medical office.

The Medical Administrative Assistant program is designed to prepare students for entry-level positions as medical administrative assistants in a variety of health care settings. Students study various administrative procedures including patient processing, the processing of medical insurance claims, billing and collections, and general office procedures.

Cost: \$899

WMAS-100-01

Tuesday & Thursday, February 7 - March 29

6:00 - 9:00 pm

Location: Continuing Education Center

NEW! SpringCharts Electronic Health Records

This hands-on class prepares you to perform duties using the SpringCharts EHR software. This program is used by physicians in a variety of medical specialties, both national and international for recording appointments, patient tracking, reports, coding, chart evaluation, template management and billing. Students should bring their own flash drive to class to save their work. 2.4 CEUs

Cost: \$329

WSCE-100-01

Saturday, March 17 - May 12

9:00 am - Noon

Location: Continuing Education Center

Medical Billing Assistant

The skills taught in this course will prepare you to perform both manual and computerized medical billing. You will be introduced to Current Procedural Terminology (CPT-4th edition), procedure codes, preparation of claims for payment processing, instruction in following up on delinquent claims, and credit and collection techniques including legal implications, regulations, and insurance problems. 8.4 CEUs

Cost: \$799 (\$10 registration, \$289 tuition, \$350 lab, \$150 materials)

MBA-100-01

Tuesday & Wednesday, March 20 - June 20

6:00 - 9:00 pm

Location: Continuing Education Center, room 818

Instructor: Alice Haas

Professional Medical Coding

Are you interested in becoming a Certified Medical Coder? This program teaches the fundamental coding skills and prepares you to take the American Academy of Professional Coders® (AAPC) exam for a career in medical coding. With the expanding health care system, medical coders are in high demand. Professionals with medical coding training find jobs working with insurance companies and medical offices, assisting doctors, nurses and other providers by clarifying patient data. This program provides up-to-date information relating to CPT, HCPCS, and ICD-9-CM coding procedures and is designed to help students meet the challenge of today's changing standards while learning and improving their coding skills. This course covers diagnostic and procedural coding according to the ICD-CM and CPT so you may become a Certified Medical Coder! This course prepares you to take the Certified Professional Medical Coding Exam. 10.5 CEUs

Cost: \$2,100

WHST-207-01

Monday & Thursday, February 20 - June 25

6:00 - 9:00 pm

Location: Continuing Education Center, room 818

Instructor: Jacqui Bauer



BOSTON REED COLLEGE

Start a New Career as a Veterinary Assistant!

Gloucester County College, in partnership with Boston Reed College, is offering a Veterinary Assistant training program. Students will learn how to assist the Veterinarian or the Veterinarian Technician in their daily tasks. Students will learn proper handling and procedures for examination of pets for signs of illness, disease, or injury through practical training. Instruction includes legal, ethical and professional standards as well as nutrition basics for animal care. Also covered are hygiene and sterilization techniques used for laboratory and surgical equipment as well as maintenance and management of a veterinary setting. This training is appropriate for those seeking employment in veterinary practices, laboratories, animal hospitals, shelters and clinics.

Program Fee: \$999 includes textbooks, program materials and certificate of completion.

WBVP-100-01

Saturday, February 4 - March 3

9:00 am - 4:30 pm

Location: Continuing Education Center

Prepare for Pharmacy Technician Certification!

Gloucester County College, in partnership with Boston Reed College, is offering a basic Pharmacy Technician Training Program. A Pharmacy Technician assists the pharmacist with mixing and packaging prescriptions, referring clients to the pharmacist for counseling, inventory control and purchasing, as well as collecting payment and coordinating billing. Pharmacy Technicians are in demand as one of the fastest growing occupations in healthcare. This program is designed to prepare graduates for the Pharmacy Technician Certification Examination (PTCE) or other similar certification examinations.

Program Fee: \$1,599 (includes all textbooks and lab supplies)

SBPT-100-01

Saturday, April 14 - June 30

9:00 am - 4:30 pm

Location: Continuing Education Center

Sign up for a FREE online information session "Discover a Career in Healthcare" session to learn about careers in healthcare, training programs, financing options, prerequisites and externships! Seats are limited. Call or visit our Web site for information, schedules and registration!

800-201-1141

www.BostonReedCollege.com



Certified Home Health Aide

Prerequisites: Background check, proof of physical and Mantoux (PPD 2-step process) immunization

Home Health Aides are in demand and serve as healthcare workers in a variety of settings such as hospice, home care, and assisted living facilities. Home Health Aides assist with the physical, psychosocial, social, and spiritual needs of their clients. Through a partnership with Bayada Nurses, Gloucester County College is offering this New Jersey Board of Nursing approved certification course. This comprehensive course provides

a foundation for understanding in-home health and personal care. You will participate in hands-on lab practice and complete the New Jersey Certified Home Health Aide application. This state approved program includes 76 hours of classroom content with 16 hours of clinical practicum. This course includes the cost of the New Jersey Certified Home Health Aide examination. Students must be at least 18 years of age to attend. 9.2 CEUs

Cost: \$599

WCHH-100-01

Monday through Thursday, February 27 - March 22

9:00 am - 3:30 pm

Clinical times: 8:00 am - 2:30 pm

Mandatory Orientation: Thursday, February 9

1:00 - 4:00 pm, Continuing Education Center

SCHH-100-02

Monday through Thursday, May 21 - June 14

9:00 am - 3:30 pm

Clinical times: 8:00 am - 2:30 pm

Mandatory Orientation: Thursday, May 10

1:00 - 4:00 pm, Continuing Education Center

Certified Home Health Aide for CNA Professionals

Are you currently a CNA looking to expand your employment opportunities in the Health Care Industry? Enroll in the three-day training course which will lead to a certification as a Home Health Aide in New Jersey.

As a Certified Nursing Assistant, you would just need to successfully complete the Homecare/ Hospice Module which is taught by a New Jersey Board of Nursing approved RN instructor. Completion of the course includes an application to the board for

Certification. Dual certification as a CNA and Home Health Aide will provide you with opportunities to work in both health care facilities and private homes. You must complete the Bayada Nurses application before registering.

Cost: \$219 (\$10 registration, \$159 tuition, \$50 material)

WCHN-100-01

Tuesday through Thursday, February 14-16

SCHN-100-02

Tuesday through Thursday, May 15 - 17

9:00 am - 3:30 pm

Location: Bayada, Washington Township

CPR Classes

First Aid/CPR

(Emergency Care and Safety Institute)

This course will include adult, child, and infant CPR, obstructed airways (conscious and unconscious), safety and preventive measures (2-year certification card), first aid, control bleeding, treat for shock, seizures, eye injuries, burns, stroke, and more (2-year certification card). Price for course includes the book and certification cards. .7 CEUs

Cost: \$109

WHST-140-01

Saturday, February 25

WHST-140-02

Saturday, March 31

SHST-140-03

Saturday, May 12

9:00 am - 2:00 pm

Location: Continuing Education Center

Instructor: Maryann Murphy

settings. This course trains participants to promptly recognize several life-threatening emergencies, give high-quality chest compressions, deliver appropriate ventilations and provide early use of an AED. It includes adult, child, and infant rescue techniques. This course also teaches relief of choking. This certificate will be good for two years.

Cost: \$109

WHST-101-01

Saturday, February 25

WHST-101-02

Saturday, March 10

9:00 am - 3:00 pm

SHST-101-03

Saturday, April 28

SHST-101-04

Saturday, May 12

SHST-101-05

Tuesday & Wednesday, May 29 & 30

7:00 - 10:00 pm

Location: Continuing Education Center

Instructor: Bob Diaz

CPR and Renewal (BLS) Classes for the Healthcare Provider

CPR/AED for the Healthcare Provider

This course is designed for healthcare professionals and other personnel who need to know how to perform CPR and other basic cardiovascular life support skills in a wide variety of in- and out- of hospital settings. This audience includes nurses, physicians, EMS professionals, and students in a healthcare program at a university/college, allied health professionals (physical therapists, occupational therapist, athletic trainers, etc.) and others who may need training in basic life support skills. BLS for Healthcare Providers Course reflects the 2010 AHA Guidelines for CPR & ECC, published in October 2010: This video-based, Instructor-led course teaches both single-rescuer and team basic life support skills for application in both in- and out-of-hospital

Renewal CPR (BLS)

(This class is for the Healthcare Provider)

This class is designed for those students who have a current unexpired BLS certification card. Recertification will require successful demonstration of CPR in the adult, child and infant, including AED technique. Also, students will be required to relieve foreign body airway obstruction on the responsive and unresponsive victim. .4 CEUs

Cost: \$55

WHST-201-01

Saturday, February 11

WHST-201-02

Tuesday, February 28

9:00 am-2:00 pm

SHST-201-03

Saturday, April 14

SHST-201-04

Saturday, May 26

SHST-201-05

Tuesday, April 17

6:00 - 10:00 pm

Location: Continuing Education Center

Instructor: Bob Diaz

Online Medical Coding and Billing Programs

In Partnership with Career Step, one of the nation's leading providers of online medical transcription and coding and billing training, GCC is pleased to offer on-line medical training programs. Train at home for these in-demand healthcare careers. According to the U.S. Department of Labor, healthcare will generate 3.2 million new jobs by 2018. You can be prepared to pursue those career opportunities in one year or less!



Online Medical Transcription

Become a Medical Transcriptionist through online learning. Successful completion of this program can give you the potential to make up to \$40,000 per year working from home on your own computer. The curriculum is approved by the Association for Healthcare Documentation Integrity (AHDI, formerly the American Association of Medical Transcription, or AAMT) and was developed by Career Step.

Tuition: \$2,475 Medical Transcription Editor or \$1,975 Medical Transcription

Online Medical Coding & Billing

This highly interactive online program will give you hands-on experience in the same software many medical facilities use. You will develop the knowledge and skills needed to meet and exceed the requirements for both the American Health Information Management Association (AHIMA) and American Academy of Professional Coder (AAPC) certification exams.

Tuition: \$2,350 Inpatient/Outpatient Coding and Billing or \$1,975 Outpatient Coding and Billing

Pharmacy Technician

The pharmacy technician field is a part of the growing healthcare industry as well as one of the 20 fastest growing occupations in the nation. The Career Step Pharmacy Technician training program will help you gain the knowledge and skills necessary to work in both retail and institutional settings, and to help you prepare for national certification exams.

Tuition: \$1,899

Medical Administrative Assistant

In less than 3 months, you can be prepared for a successful career as a medical administrative assistant! Career Step's curriculum is certified by the National Healthcareer Association and was developed by industry professionals with years of experience. The program is specifically designed to prepare you to pass the Certified Medical Administrative Assistant (CMAA) exam and get a job right after graduation.

The Career Step Medical Administrative Assistant program is broken into 18 modules. You'll start each module by reviewing a specific learning objective and then move on to various reading assignments. These reading assignments have short quizzes, interactive games, videos, and images throughout to make it more interesting and help you quickly learn the material.

Tuition \$1,299

These online, self-paced courses are available 24hours/day, 7 days/week. A laptop computer will be provided to each student for their use during and after the completion of the course.

To learn more and to register for these courses, you must attend a mandatory information session on Wednesday, April 18 from 6:00 to 8:00 pm at the Continuing Education Center, room 801. To register for this information session, go to www.gccnj.edu/ce or call 468-5000, Ext. 5515. In this session, you will learn more about each program, including the amount of time it takes to complete the course, the skills you need, and the career options available to you after successful completion.

Sports Nutrition and Personal Fitness Certification

Become American Aerobic Association International/International Sports Medicine Association (AAAI/ISMA) certified and earn the credentials to start or to enhance your job opportunities in the expanding fitness and health industry. Your AAAI/ISMA certification is valid in every state and is internationally renowned as the top certification credential. AAAI/ISMA has over 85,000 members worldwide.

Personal Fitness Trainer Certification I

Become a trainer. Learn the principles of cardiovascular fitness, weight training and nutrition. This 8-hour program includes: principles of strength conditioning, principles of aerobic conditioning, fitness testing, and body composition, prevention and identification of injuries, designing fitness programs for clients including free weights, resistance training, and cardiac conditioning, marketing, motivation, problem solving, and career enhancement. Certification test will be given during the course. .8 CEUs

Cost: \$99 (Students must purchase the text by calling 609-397-2139.)

WPFT-100-01 **SPFT-100-04**
Saturday, January 7 Saturday, April 7

WPFT-100-02 **SPFT-100-05**
Saturday, January 21 Saturday, May 26

WPFT-100-03
Saturday, March 3

8:30 am – 4:30 pm

Location: Continuing Education Center

Instructor: Joe Cannon, MS, CSCS, NSCA-CPT

Sports Nutrition Consultant Certification

Learn in-depth principles of nutrition. Assist clients with specific dietary and nutrition needs. This 8-hour program includes information on: nutrition to meet your own goals, how to help your clients achieve their goals, nutrition and energetics, nutrition and athletic performance, designing diets, sport specific nutrition, nutrition and ergogenic aids/anabolic steroids, and body composition testing. .8 CEUs. **Certification test will be given during the course.**

Cost: \$99 (Students must purchase the text by calling 609-397-2139.)

WSNC-100-01
Saturday, January 28

SSNC-100-02
Saturday, March 24

8:30 am – 4:30 pm

Location: Continuing Education Center

Instructor: Joe Cannon, MS, CSCS, NSCA-CPT, AAAI/ISMA Staff

Personal Trainer Certification

Prerequisite: CPR/AED Certificate

Whether a career move or for your own personal knowledge, get all the information you need to become a Certified Personal Trainer. This challenging course is taught over a 5-week period for better retention and skill competency. The National Exam is held on the sixth week. This course is formatted as a 60-hour program and is comprised of 15 hours of lecture, 15 hours of practical training and a 30-hour internship. CPR/AED is needed to receive the certificate. It covers topics including biomechanics, exercise physiology, fitness testing, equipment usage and health assessment. W.I.T.S. is the only major certifying organization in the country providing comprehensive practical training and internship components. W.I.T.S. is an approved CEU provider for the Board of Certification for Athletic Trainers (BOC), the American Occupational Therapy Association (AOTA), National Certification Board for Therapeutic Massage & Bodywork (NCBTMB), Veterans Training and Education, and the International Association of Continuing Education and Training (IACET).

Cost: \$599

WPWT-100-01
Saturday, January 21 – February 25

SPWT-100-02
Saturday, March 17 – April 28

9:00 am–4:00 pm

Location: Continuing Education Center



To Register by phone: **856-415-2217**

Tax Preparer Certification

The coursework covered in this class is beneficial to individuals wishing to prepare taxes, and to ensure that tax preparers are able to meet new standards enacted in 2011 by the Internal Revenue Service. This 18-hour course provides instruction for preparing individual tax returns for various clients with varying degrees of difficulty. After completion of this course, participants will be able to sit for the Registered Tax Preparer Exam offered by the IRS and required for all those wishing to prepare taxes as a paid preparer. The course provides instruction in completing the 1040 form, along with Schedule A for Itemized Deductions, Schedule B for Interest and Dividends, Schedule C for Sole Proprietorships, Schedule D for Capital Gains, and Schedule E for Rental Real Estate.

Cost: \$460

TPC-100-02

Wednesday, May 2 - June 6

6:00 - 9:00 pm

Location: Continuing Education Center

Instructor: Paul Boland

Notary Public Education and Training

There is a growing need for Notaries Public in many professions, including financial, real estate, business and legal. This class will educate you on how to become a valuable employee and how to better protect your employer's business. You will be given detailed instructions on how to obtain your notary commission for the State of New Jersey. Additionally, you will acquire skills and tools to complete your state-assigned job duties as described by the New Jersey Department of Revenue. Completion of this course will give any notary (new or renewing) the ability to perform all notary duties with less liability and more confidence!

You will learn the answer to these questions:

- What can a New Jersey Notary do?
- What should a New Jersey Notary do?
- What is my liability as a New Jersey Notary?
- What is my employer's liability as a New Jersey Notary?
- How can I earn money as a New Jersey Notary? .4 CEUs

Cost: \$75

WNPE-100-01

Saturday, February 4

SNPE-100-01

Saturday, April 21

9:00 am - 1:00 pm

Location: Continuing Education Center

Instructor: Jennie Stormes



Forklift Operator Training

Gloucester County College, in partnership with Smith and Solomon, is pleased to offer Forklift Operator Training that is OSHA compliant (1910.178) with the goal of training individuals to properly and safely operate a lift truck. Upon completion, you will be evaluated on three pieces of equipment and, if successful, will be certified for three years. The components of the program are as follows:

- 4 hours of classroom instruction
- 4 hours of hands-on operation of:
 - Sit-down counterbalanced truck
 - Stand-on narrow aisle picker
 - Motorized hand truck
- Operation in both closed and open environments

Successful students will receive a Certificate of Completion. .8 CEUs

Cost: \$200 per individual

WFOT-100-01

Friday, January 27

SFOT-100-04

Friday, April 27

WFOT-100-02

Friday, February 24

SFOT-100-05

Friday, May 18

WFOT-100-03

Friday, March 30

8:00 am - 4:30 pm

Location:

721 Cuthbert Rd.

Cherry Hill, NJ 08002-3417

856-661-0400

Commercial Truck Driving

The Gloucester County College Commercial Driving School is a partnership between GCC and Bradway Truck Driving School, Inc. You will prepare to pass the NJ DMV required written and road tests necessary to obtain the CDL-A license. In addition to work in the classroom, you will take short trips which involve picking up and delivering loads to customers and pulling loads with full-capacity weights. Driving is done in conditions from metropolitan areas to open territory and rolling hills. 17 CEUs



Prerequisites:

- A desire to embark on a challenging and rewarding career change
- Minimum age of 21 years old
- Possess a valid automobile license with an acceptable license abstract
- Pass D.O.T. physical and drug test
- Must be able to read, write and comprehend English

UNEMPLOYED?
THIS COURSE QUALIFIES FOR
STATE TRAINING GRANTS

Hours: 170

Total Cost: \$3,995

WCDL-100-01

Monday through Friday, January 16 – February 10

WCDL-100-02

Monday through Friday, February 13 – March 9

WCDL-100-03

Monday through Friday, March 12 – April 6

SCDL-100-04

Monday through Friday, April 9 – May 4

SCDL-100-05

Monday through Friday, May 7 – June 1

7:30 am – 5:00 pm

Location: Bradway Trucking – Vineland, NJ



Certified Occupational Safety Specialist (COSS)

(The New Standard for Safety Practitioners)

The Certified Occupational Safety Specialist program is an intense, curriculum-based certificate course for safety practitioners. COSS students learn the essentials needed to create and maintain a culture of safety in the workplace. This professionally designed program is for safety practitioners—the people best suited to bring about the changes necessary for a safe environment. That combination, along with the OSHA Outreach 10-Hour cards of completion in General Industry and Construction make the COSS program truly unique and value-added.

COSS is one of only 41 programs certified by the American Petroleum Institute, and because of the strength of this accreditation, COSS is the only program of its kind taught at the college level.

Cost: \$1,699

WSAF-100-04

Monday – Friday, February 6 - 10

SSAF-100-05

Monday – Friday, May 7 - 11

8:00 am–5:30 pm

Location: Continuing Education Center

DVSC Delaware Valley
Safety Council



**GLOUCESTER
COUNTY COLLEGE**

Contact: Allen Magid, 856-468-5000, Ext. 5503 or email at amagid@gccnj.edu

To Register by phone: **856-415-2217**

UCC Courses

Uniform Construction Code Program

Experienced contractors who wish to become NJ Construction Code Enforcement Inspectors and Officials must complete a mandatory education program under the New Jersey Uniform Construction Code Act. GCC has been approved by the NJ Department of Community Affairs (DCA) to offer the required courses intended for students seeking licensure in New Jersey to study NJ code standards.

After taking the required courses, contractors also need to pass National Exams. Students needing additional material and training for the national exams or with questions about requirements or textbooks should contact the DCA Licensing Unit at 609-984-7834 or www.nj.gov/dca/codes/licensingunit/index.html or the publications office at 609-984-0040. The DCA has a program of reimbursement for a percentage of the cost of tuition for each course successfully completed, if funding is available.

The same textbook is used for all courses: *New Jersey Uniform Construction Code*. Please obtain textbook online at <http://www.nj.gov/dca/codes>. Allow four to six weeks for delivery.

Prerequisite: All course work within a particular discipline must be taken in the appropriate sequence (i.e., RCS, ICS, HHS).

Building Inspector RCS

Construction Specialist (R.C.S.)
This course has been designed to meet the State's educational program requirements to become licensed as a New Jersey Building Inspector R.C.S. [NJAC 5:23-5.20(e)]. The course provides study of structural design and analysis, materials, standards, plan review, inspection techniques and the Uniform Construction Code.

Required Texts: The International Building Code 2009, The International Residential Code 2009, The International Mechanical Code 2006, Uniform Construction Code – State of NJ.

90 Hours

\$595 (tuition only)

UCC-101-01

Plumbing Inspector ICS

The program is designed to satisfy the educational requirement for licensure as a Plumbing Inspector. I.C.S shall consist of a minimum of 120 hours of instruction in technical and administrative areas with the specified texts as they apply to the plan review of Class II and Class III structures and the inspection of all structures as established at N.J.A.C. 5:23-3.

Required Texts: National Standard Plumbing Code –2009, International Fuel Gas Code – 2009, International Mechanical Code –2009

120 Hours

\$795 (tuition only)

UCC-102-01

Electrical Inspector ICS

This course covers the administrative, plan review and inspection requirements for electrical systems and design applicable to Class II and III structures.

Text: 2008 National Electrical Code, current Uniform Construction Code, and 2008 National Electrical Code Inspector Manual.

60 hours

\$425 (tuition only)

UCC-103-01

Subcode Official

Prerequisite: Possession of a license as an inspector of the same type and specialty as the subcode official being applied for.

This course has been designed to meet the State's educational program requirements to become licensed as a New Jersey Subcode Official (NJAC 5:23-5.20(m)). This course provides the State-required 45 hours of classroom instruction and deals with the duties and responsibilities of the subcode official's responsibilities, the methods of code enforcement and related legislation.

Topics: Legal aspects of code enforcement and related legislation.

Required Text: The State provides the Subcode Official Handout, and it requires the student to have the Uniform Construction Code Regulations (NJAC 5:23) 45 hours

\$375 (tuition only)

UCC-104-01

For more information and start dates, please contact Allen Magid at 856-468-5000, Ext. 5503

To Register online: www.gccnj.edu/ce



Gloucester County College and Weichert Real Estate School

Begin your career in Real Estate today!!

This is the first step to beginning your exciting and lucrative career in real estate! This non-credit course takes students through the principles of real estate and includes the study of property interests, contracts, financing titles, deeds and closing, appraising leases, federal laws, NJ statutes and NJ Real Estate Commission rules and regulations. This course is designed to prepare you to sit for the NJ Real Estate Salesperson examination. 7.5 CEUs

Cost: \$349

WREA-100-01

Tuesday & Thursday, January 17 – March 27
6:30 – 10:00 pm

WREA-100-02

Monday through Friday, February 6 – 17
9:00 am – 4:30 pm

SREA-100-03

Tuesday & Thursday, April 10 – June 14
6:30 – 10:00 pm

SREA-100-04

Monday through Friday, April 16 – 27
9:00 am – 4:30 pm

SREA-100-05

Monday through Friday, May 14 – 25
9:00 am – 4:30 pm



Location: Continuing Education Center

This course is not eligible for a tuition waiver (Unemployment, National Guard, Senior Citizen discount, College employees, etc.)

New Jersey Licensing: An applicant for a NJ real estate salesperson's license must be at least 18 years old and have a high school diploma or GED. A student must pass the 75-hour course, pass the state exam (\$60), and have a NJ broker sponsor his/her license. The NJ Real Estate Commission will conduct a criminal background check on all Agent candidates. **Payment in full is required at the time of registration. Fee includes textbook, registration, and class. Refunds will be issued only if the class is cancelled or if the student opts to drop the class before the date that the class is scheduled to begin.**

**Important Note: For questions regarding New Jersey Real Estate Licensure, please call the Weichert Real Estate School directly at 800-544-3000 or go to www.schoolsofrealstate.com*

OSHA 8-hour HAZWOPER Refresher

The 8-hour refresher course meets the requirements outlined in OSHA 29 CFR 1919.120 for the annual refresher training for workers at hazardous waste sites. This course is designed for general site workers who remove hazardous waste or who are exposed or potentially exposed to hazardous substances of health hazards.

Cost: \$199

OHR-100-02

Saturday, February 25

OHR-100-03

Saturday, April 21

8:00 am – 5:00 pm

Location: Continuing Education Center

OSHA 10-hour Construction

The 10-hour Construction Industry Outreach Training Program is intended to provide entry-level construction workers general awareness on recognizing and preventing hazards on a construction site. This course is designed for construction workers as an ideal orientation to those who are new to the industry and as a reminder to those who have been working in the industry to the hazard associated with their work.

Cost: \$229

OHC-100-02

Saturday, April 7 & 14

8:00 am – 1:00 pm

Location: Continuing Education Center

To Register by phone: **856-415-2217**

OSHA 10-hour General

The 10-hour General Industry Outreach Training Course is intended to provide entry-level general industry workers broad awareness on recognizing and preventing hazards on a general industry site. Students will be introduced to OSHA policies, procedures and standards as well as general industry safety and health principles covered in OSHA Act part 1910. Special emphasis will be placed on areas most hazardous using OSHA Standards as a guide.

Cost: \$229

SOHG-100-02

Saturday, May 5 & 8

8:00 am – 1:00 pm

Location: Continuing Education Center

**LEAD Safety Training
available for
NJ Contractors**

**See page 18
for more information**

Fire Training

Gloucester County Fire Academy (GCFA)

Firefighter I

Prerequisites: Students must be 18 years of age; a member of a fire company, department or brigade; provide proof of enrollment in the organization's respiratory protection program; and be prepared to demonstrate proof of physical fitness. Students must be equipped with gear that meets ALL applicable standards and regulations.

**Note: Students must complete: I-100, I-700 & CPR and provide proof by end of semester.*

This course follows the National Fire Protection Standard 1001 and the New Jersey certified curriculum. Topics include: fire chemistry, fire ground safety, SCBA, ladders, search and rescue, communications, ventilation, fire suppression, HAZMAT Level I Awareness and Level 2 Operations, hazard communication, NJRTK, confined space awareness, and blood-borne pathogens.

Cost: In-county resident — FREE (text included), Out-of-county resident — \$150 (text included)

Text: Jones & Bartlett, Fundamentals of Fire Fighter Skills

FFI-100-01

Start date: January 13, 2012

Monday & Wednesday evenings at 7:00 pm and every other weekend at 8:30 am

Location: Gloucester County Fire Academy, Clarksboro

Registration: Gloucester County Fire Academy

200 Shady Lane, Clarksboro, NJ 08020

856-423-4127 or Fax 856-423-4861

Registration closes when class limit (45) is reached!

The Gloucester County Fire Academy is able to assist area businesses and organizations with specialized training such as:

- Extinguisher Instruction
- Hazard Communications/NJ Worker Right-to-Know
- Infection Control of Blood Borne Pathogens
- Confined Space Awareness
- HAZWHOPER
- DOT Using the Emergency Response Guidebook 2008 ed.
- Recognizing and Preventing Sexual Harassment in the Workplace

Customized fire-safety training is available both at the academy and off-site at industries and emergency services organizations. The Gloucester County Fire Academy is located in Clarksboro, NJ. In addition to classroom instruction, the facility also offers a burn building, full-sized aircraft replica and ranch-style smokehouse.

For start dates and additional information please contact Robert Hill, Director of the GCFA, at 856-423-4127 or rhill@gccnj.edu.

BACK BY
POPULAR DEMAND!

ServSafe® — Food Safety Manager Training

Who Should Participate? Individuals working in any type of food service business including restaurants, day-care centers, schools, etc.

New this semester — a two-day, **8-hour total** ServSafe® training session! Just like the traditional 16-hour session, this condensed, 8-hour session prepares participants to take the official ServSafe® certification exam which is offered at the conclusion of the training. The training is now being offered in two 4-hour sessions for a total of eight training hours. But you'll still have a week in between sessions to review and study the book. Self-study during that week is incumbent on the student's successful passing of the exam.

The exam is provided at the end of the second session. The participant's cost of \$189 includes two 4-hour training sessions, the ServSafe® book, and the exam. We provide the book for you — no need to purchase it ahead!



ServSafe® meets the needs of New Jersey food laws and regulations and recognizes program completers as certified Food Safety Managers. The ServSafe® Program was developed by restaurant and foodservice experts for food safety professionals. It sets the standard with comprehensive food safety training and an accredited certification examination.

NEW 8-Hour Class

Cost: \$189

SST-100-07

Friday, March 3 & 10

8:30 am - 12:30 pm

SST-100-08

Friday, May 11 & 18

8:30 am - 12:30 pm

Location: Gloucester County Fire Training Academy

Instructor: John Smith

ServSafe® – Food Safety Manager EXAM ONLY – \$55

(Provides exam/proctor only, not the textbook or training course)

The exam provides an opportunity for individuals to retest for the certified ServSafe® Food Safety Manager certificate. This does not include training or text book. Pre registration is required.

SSE-100-07

March 10

SSE-100-08

May 18

10:30 am - 12:30 pm

Location: Gloucester County Fire Academy, Clarksboro, NJ

Good Manufacturing Practices

Who Should Participate? Individuals working in the food processing industry — at any level.

Good Manufacturing Practices (GMPs) are a set of rules mandated by federal regulation for any facility manufacturing food, designed to protect our food supply from contamination or adulteration. Violation of GMP rules can result in not only causing illness or injury to your customers, but also can result in fines,

jail time, and loss to your business due to product recall. This seminar will cover the basic guidelines along with details of how to apply these rules in your daily operation. Examples of GMP violations will be discussed, along with how to avoid them in your facility.

Cost: \$55

GMP-100-04

Friday, April 13

9:00 - 11:00 am

Location: Gloucester County Fire Academy,

Clarksboro, NJ

Instructor: Donna Schaffner

To Register by phone: **856-468-5000, Ext. 5503**

Sensory Evaluation for Quality Control

Who Should Participate? Quality Control Supervisors and Managers, Plant Supervisor and Managers, Quality Technicians.

Evaluation of line samples is a key part of food production quality control. Are your procedures for sensory evaluation as objective as other measures? This course will review basic elements of evaluating products, and how to add controls and objectivity to plant sensory evaluation for line samples, incoming ingredients, and finished products.

Cost: \$65

SEQ-100-01
Friday, February 17

SEQ-100-02
Friday, May 17

9:00 – 11:00 am

Location: Gloucester County Fire Academy,
Clarksboro, NJ

Instructor: Susan Mayer

Allergen Awareness for Food Processors

Who Should Participate? Food processing industry employees at all levels.

Consumers are becoming more aware of allergens in the products they buy. To meet their consumers' needs and prevent costly product recalls, processors must take extra steps to label, store, and control ingredients and products that contain allergens. This seminar will explain and define allergens and sensitivities, as well as where to find current information on U.S. regulations. Ingredient storage and labeling and preventing allergen cross-contamination throughout production will be emphasized.

Cost: \$65

AAF-100-01
Friday February 24

AAF-100-02
Friday, May 11

9:00 – 11:00 am

Location: Gloucester County Fire Academy,
Clarksboro, NJ

Instructor: Susan Mayer

HACCP Certification

Who Should Participate?

Food industry managers; companies seeking SQF or similar certification.

This two and a half day course covers information that management personnel need in order to write Hazard Analysis Critical Control Point (HACCP) plans or to conduct the annual re-assessment and re-validation of their company's pre-existing HACCP plans. Basic information needed for conducting a hazard analysis will be discussed, along with recommendations on how to differentiate between Control Points and Critical Control Points, how to choose Critical Limits, set up monitoring programs and implement corrective actions when deviations occur. Documentation for all aspects of the HACCP program, along with monitoring and pre-requisite activities, and the required records review procedures will be covered in this course. Participants receive a copy of the referenced textbook and handouts, and complete a written exam at the end of the course. Those satisfactorily completing the HACCP Exam receive HACCP Certification

Cost: \$529

HFM-100-01

Wednesday, Thursday & Friday, June 6 - 8

8:30 am – 5:00 pm (8:30 am – 12:30 pm on Friday)

Location: Gloucester County Fire Academy,
Clarksboro, NJ

HACCP Annual Reassessment

Who Should Participate? Food Industry Managers and those responsible for following and creating a Hazard Analysis and Critical Control Point (HACCP) plan.

How adequate and effective is your current HACCP plan? Attend this seminar to determine if your HACCP plan effectively controls the identified critical hazards. In addition, we will assist you in reviewing the details of your current plan to determine if any changes are needed since your last annual review. We will also address steps for implementation of identified changes.

Cost: \$79

HAR-100-01

Friday March 16

9:00 am – 12:00 pm

Location: Gloucester County Fire Academy,
Clarksboro, NJ

FREE Computer-Skills Training for Area Business Employees

presented by
**Gloucester County College
 Continuing Education Center**

In cooperation with NJCCC, NJBIA, and the NJ Department of Labor and Workforce Development,
 Gloucester County College's Continuing Education Center is offering the following courses at no cost to employees in our region:

MS Word I 2003
 CPT-801
 Monday, Jan. 30

MS Word II 2003
 CPT-804
 Monday, Feb. 6

MS Excel I 2003
 CPT-802
 Monday, Feb. 20

MS Excel II 2003
 CPT-805
 Monday, Feb. 27

MS Word I 2007
 CPT-806
 Monday, Feb. 27,
 Apr. 2, May 7
 or Saturday, Feb. 18

MS Word II 2007
 CPT-807
 Monday, Mar. 12,
 Apr. 9, May 14
 or Saturday, Mar. 3

MS Excel I 2007
 CPT-808
 Wednesday, Feb. 15,
 Mar. 7, Apr. 11, May 9
 or Saturday, Mar. 17

MS Excel II 2007
 CPT-809
 Wednesday, Feb. 22,
 Mar. 21, Apr. 18,
 May 16
 or Saturday, Mar. 31

MS Outlook 2007
 CPT-827
 Monday, Mar. 19,
 or Apr. 23

MS Word I 2010
 CPT-819
 Friday, Feb. 3, April 13
 or Saturday, May 5

MS Word II 2010
 CPT-820
 Friday, Feb. 10,
 April 20
 or Saturday, May 19

MS Excel I 2010
 CPT-821
 Friday, Feb. 24,
 Apr. 27, May 4
 or Saturday, Apr. 14

MS Excel II 2010
 CPT-822
 Friday, Mar. 2, May 4,
 May 18
 or Saturday, Apr. 28

MS Outlook 2010
 CPT-826
 Friday, Mar. 16

All classes held:
 8:00 am to
 5:00 pm

**For more information
 on eligibility
 or to register, contact:**

Wendy Venable at 856-468-5000, Ext. 5502
 or email at wvenable@gccnj.edu

OR

Allen Magid at 856-468-5000, Ext. 5503
 or email at amagid@gccnj.edu

You may also register for these
 classes online by logging on to:

www.gccnj.edu/ce

Eligibility requirements:

- Employees must be employed at least 20 hours per week.
- Employees must be paid at their usual hourly rate while in training.
- Employee must have a valid Social Security Number.
- Employer must have a valid FEIN number.
- Training can be delivered at the employer's site with a minimum of 10 employees

Community Service Corps

For classes listed below, participants must be 60 years old or older.

Medicare and You

Everything you need to know about the Medicare system and how to purchase additional insurance and prescription coverage.

Monday, January 9 or March 12

2:00 – 4:00 pm

Location: Gloucester County College, Instructional Center, Room TBA

Beginner Computer I

Very basic computer for beginners who have never tried to use a computer or has had very limited experience with a computer. Classes will review mouse control, typing, computer terminology, inserting pictures and some email.

Wednesday, January 11, February 8, or March 7

2:00 – 4:00 pm

Location: Gloucester County College, Instructional Center, Room TBA

Beginning Computer II

Review of computer I and the introduction to the remaining computer programs in Microsoft office. Doing attachments to emails, saving photographs, and three class projects will be covered.

Wednesday, January 18, February 15, or March 14
2:00 – 4:00 pm

Location: Gloucester County College, Instructional Center, Room TBA

Funding for these courses have been provided by the Gloucester County Board of Chosen Freeholders, the Gloucester County Division of Senior Services, and the New Jersey Department of Health and Senior Services.

Are you 60 years young?

Are you now engaged in volunteer work?

Would you like to be?

If your answer to any one of these questions is "YES," the COMMUNITY SERVICE CORPS would like to hear from you.

Sponsored by RSVP, the United Way of Gloucester County, Gloucester County College, and the Gloucester County Department on Aging.

Please call 856-468-1742

or visit us on our website at

www.communityservicecorps.org

1400 Tanyard Road • Sewell, New Jersey 08080 • 856-468-5000 • www.gccnj.edu



Community
★ SERVICE CORPS

NEW! Social Advertising Workshop Series

YouTube 101

YouTube is more than silly videos. It's a powerful tool to expose your ideas, products, and services to others. Learn how to make videos to promote yourself and the secrets to driving traffic to your organization through video.

Cost: \$39

CPT-828-01
Tuesday, April 3
6:00 - 8:00 pm

Blogging 101

Want to spread the word about your idea, product, or service? Join us as we learn about low-cost ways of picking the best domain name, full-featured hosting services, and how to drive traffic to your blog through little known secrets.

Cost: \$39

CPT-829-01
Thursday, April 5
6:00 - 8:00 pm

Google Advertising

Do you want to learn more about using Google Social Advertising? Then this workshop is for you. You will learn how to utilize Google Ads and also how they can benefit your business!

Cost: \$59

CPT-830-01
Tuesday & Thursday, April 17 & 19
6:00 - 8:00 pm

Facebook Advertising

Do you want to learn more about Facebook Social Advertising? Then this workshop is for you. You will learn how to utilize Facebook Ads and also how they can benefit your business!

Cost: \$59

CPT-831-01
Tuesday & Thursday, April 24 & 26
6:00 - 8:00 pm

Computer Training

Take all 3 classes in a series
for only \$299

Microsoft Word 2010

Become familiar with this popular word processing software package.

Prerequisite: Keyboarding , Microsoft Windows 7 or equivalent recommended.

Cost: \$129 each or all three for \$299

Beginner

Become familiar with the newest version of this popular word processing software. The beginner course will teach you the different parts and functions of the Word window, navigation and selection techniques, editing and formatting text, tables, page layout, proofing and printing documents, and using graphics. .6 CEUs

WCPT-280-01
Monday & Wednesday, January 30 & February 1

SCPT-280-02
Monday & Wednesday, April 2 & 4
6:00 - 9:00 pm

Location: Continuing Education Center

Intermediate

This course covers styles, sections and columns, formatting tables, labels and envelopes, graphics, templates, tracking revisions and Web features. .6 CEUs

Prerequisite: Word 2007 Beginner.

WCPT-281-01
Monday & Wednesday, February 6 & 8

SCPT-281-02
Monday & Wednesday, April 9 & 11

6:00 - 9:00 pm

Location: Continuing Education Center

Advanced

The advanced course teaches the user how to use mail merge for form letters, mailing labels, and envelopes, how to create forms, working with long documents, and using objects and document backgrounds. .6 CEUs

Prerequisite: Word 2007 Beginner and Intermediate.

WCPT-292-01
Monday & Wednesday, February 13 & 15

SCPT-292-02
Monday & Wednesday, April 16 & 18

6:00 - 9:00 pm

Location: Continuing Education Center



Excel 2010

Become familiar with the newest version of this popular spreadsheet software.

Prerequisite: Keyboarding Microsoft Windows or equivalent recommended.

Cost: \$129 each or all three for \$299

Beginner

The beginner course will teach you the latest spreadsheet terminology, entering and editing data, modifying a worksheet, using functions, formatting worksheets, creating charts, and how to manage large workbooks. .6 CEUs

WCPT-282-01

Tuesday & Thursday, February 21 & 23

SCPT-282-02

Tuesday & Thursday, April 24 & 26

6:00 - 9:00 pm

Location: Continuing Education Center

Intermediate

Intermediate course covers using multiple worksheets and workbooks and how to link them, advanced formatting, using lists and tables, sorting and filtering, and working with styles and themes. .6 CEUs

Prerequisite: Excel 2007 Beginner.

WCPT-287-01

Tuesday & Thursday, February 28 & March 1

SCPT-287-02

Tuesday & Thursday, May 1 & 3

6:00 - 9:00 pm

Location: Continuing Education Center

Advanced

Learn advanced functions, pivot tables and charts, exporting and importing data, lookups and analytical options. .6 CEUs

Prerequisite: Excel 2007 Beginner and Advanced.

WCPT-293-01

Tuesday & Thursday, March 6 & 8

SCPT-293-02

Tuesday & Thursday, May 8 & 10

6:00 - 9:00 pm

Location: Continuing Education Center

Access 2010

Acquire an understanding of this object oriented data base. **Prerequisite:** Microsoft Windows or equivalent recommended.

Cost: \$129 each or all three for \$299

Beginner

In this course, explore database concepts and plan and design a simple database. Learn about finding, editing and organizing records, setting field properties, creating and using queries, creating forms, and working with reports. .6 CEUs

WCPT-288-01

Monday & Wednesday, February 20 & 22

SCPT-288-02

Monday & Wednesday, April 23 & 25

6:00 - 9:00 pm

Location: Continuing Education Center

Intermediate

This course builds on the skills taught in Access 2007: Beginner. Learn how to normalize data; work with Lookup fields and subdatasheets; add objects to forms, print reports and labels; create charts; and use PivotTables and PivotCharts. Prerequisite: Microsoft Access Basic. .6 CEUs

WCPT-289-01

Monday & Wednesday, February 27 & 29

SCPT-289-02

Monday & Wednesday, April 30 & May 1

6:00 - 9:00 pm

Location: Continuing Education Center

Advanced

The advanced course covers how to query with SQL; create crosstab, parameter, and action queries; create Macros; import, export, and link database objects; work with XML documents; password-protect and encrypt databases; set Access options and properties; and create hyperlink fields. Pre-requisite: Microsoft Access Basic and Intermediate. .6 CEUs

WCPT-291-01

Monday & Wednesday, March 5 & 7

SCPT-291-02

Monday & Wednesday, May 7 & 9

6:00 - 9:00 pm

Location: Continuing Education Center

**Take all 3 classes in a series
for only \$299**

PowerPoint 2010

Learn to create high quality electronic slide presentations for use in a business setting, classroom or at home with the newest version of this popular presentation software.

Prerequisite: Microsoft Windows or equivalent recommended.

Cost: \$129

Beginner

The beginner course introduces you to the fundamental features of PowerPoint. Learn how to create new presentations, format slides, modify text, draw objects, insert and use graphics, use tables, charts, and diagrams, transition and time presentations, and create slide masters. Finally, learn how to modify, proof and deliver presentations. .6 CEUs

WCPT-273-01

Monday & Wednesday, March 12 & 14

SCPT-273-02

Monday & Wednesday, May 14 & 16

6:00 - 9:00 pm

Location: Continuing Education Center

Advanced

Expand on the knowledge from Beginner PowerPoint and create custom presentations. Work with master slides, modify clip art and add animations. Include interactive elements in your presentation and learn how to integrate Microsoft Office files. .6 CEUs

Prerequisite: PowerPoint 2007 Part 1.

WCPT-278-01

Monday & Wednesday, March 19 & 21

SCPT-278-02

Monday & Wednesday, May 21 & 23

6:00 - 9:00 pm

Location: Continuing Education Center

PC Typing Skills

This course is designed to teach students the typing skills needed to operate a computer keyboard without looking at the computer, keyboard and monitor. Students will learn the keyboard home-row; develop alpha, numeric, and symbol keyboarding skills. 1.2 CEUs.

Cost: \$129

WCPT-446-01

Wednesday, January 25 - February 29

SCPT-446-02

Wednesday, April 11 - May 16

6:00 - 8:00 pm

Location: Continuing Education Center

Instructor: GERALYN PESSANO

QuickBooks Pro 2012: Essentials

Prerequisite: Windows and General Computer Usage

Students will work with QuickBooks Pro 2012 software, designed to help small and medium-sized businesses keep their books easily and accurately. Students will also learn the fundamental skills needed to effectively deal with customers, vendors, banking transactions, how QuickBooks helps you deal with physical inventory and sales tax, run payroll, deal effectively with asset, liability, and equity accounts and customize reports. 3 CEUs

Cost: \$389

WCPT-284-01

Tuesday & Thursday, January 17 - February 16

SCPT-284-02

Tuesday & Thursday, April 10 - May 10

6:00 - 9:00 pm

Location: Continuing Education Center

HTML 4.0/XHTML/CSS

This hands-on Web programming class will provide you with a thorough introduction to implementing a full-featured Website on the Internet or corporate Intranet.

Cost: \$299

WCPT-810-01

Tuesday & Thursday, March 6 - 27

SCPT-810-02

Tuesday & Thursday, May 15 - 31

6:00 - 9:00 pm

Location: Continuing Education Center

Photoshop Elements 9

Bring out the best in your digital photos and images with Adobe Photoshop Elements 9®.

In this class, you will explore the interface, learn how to transfer photos from various sources to the Adobe Photoshop Elements application, organize photos, fix common flaws in photos, and how to enhance photos to create a beautiful end product.

Cost: \$299

WCPT-812-01

Tuesday & Thursday, March 27 - April 12

SCPT-812-02

Tuesday & Thursday, June 5 - 21

6:00 - 9:00 pm

Location: Continuing Education Center

LinkedIn

Discover how this business-oriented social networking site of more than 60 million users gets you in touch with other professionals. LinkedIn helps you be more effective in your daily work and opens doors to opportunities by allowing you to develop and manage your business contacts.

Cost: \$29

WCPT-823-01 **SCPT-823-02**
Monday, January 30 Monday, March 19

6:30 - 8:00 pm

Location: Continuing Education Center

Instructor: D. Comfort

Website Optimization

Learn how to choose targeted keyword phrases and improve website content to increase the number of visitors to your website by ranking high in the search results of a search engine. The higher a website ranks in the results of a search, the greater the chance that the site will be visited by a potential customer.

Cost: \$29

WCPT-824-01 **SCPT-824-02**
Monday, February 20 Monday, April 2

6:30 - 8:00 pm

Location: Continuing Education Center

Instructor: D. Comfort

Web Marketing

Would you like to advertise your business on Facebook, YouTube and Google? Learn marketing techniques that will allow you to target the customers you want from the estimated 500 million online viewers without breaking your budget.

Cost: \$29

WCPT-825-01 **SCPT-825-02**
Monday, March 5 Monday, April 16

6:30 - 8:00 pm

Location: Continuing Education Center

Instructor: D. Comfort

Computer Classes (55+)

No Discounts or Waivers are available for these courses.

(Participants must be at least 55 years old.)

Terrified of Computers

This class is for you! Learn basic computer concepts, practice working with word processing and more. You will start from the beginning and learn everything you need to know from how to turn on the computer to working with desktop files, and the basics of word processing.

Cost: \$69

WSCT-101-01
Wednesday, January 25 - February 1

SSCT-101-02
Wednesday, April 18 - 25

9:00 am - 12:00 pm

Location: Continuing Education Center

Instructor: Lauri Kuder

Email Basics

Whether you would just like to learn what email is all about, or if you are interested in exploring the idea for your home computer, this class is a basic session on emailing. You will develop an understanding of email addresses, and how to send, save, and forward messages and more. *If you currently have an email account, please bring to class the email address and password to access your Webmail.

Cost: \$49

WSCT-102-01
Wednesday, February 8

SSCT-102-02
Wednesday, May 2

9:00 am - 12:00 pm

Location: Continuing Education Center

Emailing with Attachments

Do you have a document or even a digital picture file that you would like to send to someone via an email attachment? In this session you will use your Webmail to actually send and receive attachments in the classroom computer lab. *If you currently have an email account, please bring to class the email address and password to access your Webmail.

Cost: \$49

WSCT-103-01
Wednesday, February 15

SSCT-103-02
Wednesday, May 16

9:00 am - 12:00 pm

Location: Continuing Education Center

Internet Basics: Surfin' the "Net"

Learn how to "Google", get your feet wet surfin' the "Net!" You'll be amazed how fun and easy it is. Discover a wealth of information available right at your fingertips! Learn basic internet terminology, how to use a Web browser, and enter Website addresses. Find out how search engines can help you locate information on whatever your heart desires.

Cost: \$49

WSCT-104-01

Wednesday, February 22

SSCT-104-02

Wednesday, May 23

9:00 am – 12:00 pm

Location: Continuing Education Center

Learn to Use Word Processing

Word Processing is a skill that is a given in a large percentage of job available today. Wordpad is a simple but effective word processing program that comes with most Windows operating system software. This course will introduce you to every part of the simple Wordpad program and many of the most common word processing concepts.

Cost: \$49

WSCT-105-01

Wednesday, February 29

SSCT-105-02

Wednesday, May 30

9:00 am – 12:00 pm

Location: Continuing Education Center



Gloucester County College in partnership with MySpanishTeacher.com is now offering comprehensive Online Spanish Courses. The specialized interactive audio/visual technology teaches you quickly the vocabulary you need to communicate and understand. It is designed for the busy professional and offers you maximum convenience and flexibility. You receive unrestricted access to all the interactive lessons, games, flash cards, reviews and tests for the entire six months.

- An easy-to-use, interactive audio-visual program you can access online 24/7.
- Over 1,200 words and phrases specific to your job
- No pressure — learn at your own pace, at home, or anywhere with an Internet connection.
- Receive instant feedback to help you reinforce and retain what you've learned.
- Program automatically records progress allowing you to immediately pick up where you left off.
- Print out vocabulary sheets to study away from the computer.
- Have a question about a particular phrase you need to learn? You can email your course teacher and receive a quick, personal response.

Unique, Audio-Visual, Online Course; There's No Prior Knowledge of Spanish Needed; and No Confusing Rules of Grammar to Learn

Each course is \$89 and includes six months of unlimited access to all course material.

- Spanish for Teachers
- Spanish for Healthcare
- Spanish for Banking
- Spanish for Real Estate
- Spanish for 911/Dispatcher
- Spanish for Customer Service
- Spanish for EMS/Fire (includes over 160 alert words to maintain your safety)
- Spanish for Park Rangers (includes over 160 alert words to maintain your safety)
- Spanish for Law Enforcement (includes over 160 alert words to maintain your safety)
- Spanish for Corrections (includes over 160 alert words to maintain your safety)

For more information visit:

<http://www.myspanishteacher.com/gcc>

Or call 856-468-5000, Ext. 5515

Note: This course is not appropriate for minors. Some subject matter and Alert Words include translations of vulgar language intended only for state and local public safety professions.

To Register by phone: **856-415-2217**

Online Courses

Who should enroll?

Online courses allow you to complete studies anytime, anywhere. These courses are designed for the busy professional, people with pressing personal or professional commitments and limited access to traditional classroom activities. For descriptions or more information regarding courses offered through *Education To Go*, please go to www.ed2go.com/gccnjill.

Why enroll?

Update your skills, discover a new talent, or chart a career path at your own pace and at your convenience with our online courses.

How can I get started?

All you need to get started is Internet access, an email address, and a Web browser. Additional requirements, if any, will be listed with the course description. For more information, go to www.ed2go.com/gccnjill.

How long are the classes?

Each course runs for 6 weeks and consists of 12 lessons. The lessons are supplemented by interactive quizzes, assignments, tutorials, and online discussion areas available via the World Wide Web. Read your lessons and ask questions of your instructor at the times most convenient for you.

How can I get more information?

For descriptions and more information on the courses listed here, visit the *Education To Go* Web site at www.ed2go.com/gccnjill. The site lists additional courses that might be of interest to you.

Please Note: Some online courses may require you to purchase additional books, materials, and software.

A Number of Great Online Classes are being Offered under the Following Categories:

- Accounting
- Art, History, Psychology, and Literature
- Basic Computer Literacy
- Business Administration and Management
- Business Planning and Entrepreneurial Courses
- Certification Prep
- Child Care and Parenting
- Computer Applications
- Computer Programming and Database Management
- Computer Troubleshooting and Networking
- Continuing Education for Health Care Professionals
- Courses in Spanish
- Courses for Teaching Professionals
- Desktop Publishing and Imaging
- Digital Photography and Digital Video
- Entertainment Industry Careers
- Family and Personal Enrichment
- Grant Writing and Nonprofit Management
- Health Care, Nutrition and Fitness
- The Internet
- Languages
- Math, Philosophy, and Science
- Personal and Career Development
- Personal Finance and Wealth Building
- Sales and Marketing
- Test Prep
- Web Page Design
- Web Programming
- Writing Courses

Don't see it listed? Please visit www.ed2go.com for an even wider selection of online classes, then call us at 856-468-5000, Ext. 5515 to enroll.

Online Course quick reference guide

Registration

Go to www.ed2go.com/gccnjill. Select the course(s) you would like to take. With course names and codes in hand, call 856-415-2217 or 415-2218.

Orientation

Go to www.ed2go.com/gccnjill. Click on "Orientation" and complete orientation for the course for which you are registered. Orientation is required before going to your online classroom.

Class Begins

Go to www.ed2go.com/gccnjill. The day your class begins, click the "Classroom" link and log in with the information you provided during orientation.

START DATES FOR ALL ONLINE CLASS SECTIONS:

Section 01 – Jan. 18

Section 02 – Feb. 15

Section 03 – Mar. 21

Section 04 – Apr. 18

Section 05 – May 16

Section 06 – Jun. 20

For some online courses, learners may be required to purchase additional books, materials, and software.

See course descriptions for online classes at www.ed2go.com/gccnjill

Certified Bookkeeper

The Certified Bookkeeper Online Training Program for experienced bookkeepers leads to national certification with the American Institute of Professional Bookkeepers (AIPB). The AIPB certification is a high professional standard for bookkeepers. This program was created by the AIPB and is offered in partnership with major colleges, universities, and other accredited education providers. All textbooks are included.

Cost: \$1,795

GES 202

Video Game Design and Development

The Video Game Design and Development Online Training Program is the place to start if you're seeking a professional career as a video game designer and developer. This program is also well-suited for enthusiastic amateurs and gamers looking to explore this exciting field as a recreational endeavor.

Cost: \$1,995

GES 605

Game Certificate Program

Gain the skills and knowledge to get started as a digital artist in today's fast-paced game development industry with the education you'll get in this Game Art Online Training Program. The program will help you build technical and artistic skills in 3D modeling, texturing, lighting, and animating using Autodesk Maya and Photoshop. Challenging, practical projects put you through your paces, helping you develop a high-quality portfolio of game art. You'll also benefit from mentoring and feedback from skilled industry faculty.

Cost: \$5,595

GES 604

3DS Max

Learn to use Autodesk's 3ds Max to create your own professional animated 3D graphics for videogames. This 3ds Max Online Training Program takes you through object modeling, material creation, animation, cameras, game characters, skeletons and rigging, scene generation, and much more. You'll spend considerable time exploring the interface, learning how to work efficiently, and seeing firsthand how to apply the right tools to accomplish tasks quickly. This online certificate program is offered in partnership with major colleges, universities, and other accredited education providers.

Cost: \$1,695

GES 501

Web Applications Developer

In this program, you will learn how to develop and maintain database-driven websites. You will master basic HTML (the core technology behind almost all websites), learn CSS for designing pages, and discover how to make pages more dynamic with JavaScript. In addition, you will learn the fundamentals of PHP, SQL, XML, and Ajax. You will also explore HTML5, the newest version of HTML, putting yourself on the cutting edge of web development.

Cost: \$2,195

GES 316

NEW!

Online Certification Programs

Project Management

Microsoft Project 2007, Standard Edition Software Included

The Project Management portion of this online certification training program provides a comprehensive education in project management. You'll learn the basics of project management and get preparation for the current edition of the Project Management Professional national certification exam. Textbook and exam prep are included.

In the Microsoft Project® portion, you'll master one of the most popular project management scheduling software products available today. Whether you're an occasional user or a full-time scheduler, your understanding of Project is vital to your ability to plan, manage, and track your projects effectively. This program, which includes the Project 2007 Standard edition software, is the essential Microsoft Project® training. You'll become familiar with how to really plan and track projects using Project's many features.

Cost: \$2,495

GES 414

Purchasing and Supply Chain Management

The Purchasing and Supply Chain Management Online Training Program will introduce you to the fundamental aspects of the supply chain environment, including enterprise resource planning systems and requirement systems. The interrelationships between purchasing, vendor selection, sources of supply, and technology will also be explored in this program. The focus is on management and the skills and resources that a successful manager needs.

Cost: \$2,095

GES 411

Six Sigma Black Belt

The Six Sigma Black Belt Online Training Program integrates Six Sigma with hands-on data analysis. The program material provides you with an in-depth look at the Six Sigma Black Belt problem-solving methodology, DMAIC: Define the problem, Measure key aspects, Analyze data, Improve the process, Control the future process. You'll also learn about deployment and project development approaches.

Cost: \$2,695

GES 215

Six Sigma Green Belt

The Six Sigma Green Belt Online Training Program encompasses all aspects of running a Six Sigma Green Belt business, including management, service delivery, design, production, and customer satisfaction. Six Sigma is one of the highest standards for companies and individuals to achieve. This interactive online program provides the training you need to master these highly valuable skills

Cost: \$1,895

GES 216

Certified Green Supply Chain Professional

The Certified Green Supply Chain Professional Online Training Program will give you the specialized knowledge to enable a company to achieve its environmental sustainability goals through global sourcing, materials management, procurement and buying, transportation and logistics, and new product development.

Cost: \$1,595

GES 714

Technical Writing

The Technical Writing Online Training Program is designed for anyone who wishes to develop their technical writing abilities to a professional level. You'll learn research methods, audience considerations, style, drafting and revision techniques, how to work in a collaborative environment, and more. You'll study a variety of media and formats, including Web sites, emails, proposals, memos, and instructions.

Cost: \$1,595

GES 217

Online Courses from LERN

Gloucester County College is pleased to offer online, certificate programs from the Learning Resources Network (LERN), an international association of lifelong learning programming, offering information and resources to providers of lifelong learning programs.



eMarketing Essentials Certificate

Come get a fundamental yet advanced introduction to eMarketing, including improving email promotions, analyzing your Web site traffic, doing search engine optimization, and how to successfully employ online advertising.

Relevant for any type of organization including: businesses, companies, nonprofits, and government agencies. No eMarketing experience or expertise is necessary. If you are already at an advanced level, your instructors are experts and can provide the latest, most advanced information and answer your toughest questions.

Upon completion of all the individual courses, you will meet the requirements for the E-marketing Certificate.

- Improving Email Promotions
- Boosting Your Web Site Traffic
- Online Advertising

Certificate Cost: \$495 includes all three courses

Individual Course Cost: \$195 each

LRN-100-01

Three one-month courses; February – April

Lead instructor: Dan Belhassen

Improving Email Promotions

Discover new ways to improve your email promotions, including when to email, what to email, and testing email copy. Then find out how to analyze your email response rates, including getting the benchmarks for open rates and click through rates. Learn how to improve your email promotion and responses with tracking and testing.

LRN-101-02

One-month online course, offered February 6

Lead instructor: Dan Belhassen

Boosting Your Web Site Traffic

Acquire the basic skills to boost your Website traffic, including how to analyze your visitor traffic, how to use search engine optimization to get greater visibility and exposure in Google searches, and how to redesign your Website copy to increase your visitors and results.

LRN-102-03

One-month online course, offered March 5

Lead instructor: Dan Belhassen

Online Advertising

Get the keys to making online advertising work for you and your organization. See how pay-per-click advertising with Google AdWords works. Find out how to test low-budget AdWord campaigns. Learn how you can target local audiences. Then discover Facebook advertising and how you can determine the demographics and even numbers of people you want to reach.

LRN-103-04

One-month online course, offered April 2

Lead instructor: Dan Belhassen

Online Courses from LERN

Creating Cell Phone Apps for Your Business

(non-technical course)

Cell phone apps are the latest way smart businesses are reaching their customers. It seems that nearly everyone is carrying and using a Smartphone these days. Smart organizations across the globe are investing in building cell phone apps for their businesses.

In this four-week course, we will provide you with step-by-step instructions on how non-technical users can build, deploy and market Smartphone applications across Android, iPhone and Blackberry platforms. The course is ideal for business owners and executives who want to understand how Smartphone applications can be inexpensively built and also for technical users who want to understand how to quickly deploy smartphone applications.

Cost: \$245

LRN-306-01

One-month online course, offered March 5

Instructor: Dan Belhassen

Cyber Security

Cyber security issues are all around us and reach nearly every part of our business and work, from online banking and education to Facebook and Wi-Fi. Finally, you can get up to date on Cyber Security basics and fundamentals. Designed for non-technical managers, directors and others in the work place, you will find out about threats and vulnerabilities, safeguards, common attacks, viruses, malware and spyware, disaster recover planning, Intrusion Detection/Prevention, basic security architecture, introductory forensics, and cyber terrorism.

At the end of this course, you will have the knowledge needed to practice safer computing and safeguard your business and work information.

Cost: \$245

LRN-307-01

One-month online course, offered March 5

Instructor: Ken Pfeil

Designing Successful Webinars

Webinars are a hot new meeting format that save money and reach more people than in-person meetings. Use them for customer education, staff meetings and training, presentations, virtual seminars and much more.

The technology is simple, but good Webinar presentation techniques are critical. Discover the power of successful Webinars for your business organization. Then learn the four key strategies to make your Webinars more successful. Acquire techniques and tips that will make your Webinars winners with your audiences.

Cost: \$195

LRN-308-01

One-month online course, offered March 5

Instructor: William A. Draves, COI

Facebook for Business: Advanced Skills for Businesses and Organizations

Find out what goes on behind the scenes on Facebook Pages and how to increase the chances that your message is seen and acted on. Discover new tools and proven techniques to increase business and expand your reach. Discuss how to adapt your marketing message for the Facebook platform and how to integrate Facebook across all marketing areas. This is an advanced class and assumes you have started a Page on Facebook and have some basic knowledge of the platform.

Cost: \$245

LRN-309-01

One-month online course, offered March 5

Instructor: Jennifer Selke

Google Analytics

If you are not reviewing your Website statistics, then you are missing several key opportunities to profit from your Website traffic. This course, aimed at non-technical users, will take you through all the key techniques and how to use Website analytics using the world-standard Google Analytics, a free online tool.

You'll understand your visitor traffic better, learn how to calculate return on investment (ROI) for your online advertising, and find out how to get more conversions and sales from your Website visitors. A must for anyone serious about leverage more success from their Website.

Cost: \$195

LRN-310-01

One-month online course, offered March 5

Instructors: Dan Belhassen and Susan Hurrell

Online Courses from LERN

Students with Asperger's

Today, every school in America has students who have been diagnosed with Asperger's Syndrome—a neurological disorder on the autism spectrum. The effects of this disorder vary widely, but it is important for every teacher to understand how to recognize behaviors that may indicate Asperger's Syndrome. In this course, you take away strategies for working effectively with Asperger's students and you will find out how to work effectively with parents to create the most positive learning environments for children and teens with Asperger's Syndrome.

The course is geared for K-12 teachers, but it is also relevant for counselors, faculty in higher education, parents and anyone else interested in understanding this important issue.

Cost: \$245

Optional credit from the University of South Dakota, \$40 additional.

LRN-311-01

One-month online course, offered March 5

Instructor: Julie Coates

Successful Survey Techniques

Your customers hold the key to your organization's success. Getting to know your customers better means lower costs and better results, including higher retention, and more customer satisfaction. Surveys are one of the best ways to find out what your customers want, and how they want it. But too many surveys ask the wrong people the wrong questions. Discover who to survey, what questions to ask, and the key to getting a higher response to your surveys.

This hard-hitting practical course will yield a huge ROI for your organization. Whether you need to analyze profitability, satisfaction, service or all three, this course will generate thousands of dollars in increased sales, greater efficiency, or more effectiveness.

Course includes a personal FREE critique of one of your surveys!

Cost: \$395

LRN-312-01

One-month online course, offered March 5

Instructor: William A. Draves

Twitter

Twitter is a hot social media platform these days — and everyone seems to be using it. Learn the best way to take advantage of the

unique opportunities Twitter offers and discover the best ways to create relationships and network with your key constituents. You will find out the best and easiest techniques for successful interactions in the Twitterverse.

Cost: \$195

LRN-314-01

One-month online course, offered March 5

Instructor: Suzanne Kart

YouTube for Business

Increase your business with YouTube, the online video site and now the second largest search engine. Discover the power of video for your organization, and how to use video as a marketing tool to reach and serve more people.

Find out what types of video work best on YouTube, how other business organizations are using YouTube, how to create your own YouTube channel, and the techniques of adding captions, annotations and other extra features.

YouTube can enhance your current marketing and communication strategy. After attending this course you will take back proven strategies and techniques for making YouTube work successfully for your organization.

Cost: \$195

LRN-315-01

One-month online course, offered March 5

Instructor: Jennifer Selke

NEW! Advanced Website Strategies

You have a website, but why will your customers want to come back, buy something or take action? Do you really know who you are selling to? Do you know what you want to say to them? Do you know how you want to say it? Discover ways to identify your ideal audience. Learn how to create content that is engaging and purposeful. Find out what you want to say and explore where you want to say it. Find out how you want to say it. In one month you will be better equipped to create your own content marketing strategy and create a content-rich website that exceeds the needs of your visitors.

Cost: \$195.

LRN-316-01

One-month online course, offered March 5

Small Business Development

Entrepreneurial Certificate Program

Gloucester County College, in conjunction with The New Jersey Small Business Development Center, is pleased to offer the Entrepreneurial Certificate program. This certificate program is designed to give an entrepreneur or a prospective entrepreneur the tools and understanding needed to successfully start and run a business. Students who complete this program will receive a certificate issued by Gloucester County College and the NJ Small Business Development Center, Rutgers University Camden.

This 30-hour program covers a wide variety of topics on starting a small business. Completion of the following courses is required in order to qualify for this certificate:

Starting a Business from A-Z
Recording Business Transactions
Financing a Small Business
Marketing Research and Strategies

Writing a Business Plan
Understanding Financial Statements
Business Ownership: Contracts and Agreements

Location: Gloucester County College

Instructor: Rutgers Small Business Staff

Starting a Business from A-Z

This course is designed for entrepreneurs intending to start or have recently started a small business. It examines legal forms of doing business in New Jersey, how to register a business, setting up bookkeeping records, federal and state taxation, payroll, insurance and licensing.

Cost: \$115

WSBA-140-01

Thursday, January 19 & 26

SSBA-140-02

Thursday, March 8 & 22

6:00 - 9:00 pm

Location: Continuing Education Center

Instructor: Gary Rago

Writing a Business Plan

Successful businesses start with a strong business plan. Comprehensive business plans include financial projections, an industry analysis, and a complete marketing plan. A business plan demonstrates the viability of the business and communicates a person's ability to manage the business. This course introduces the format of a business plan, the information that should be included, and most importantly where a person will find the appropriate information to create a business plan. (No business plan need be created at this point. That will occur at or after the one-on-one counseling session, since the groundwork has been laid in this program.)

Cost: \$115

WSBA-141-01

Thursday, February 2 & 9

SSBA-141-02

Thursday, March 29 & April 5

6:00 - 9:00 pm

Location: Continuing Education Center

Instructor: Clarence Fullard



Financing a Business

One of the primary challenges facing a new business is obtaining the necessary funding to start or expand. This course explains the criteria used by lenders to evaluate a potential borrower. Sources of financing will also be explored, including bank and non-bank lenders, e.g. the Small Business Administration (SBA) micro-lenders, venture capitalists, and others. The borrowing basics will be directly tied to the contents of a business plan/loan proposal.

Cost: \$60

SSBA-142-01

Thursday, April 12

6:00 - 9:00 pm

Location: Continuing Education Center

Instructor: Clarence Fullard

Marketing Research and Strategies

Examine in detail the two critical aspects of marketing. The first session will focus on marketing research techniques and tools. This program is for new and existing businesses. The second session covers strategies and actions you can take to market your business. (The second session of this program is the equivalent to *Successfully Marketing Your Small Business*.)

Cost: \$115

SSBA-143-01

Thursday, April 26 & May 3

6:00 - 9:00 pm

Location: Continuing Education Center

Instructor: Mark Newell

Understanding Financial Statements

Gain an understanding of basic business financial statements (balance sheet, income statement, and statement of cash flow). The class will demonstrate how the review and analysis of the financial statements can provide you with the information needed to improve profitability and/or grow your business. Detailed discussion of revenues and expense items, forecasting and trend analysis will be included.

Cost: \$60

SSBA-144-01

Thursday, May 10

6:00 - 9:00 pm

Location: Continuing Education Center

Instructor: Nathan Levison

Business Ownership, Contracts and Agreements

This class provides a basic understanding of business contract law with an overview of the different types of contracts (employment, supplier, customer), with a description of situations requiring attorney consultation. Topics include: legal structures, partnerships and partnership agreements, corporation and shareholder agreements.

Cost: \$60

SSBA-145-01

Thursday, May 17

6:00 - 9:00 pm

Location: Continuing Education Center

Instructor: Helene Leone

Recording Business Transactions

This is a practical application class designed to teach the business owner how to record specific transactions in a manual record keeping system. Disbursement and sales journals will be prepared as well as accounts receivable, and accounts payable ledgers. Sample transactions will be used to generate business activity through the end of an accounting period and will result in the creation of financial statements.

Cost: \$60

SSBA-146-01

Thursday, April 19

6:00 - 9:00 pm

Location: Continuing Education Center

Instructor: Gary Rago

Successfully Marketing Your Small Business

This is a basic how-to-marketing class that covers some of the specific actions you can take to market your business. The class is designed for small businesses who want to start marketing their business today. It is also the second part of the Marketing Research and Strategies 6-hour program.

Cost: \$60

SBA-148-01

Thursday, February 16

6:00 - 9:00 pm

Location: Continuing Education Center

Instructor: Rutgers Small Business Staff

Digital Photography Certificate Program

Gloucester County College is pleased to offer a Certificate Program in Digital Photography. To earn the certificate, you must complete three core courses, one specialty course, and two workshops. Upon completion of all of the certificate requirements, please contact our office at 856-415-2218 for a certificate.

Core Courses

Digital Photography Made Easy
 Creative Digital Photography
 Advance Digital Photography

Specialty Courses

Expressing Yourself with Digital Photography and Painting
 Wedding Photography for Beginners

Workshops

Digital Photography Editing

Digital Photography and the Web
 Digital Photography Editing
 Digital Photography and the Web
 Introductory to Studio Photography
 Advanced Studio Photography
 Using Window Lighting in Digital Photography
 Glamour Portraits and Lighting
 The Edge of Light — A Figure Study
 Become One With Your Camera
 Parent and Child Photography
 Creating High Definition Photographs

Core Courses

Digital Photography Made Easy

Do you have a digital camera? Come learn how your camera works and how you can manipulate it to take better photos. Overcome your fear of the technical side of digital photography. Learn how to make digital techniques work for you. Learn simple, easy methods for emailing your photographs to your friends and family. Learn how to burn your photos to DVD's and CD's, enlarging and printing your digital photos in this fun, highly interactive class. This is a hands-on class so bring your camera!

Cost: \$139

WDIG-101-01

Wednesday, January 25 - February 29

6:30 - 9:00 pm

Location: Gloucester County College

Instructors: Bob Reid and Chris Peduct

Creative Digital Photography

Anyone that likes working in a friendly non-competitive environment will enjoy this class. Our goal is to make digital photography fun. You will become more comfortable using digital cameras and will learn how to take more creative and exotic looking photos with simple techniques used by the pros. You should have a working knowledge of your camera and its interface to your computer. Tap your creative energy and express yourself using digital photography. Discover what you and your camera can do and unleash your power of digital photography.

Cost: \$139

WDIG-102-01

Wednesday, March 7 - April 18

6:30 - 9:00 pm

Location: Gloucester County College

Instructors: Bob Reid and Debbie Mix



Advanced Digital Photography

Do you want to learn advanced digital photography techniques? Join us as we will become more experienced using digital photography and will explore the technology that makes digital imaging work, from the technical workings of the image sensor to working with raw files. This class will cover the external technologies such as GPS, portable hard drives, flash units that can be used with your digital camera to enhance your photography experience.

Cost: \$139

SDIG-103-01

Wednesday, April 25 - May 30

6:30 - 9:00 pm

Location: Gloucester County College

Instructors: Debbie Mix and Bob Reid

Specialty Courses (must take 1)**A Unique Approach to Wedding Photography**

Are you an experienced digital Single Lens Reflex (SLR) camera owner and would like to learn the techniques the pros use for Wedding Photography and Bridal Portraits? Come learn everything from bridal preparation to cutting the cake. The goal for this class is to teach you how to shoot weddings efficiently and professionally. This class is great for people who want to photograph family and friends' weddings and who want to learn about commercial wedding photography.

This is a hands-on class, so bring your DSLR camera, tripods and Owner's Manual, please bring a check or cash in the amount of \$20 the first night of class for the queu cards and DVD needed for this class.

Cost: \$129**SDIG-202-01**

Thursday, March 29 - April 26

6:30 - 9:30 pm

Location: Gloucester County College

*Instructors: Jack Fanning and Sharon Fanning***The Art of Creating Digital Landscapes**

If you've ever returned from a vacation or a field trip and your photographs don't look the way your mind's eye remembered them, then this Landscape Photography seminar is for you! The goal of this 15 hour seminar is to show you how to get a perfect exposure using the 18% gray and zone system, how to photograph Panoramas from camera capture to Photoshop completion, High Definition Resolution (HDR) from bracketing in camera Photomatix Pro 3 completion, how to be in the right place at the right time to capture the elusive moment the way your eye saw it.

Requirements: A working knowledge of your camera, DSLR camera, owner's manual, and tripod.

Cost: \$129**SDIG-316-01**

Thursday, May 3 - 31

6:30 - 9:30 pm

*Instructors: Jack and Sharon Fanning***Workshops (must take 2)****Array of Digital Photography**

The goal of these classes is to help you discover where your interests and talents lie in digital photography. Each of the 5 weeks will be a workshop and cover the basics of:

portraiture, studio, weddings, commercial products and landscapes photography. This class is for DSLR owners who are familiar with the operations of their cameras. This is a hands-on class, so bring your DSLR camera, tripod and owner's manual!

Cost: \$129**SDIG-207-01**

Thursday, June 7 - July 5

1:30 - 4:30pm

SDIG-207-02

Thursday, June 7 - July 5

6:30 - 9:30 pm

*Instructors: Jack and Sharon Fanning***Become One with Your Camera****Cost: \$99****WDIG-313-01**

Thursday, January 19 - February 16

1:30 - 4:30pm

WDIG-313-02

Thursday, January 19 - February 16

6:30 - 9:30 pm

Location: Continuing Education Center

*Instructors: Sharon and Jack Fanning***Creating High Definition Photographs****Cost: \$79****WDIG-315-01**

Saturday, February 18

SDIG-315-02

Saturday, May 5

9:00am - Noon

Location: Gloucester County College

*Instructors: Sharon and Jack Fanning***Using Window Lighting in Digital Photography****Cost: \$79****WDIG-310-01**

Saturday, March 10

SDIG-310-02

Saturday, May 19

9:00 am-Noon

Location: Continuing Education Center

*Instructors: Sharon and Jack Fanning***Introduction to Portrait Photography**

The goal of this class is to teach you the art of photographing people in a professional way using a variation of light sources indoors and outdoors. DSLR camera, flash and tripod required.

Cost: \$139**WDIG-206-01**

Tuesday & Thursday, March 6 - 20

6:30 - 9:30 pm

Location: Gloucester County College

Instructors: Sharon and Jack Fanning

NEW! Bordeaux

Bordeaux is by far the largest fine wine region in France if not arguably the finest on the planet. At the top levels, these are the most exciting and sumptuous of all wines and also some of the most expensive in the world. But this is only a part of the story since those esteemed wines represent only 5 percent of the wines produced here. Underlying these aristocratic, expensive wines, are an abundance of dependable, high quality wines that are affordable and manifestly enjoyable. Students will taste “classified growths” of left bank and right bank wines and their satellite production areas.

Cost: \$109

Students should bring a check in the amount of \$95 for materials and supplies.

WPRO-420-01

Tuesday, March 13 - 27

WPRO-420-02

Wednesday, March 14 - 28

7:00 - 9:00 pm

Location: Continuing Education Center

Instructor: Don Stecher

Italian Wines I — Celebrating Diversity, Value and Quality

Italian wines today represent the most varied and exciting in the entire wine world. Italy's vast number of indigenous grape varieties is truly mind-boggling. In a world increasingly dominated by global producers and tastes, it is refreshing to experience unique and delicious varietals such as Nero d'Avola from Sicily, Aglianico and Fiano d'Avolin from Campania, Vermentino and Cannonou from Sardinia, Sangrantino from Umbria, Sangiovese and Vernaccia from Tuscany, and Montipulciano from Abruzzo and Verdichhio from the Marche. You will experience all of these varietals and more, in addition to the geography, culture and historical antecedents that have shaped these disparate regions.

Cost: \$109

Students should bring a check in the amount of \$60 for supplies.

WPRO-300-01

Tuesday, January 10 - 24

WPRO-300-02

Wednesday, January 11 - 25

7:00 - 9:00 pm

Location: Continuing Education Center

Instructor: Don Stecher



Italian Wines II

Join us as we study the wine regions of northern Italy which include the Piedmonte, Alto Adige, Trentino, the Veneto and Friuli-Venezia Giulia, and their profound wines such as Barolo, Barbaresco, Barbara, Dolcetto, Arneis, Muller Thurgau, Valpolicella, Amarone, Soave, and Tocai Friulano.

Cost: \$109

Students should bring a check in the amount of \$60 for supplies.

WPRO-360-01

Tuesday, February 7 - 21

WPRO-360-02

Wednesday, February 8 - 22

7:00 - 9:00 pm

Location: Continuing Education Center

Instructor: Don Stecher

The Wines of Spain and Portugal

The wines from the Iberian Peninsula have recently been in a state of reinvention that has transformed their image from anonymous, rustic and underwhelming quality to vibrant, modern wines of genuine quality and value. The course will cover the wine history of the regions as well as the geography, soil and cultural antecedents responsible for this recent transformation. Students will taste wines from the following wine regions of Spain: Rias Baixas, Ribera del Duero, Reuda, Rioja, Priorat, Catalunya and Jumilla. From Portugal the regions covered will be Bairrada, Dao, Douro, and Alentejo.

Cost: \$109 (Please bring a check in the amount of \$85 the first night of class for materials.)

SPRO-327-01

Tuesday, April 17 - May 1

SPRO-327-02

Wednesday, April 18 - May 2

7:00 - 9:00 pm

Location: Continuing Education Center

Instructor: Don Stecher

NEW! Cooking for Couples

Enjoy a night out with your significant other, creating a meal for two. You will work with your partner to create a delicious meal — complete with an appetizer, a main course, a side dish and a dessert. (Limited to only 5 couples)

Cost: \$69 per couple

Ragin' Cajun Dinner

PRO-423-01

Friday, February 10

That's Amore Dinner

PRO-423-02

Friday, February 24

Parisian Favorites Dinner

PRO-423-03

Friday, March 9

Fiery Latino Dinner

PRO-423-04

Friday, March 23

6:00 - 9:00 pm

Location: Gloucester County Institute of Technology

Instructor: Dana-Marie Ciaranca

Cooking 101: Basic Techniques

Are you a busy person who just never got around to learning the basics of cooking? We have the course for you. Join Chef Rooks as he shares his expertise on essential kitchen techniques to help enhance your own kitchen life and to make quick and tasty meals. Plus you will learn the basic cooking skills you'll need. Get ready to start cooking!

Cost: \$169

WPRO-402-01

Monday, January 23 - February 27

SPRO-402-02

Monday, April 16 - May 21

6:00 - 8:30 pm

Location: Gloucester County Institute of Technology

Instructor: Mark Rooks

Prepare Fun, Gourmet Appetizers

Do you want to wow your family and friends? Come join us in this class as you learn to make fun appetizers.

Cost: \$69

WPRO-403-01

Monday, March 5

SPRO-403-02

Monday, June 4

6:00 - 8:30 pm

Location: Gloucester County Institute of Technology

Instructor: Mark Rooks

How to Prepare Authentic BBQ Recipes

Learn how to give a party and be a guest as well. Come and learn to have the best holiday gathering ever. This class will cover the logistics of timing, menu, serving, and presentation. The menu will include holiday favorites. Chef Mark Rooks will share his secrets with you so you can enjoy your own party.

Cost: \$69

SPRO-406-01

Saturday, May 19

10:00 am - 2:00 pm

Location: Gloucester County Institute of Technology

Instructor: Mark Rooks

Simply Italian

Learn how to prepare and cook foods from all regions of Italy, starting with appetizers, soups and salads through homemade pastas, entrees and desserts. This course is designed to give students a hands-on knowledge of Italian Cuisine. There is a material fee of \$25 that will be due the first night of class.

Cost: \$129

WPRO-347-01

Monday, March 5 - April 16

6:30 - 8:30 pm

Location: Gloucester County Institute of Technology

Instructor: James Angorola

The Everyday Gourmet

Bring out your inner gourmet chef with this course designed to teach students to create simple but elegant meals. The course will include appetizers, main dishes, side dishes, and even some desserts. Students should bring the following items to class: knives, aprons, towels, containers, and garnishing tools.

Cost: \$169

WPRO-355-01

Wednesday, January 25 - February 29

SPRO-355-01

Wednesday, April 11 - May 16

6:00 - 8:00 pm

Location: Gloucester County Institute of Technology

Instructor: Dana-Mari Ciaranca

Everyday Cooking Spices

Eastern culture has been using spices in their food for hundreds of years. Spices not only add flavor to your foods but they also have secondary health affects. Join us as we learn how to utilize spices to add a distinctive taste to Indian Cuisine.

Cost: \$69

WPRO-407-01

Saturday, January 14 - March 10

10:00 - 11:00 am

Location: Gloucester County Institute of Technology

Instructor: Madhu S. Gupta

Basic Cake Decorating

Create edible masterpieces using simple decorating techniques. Work with butter cream, melted chocolate, ganache, and royal icing to turn your ordinary cake into a work of art. You will be taught the basic techniques used in cake decorating.

Cost: \$129

WPRO-335-01

Tuesday & Thursday, March 13 - April 5

SPRO-335-02

Tuesday & Thursday, May 1 - 24

6:00 - 9:00 pm

Location: Gloucester County Institute of Technology

Instructor: Joanne Kinney

NEW! Extreme Couponing

With the recent buzz from TLC's show "Extreme Couponing," couponing has made its way into mainstream America. The show tells how normal everyday people save at least 50 percent on their grocery bills every week just by using coupons. This course will show you how to save money by using coupons, the different types of coupons, where to find them, and how to use them to generate the biggest savings for your family.

Cost: \$35

WPRO-500-01

Tuesday, February 21 & 28

SPRO-500-02

Tuesday, May 15 & 22

6:00 - 8:00pm

Location: Continuing Education Center

Instructor: Darlene Voll

Ceramics — Handbuilding and the Wheel

Come learn the techniques of handbuilding and throwing on the wheel from an experienced instructor. You will explore surface decoration techniques, using glazes and underglazes. This course is open to both beginners and to those with ceramics experience. Materials needed are: ceramic tool kit, fettling knife, plastic bucket, apron, towel, plastic bags.

Cost: \$189

WPRO-302-01

Wednesday, January 18 - March 28

SPRO-302-02

Wednesday, April 18 - June 20

6:30 - 9:00 pm

Location: Gloucester County Institute of Technology

Instructor: Linda Shusterman

Introduction to Knitting

If you like to create personal, hand-made items for family and friends, then this class is for you. You will learn all levels of knitting skills in a relaxed atmosphere. This class is for beginners and intermediates alike. Beginners will learn basic stitches and intermediates will learn the more difficult, interesting stitches and colors. A material list will be provided.

Cost: \$89

SPRO-261-01

Tuesdays, April 3 - May 8

6:30 - 8:30 pm

Location: Continuing Education Center

Instructor: Anne Reid

Cat and Dog First Aid

This course is designed for animal lovers and will provide you the information and skills to protect both owners and pets from injury, perform rescue breathing and explain what to do when your pet is choking. You will learn how to stop bleeding, splint broken bones and treat your pet for shock. The course material also covers preventing and handling poisoning emergencies and how to deal with a sudden illness and more. Textbook and course outline are included. (Note: casual clothing works best for this class.)

Cost: \$89

WPRO-365-01

Thursday, January 19

SPRO-365-02

Thursday, April 26

5:30 - 9:30 pm

Location: Continuing Education Center

Instructor: American Red Cross Staff

Beginning Sign Language

Learn basic sign language. This class is excellent for educators and parents who would like to teach their own children a second language.

Cost: \$129

WPRO-120-01

Wednesday, January 18 - February 22

SPRO-120-02

Wednesday, April 11 - May 16

6:00 - 8:00 pm

Location: Continuing Education Center

Instructor: Angela R. Neilio

Conversational Spanish

If you have little or no knowledge of Spanish and would like to communicate better with business associates or friends, this course is for you! Gain basic skills in speaking Spanish through conversational exercises. Hasta La Vista!

Cost: \$129

WPRO-252-01

Tuesday, February 7 - March 13

SPRO-252-02

Tuesday, April 24 - May 29

6:30 - 8:30 pm

Location: Continuing Education Center

Chinese I

Learn and practice basic oral Mandarin and gain an understanding of the Chinese culture. You will learn simple conversational Mandarin Chinese.

Cost: \$109

WPRO-413-01

Thursday, January 26 - March 22

SPRO-413-02

Thursday, April 19 - June 7

6:00 - 8:30 pm

Location: Continuing Education Center

Instructor: Grace Rogers

Chinese II

Intermediate Conversational Chinese builds on the knowledge and skills developed in the elementary conversational class. Vocabulary and pronunciation are emphasized while cultural knowledge is deepened.

Cost: \$129

SPRO-419-01

Tuesday, April 17 - June 5

6:00 - 8:30 pm

Location: Continuing Education Center

Instructor: Grace Rogers



Basic Photography

Learn how to make a photograph, not just take one. A basic course covering camera handling, composition, proper indoor and outdoor exposures, and use of electronic flash. No need to own a camera, but if you have a camera, bring it with instruction booklet to class. A photo-making outdoor excursion on the campus grounds will be scheduled the third week. Taught by an award-winning, professional photographer. Limit 15 students.

Cost: \$99

PRO-121-01

Wednesday, April 11 - May 23

6:30 - 9:00 pm

Location: Gloucester County College

Instructor: Karen Hamburg, B.S. in Professional Photography

Boating: America's Boating Course

This course includes general information concerning boats and maintenance plus ways to make your boating experiences safer and more comfortable. Specific topics include: powerboats and their parts, underway procedures, navigating the water-ways, operating your boat or PWC safely, boating emergencies, NJSP legal requirements for safe boating and PWC operation. This is a NJ State approved course and will provide information and testing material to obtain your Operator's and PWC Certificate.

Cost: \$59

Students should bring a check in the amount of \$25 payable to the USCG Auxiliary to the first class for printed materials.

WPRO-267-01

Friday & Saturday, March 16, 6:00 - 9:00 pm &

March 17, 8:00 am - 2:30 pm

Location: Continuing Education Center

Instructor: USCG Auxiliary Flotilla 13-03

For Your Home

Clutter Busting for Clutter Bugs

Examine the beliefs, forces, and associations that no longer serve you and may be holding you back from moving forward. Implement a decluttering plan and improve your health, abundance, and relationships. Clearing clutter is an ongoing modern day problem as many of us find it difficult to part with our junk. Clutter creates stagnant energy, locks us in the past and prevents us from creating new memories. Clearing away the clutter is one of the fastest ways to completely transform your life in a seemingly magical way. This workshop will show you how to de-clutter so you can let go of the past and make space for new relationships and happiness in your life.

Cost: \$25

WPRO-317-01
Thursday, March 22

SPRO-317-02
Saturday, May 12

11:00 am - 12:00 pm

Instructor: Kathleen McCabe, MA, Certified Feng Shui Practitioner

Fall into Feng Shui

This three-week course will combine the power of Feng Shui with the principles of the Laws of Attraction. This workshop will help you identify exactly what you want and help you live your best life. Feng Shui is the cultivation of positive energy movement through your environment in order to attract health, happiness and success. The study of Feng Shui observes the relationship between the seen and unseen forces of nature. Topics covered in this 3-week workshop include the five elements, Yin and Yang, the Bagua, colors and the importance of clutter control. Learn how Feng Shui can positively change your life.

Cost: \$50

WPRO-318-01
Saturday, February 25 - March 10

SPRO-318-02
Thursday, April 12 - 26

11:00 am - 12:00 pm

Instructor: Kathleen McCabe, MA, Certified Feng Shui Practitioner

Introduction to Space Clearing

Space clearing is the Feng Shui art of cleansing negative energies in homes and businesses. Space clearing is designed to raise the level of positive energy and remove negative imprints brought on through illness or anger. Space clearing practices remove negative or stuck energy and enable the flow of clear and vibrant energy. Techniques include clapping, bells, chanting and essential oils.

Cost: \$50

SPRO-329-01
Thursday, April 19 & 26

SPRO-329-02
Saturday, May 19 & 26

11:00 am - 12:00 pm

Instructor: Kathleen McCabe, MA, Certified Feng Shui Practitioner

For Your Garden

Basic Floral Design

On the first week of this 6-week course, you will learn: how to condition flowers, florist hints for “mechanics” of floral design, and what to use and how to use it to make a simple or basic round centerpiece. Week 2 will continue with mechanics and will provide instruction for a larger, one-sided piece (type used for buffet or against a wall). Week 3 will focus on flowers, which to use, and when to use certain kinds. You will learn several ways to make a vase arrangement. Week 4 will focus on corsages, hair flowers, and bouquets. Week 5 will provide something different and will focus on topiary. Finally in week 6, you will make a silk wreath.

Cost: \$89 (Please bring a check in the amount of \$150 made payable to Triple Oaks Nursery to cover the cost of materials for each of the 6 nights of class.)

WPRO-285-01
Saturday, February 25 - March 3
12:30 - 3:00 pm
Location: Triple Oaks Nursery, Route 47, Delsea Dr., Franklinville, NJ

Instructor: Lorraine Kiefer

Starting Your Garden Naturally

The objective of this beginning course is to acquaint the landscaper with the discipline of planning on paper for a long-range or immediate-working landscape; to make the landscaper aware of the many plants that can be used; and to increase awareness of all the colorful and unusual features that can be included in the landscape. Each session will have a lecture, a “show and tell” of plant material, and time for questions and answers.

Cost: \$75

WPRO-161-01

Wednesday, March 28 - April 25

7:00 - 9:00 pm

Plus 1 Saturday class

Location: Triple Oaks Nursery, RT 47, Delsea Drive, Franklinville, NJ

Instructor: Lorraine Kiefer

Starting the Herb Garden Naturally

Learn about the history and culture of herbs and edible flowers. Work on crafts, discuss fragrances, and enjoy a potluck dinner. Week 1: Introduction to herbs (history & legends, culture & care) — planning and planting herbs, soil preparation and when to plant, the right herb for the right spot, herbs for full sun and fragrant and shade loving herbs. Week 2: Herbs for decoration/learn what to plant for drying, fragrance and crafting, (optional craft — small wreath of fragrant herbs and flowers \$25), Week 3: Tour the herb and kitchen gardens (Saturday class) — collect small bunches of herbs to take home. For additional cost can make a patio pot of herbs (reminder — bring clippers and container), Week 4: Culinary uses for herbs (teas, sautés, etc.), discuss the best ways to grow culinary herbs, recipes using basil and other popular herbs given out, how to make teas and other herbal treats, Week 5: Covered dish dinner! Exchange recipes (always some surprises at this event), discover additional uses for herbs, door prizes (guests are allowed, but you must make an additional dish).

Cost: \$65 (Textbook and crafts are available at an additional cost.)

SPRO-268-01

Wednesday, May 2 - 30

7:00 - 9:00 pm

Plus 1 Saturday class

Location: Triple Oaks Nursery, RT 47, Delsea Drive, Franklinville, NJ

Instructor: Lorraine Kiefer



Fix it Divas

Fix It Divas: Tools 101

Learn the many tips and purposes of hand tools and how to use them safely. You will get hands-on experience with drills, power screwdrivers, saws, and other tools to make your next DIY project a breeze. Bring your own tool box or use ours. For safety reasons, loose or flowing tops, and open-toed shoes are not recommended.

Cost: \$39

SDIY-101-01

Saturday, April 21

10:00 am - 12:00 pm

Location: Gloucester County Institute of Technology

Instructor: Janet Morris

Fix It Divas: Drywall Repair

Fixing a hole in a drywall is almost as easy as making it. Practice the techniques required to repair small holes and other imperfections in drywall, and learn the dos and don'ts to make your walls look like new.

Cost: \$39

SDIY-102-01

Saturday, April 28

10:00 am - 12:00 pm

Location: Gloucester County Institute of Technology

Instructor: Janet Morris

Fix It Divas: Tile Basics

Have you ever considered tiling a floor? Come out and let Janet show you how to install ceramic floor tile, basic safety practices for installing ceramic floor tile. You will see that tiling is easy than many people think.

Cost: \$39

SDIY-103-01

Saturday, May 5

10:00 am - 1:00 pm

Location: Gloucester County Institute of Technology

Instructor: Janet Morris

Sports and Nutrition

NEW! Chair Yoga

This is a class for all ages. It increases strength, flexibility, balance and circulation. This class will also help you reduce blood pressure and will help you release stress.

Cost: \$69

WHST-306-01

Friday, January 20 - March 9

6:00 - 7:00 pm

Location: Gloucester County Institute of Technology

Instructor: Lois Viola

Cardio Toning

Cardio Sculpt is a combination of cardio and sculpting moves. This one-hour cardiovascular strength training exercise class shapes and tones the entire body and helps prevent osteoporosis. No dancing, jumping or jazzing ... just results! Bring a set of 2-5 lb. (each) dumbbells, a water bottle, towel, and an exercise mat. Accommodates beginner to advanced fitness levels.

Cost: \$69

WHST-202-01

Wednesday, January 18 - March 14

SHST-202-02

Wednesday, April 4 - May 23

6:30 - 7:30 pm

Location: Gloucester County Institute of Technology

Instructor: Lois Viola

Pilates and Yoga

Add Pilates and Yoga to your workout routine to increase your strength and flexibility. Join us as we provide you with eight sessions for working on balance, stability and flexibility.

Cost: \$69

WHST-203-01

Monday, January 23 - March 12

SHST-203-02

Monday, April 16 - June 11

6:30 - 7:30 pm

Location: Gloucester County Institute of Technology

Instructor: Lois Viola

Body Toning

Tone every muscle in the body. Would you like to get rid of those love handles and firm up your problem areas? If so, we have the class for you. Join us as we focus on firming that lovely lower half and abdominal region. Challenge yourself with strength and conditioning moves in a class atmosphere. Please bring a towel and exercise mat to class.

Cost: \$69

WHST-204-01

Saturday, January 21 - March 24

SHST-204-02

Saturday, April 14 - June 2

11:30 am - 12:30 pm

Location: Gloucester County Institute of Technology

Instructor: Lois Viola

Self Improvement

Creating a New You: Weight Loss and Better Health through Hypnosis

The power of hypnosis is what makes this class different from others. Hypnosis is the catalyst for deprogramming old habits and forming new ones, and a means of continuing motivation. Hypnosis in conjunction with a synergistic approach to weight loss can yield dramatic results. Many people have experienced lifelong results with this method. In addition, you will learn a combination of proven strategies that will result in safe, effective weight loss and better health. Topics include: why we overeat, tips for eating out, making better choices in food, cooking for optimal health, and more. This will be an interactive course in which you will give and receive encouragement and support to each other throughout the classes and intervening days. Take control of your life and health and create a *New You!*

Cost: \$89

SPRO-297-01

Wednesday, May 2 - 23

7:00 - 9:00 pm

Location: Continuing Education Center

Instructor: Dr. Lou Giunta

Creating a New You: Stop Smoking

Have you been trying to stop smoking? Join us as we investigate the reasons why we smoke. Use the power of hypnosis to deprogram old habits and form new ones. Hypnosis remains the means of continued motivation. If you are ready to change your life, then Creating a New You: Stop Smoking is for you.

Cost: \$89

SPRO-314-01

Wednesday, April 4 - 25

7:00 - 9:00 pm

Location: Continuing Education Center

Instructor: Dr. Louis Giunta

Traditional Aikido (Self Defense)

This course is offered to new students to discover a unique Japanese Martial Art based on the redirection of the attacker's force. Both men and women learn effective self-defense techniques without aggression and develop self-discipline to improve their lives. You will learn exercises to develop concentration and focus, to increase fitness and relieve stress. Participants should wear or change into loose, comfortable clothing.

Cost: \$59

SPRO-308-01

Monday, May 7 - June 18

6:45 - 7:45 pm

Location: Gloucester County Institute of Technology

Instructor: Kathy Crane, Sensei and Staff of Agatsu Dojos

Personal Safety for Women

This one night workshop will teach you to make the right choices, develop awareness and be safe! Based on the techniques of Traditional Aikido that teach redirection and control, you will learn to avoid becoming the victim. Participants should dress comfortably and look forward to gaining valuable insights from a skilled presenter in a relaxed setting. "Personal Safety Tips" handouts will be provided to attendees and is open to anyone that has the desire to improve their personal safety knowledge and skills!

Cost: \$25

PRO-311-01

Friday, April 20

7:00 - 9:00 pm

Location: Gloucester County Institute of Technology

Instructor: Kathy Crane, Sensei

Dancing

Ballroom Dancing for Beginners

Do you want to learn how to dance like the stars? Come join us for six fun-filled evenings as you learn how to Fox Trot, Rumba, Swing and Cha Cha.

Cost: \$89

SDAN-106-01

Tuesday, April 17 - May 22

7:00 - 8:00 pm

Location: Gloucester County Institute of Technology

Instructor: Nancy Sklencar

Basic Belly Dancing

An introduction to the basics of Belly Dance, this course will teach women of all shapes and sizes to connect with their bodies. This low impact, non-competitive class focuses on the core movements of Middle Eastern dance. Wear socks or slippers and expect to have fun!

Cost: \$69

WDAN-112-01

Thursday, February 9 - March 15

SDAN-112-02

Thursday, April 18 - May 23

7:00 - 8:00 pm

Location: Gloucester County Institute of Technology

NEW! Moving to Latin Rhythms

This is not aerobics but an intro to Zumba. This is a safe, fun and easy way to get in an exercise program while learning the steps to Salsa, Merengue and other popular rhythms. Designed by experienced dance instructors and personal trainers, the movements are simple enough for beginners, older adults and those who have never taken a dance or exercise class. Class does not include jumping, running or strenuous movements, but it will include FUN!

Cost: \$79

WDAN-123-01

Friday, March 9 - April 20 (no class Apr. 6)

8:15 - 9:15 pm

Location: Gloucester County Institute of Technology

Zumba

Zumba is a fusion of Latin and International music and dance. It is a combination of body sculpting movements from the meringue, salsa, cumbia and samba genre as well as other dances around the world such as hip hop and belly dance. The dances are set to high energy music that makes you want to get up and move. It targets areas of the body such as glutes, legs, arms, abs and the most important muscle, your heart! Zumba is easy, fun, excellent exercise and you don't even feel like you are working out. Ditch the work out and join the party ... ZUMBA!!

Cost: \$99

WDAN-114-01

Tuesday, January 24 - March 13

SDAN-114-02

Tuesday, April 17 - June 5

6:00 - 7:00 pm

Location: Gloucester County Institute of Technology

NEW! Country Dancing

Stomp your feet and kick your heels to the latest country music. Learn how to do the 2-Step, 10-Step, El Paso, Western Waltz, East Coast Swing and more. Come alone or bring your friends. Partners are not required

Cost: \$59

WDAN-125-01

Wednesday, March 7 - 28

8:15 - 9:05 pm

Location: Gloucester County Institute of Technology

R&B Line Dancing

Come join in the fun of "Soul Line Dancing." This class offers something for everyone. You will learn line dances that you can enjoy at any party, from the Big Band era thru the millennium. Some of the favorites taught will include the Electric Slide, the new Cha Cha Slide and oldies like the Wanderer, Soul City Walk. Bring yourself and your friends and enjoy a night out.

Cost: \$59

WDAN-116-01

Wednesday, January 25 - February 15

7:00 - 8:00 pm

Location: Gloucester County Institute of Technology

More R&B Line Dancing

Enjoyed the first session of "Soul Line Dancing?" This class is a continuation and offers a little Country too. If you missed the first set of dances, do not miss this next session. Bring yourself and your friends and enjoy a night out. Come and stomp your feet to the music.

Cost: \$59

WDAN-117-01

Wednesday, March 7 - March 28

7:00 - 8:00 pm

Location: Gloucester County Institute of Technology

Country Line/Group Dancing

Country Western line dancing is fun, easy to learn, and partners are not required. Instructions will include Tush Push, Flying 8's, Trashy Women, 10-Step, El Paso, and more. Come and learn the country western standards that never go out of style.

Cost: \$59

WDAN-119-01

Wednesday, January 25 - February 15

8:15 - 9:15 pm

Location: Gloucester County Institute of Technology

Salsa and Merengue

This course is a concentration on just two popular rhythms — Salsa & Merengue. Dances will include beginner to advance moves. Come and join the fun of dancing. Partners are not required — however partners will not be supplied.

Cost: \$59

DAN-118-01

Friday, January 27 - February 17

7:00 - 8:00 pm

Location: Gloucester County Institute of Technology

'50s & '60s Dance Party

This course is an introduction to the dances of the 50 & 60s eras. Dances will include partner dancing, such as Cha Cha and Lindy, group dances and line dances. Many of the dances are carried on to other eras for the Stroll, Bristol Stomp and the Twist. Come and join the fun of dancing and try some new "Soul Line Dances." Partners are not required. There may be a little Disco, if time allows.

Cost: \$79

WDAN-121-01

Friday, January 27 - February 17

8:15 - 9:15 pm

Location: Gloucester County Institute of Technology

Social Dances for Weddings

Whether you're invited to a company party, a wedding or getting married yourself, this course will help you to be more comfortable on the dance floor. We start with the basic dancing of Fox Trot, a little Swing and Latin rhythms. Then, we move on to techniques of basic slow dancing, traditional first dance of the bride and groom.

Cost: \$79

WDAN-122-01

Friday, March 9 - April 20 (no class Apr. 6)

7:00 - 8:00 pm

Location: Gloucester County Institute of Technology

Self Defense Parent/Child

Share quality time while developing valuable self-defense skills! Each adult and child (age 10 and older) will work together in class learning this unique Japanese Martial Art of Harmony. The techniques of Aikido redirect the attack and control the attacker without the necessity for violence or aggression. Your child will develop coordination skills and increased self-confidence while learning to challenge themselves. Note: Each child must be registered with a participating adult for this class. Wear clean, loose-fitting clothes.

Cost: \$59

WPRO-309-01

Friday, January 27 - March 9 (no class Feb. 17)

6:45 - 7:45 pm

Location: Gloucester County Institute of Technology

Instructors: Kathy Crane, Sensei and Staff of
Agatsu Dojos

Summer Camp Connections 2012

June 25 - August 3

Look for our new and exciting camps
to be announced in January

www.gcnj.edu/ce



To Register by phone: **856-415-2217**

NEW! **Conversational Mandarin Chinese for Teens**

(Age 13-18)

This course is specially designed for high school students who are interested in learning Chinese language and Chinese culture. It will introduce numbers, colors, daily greetings, home, school, calendar, time, weather, family and friends as well as pronunciations, tones, and basic grammar.

Cost: \$129

WKID-125-01

Monday & Wednesday, January 23 - March 14

SKID-125-02

Monday & Wednesday, April 16 - June 6

6:00pm - 8:00pm

Location: Continuing Education Center

Instructor: Grace Rogers

NEW! **Beginner Sign Language for Teens**

Learn basic sign language. This class is excellent for teens who would like to learn a second language.

Cost: \$ 129

WKID-124 -01

Tuesday, February 7 - March 13

6:00 pm - 8:00 pm

Location: Continuing Education Center

Instructor: Angela Nielo

NEW! **Junkyard Warriors**

(Age 8-16)

In this eco-friendly S.T.E.M. program, students will recycle common everyday items to create motorized mechanisms and racers. The program is divided into a series of challenges where students will compete to accomplish specific tasks and goals. Each challenge combines environmental principles, physics, and basic elements of design and engineering. After mastering the basic concepts, students will face a final challenge to earn the title Junkyard Warrior and become protectors of the environment.

Cost: \$149

SKID-125 -01

Saturday, April 14 & 21

10:00 am - 4:00 pm

Location: Continuing Education Center

Instructor: Black Rocket Staff

Make Your First Video Game!

(Ages 8-16)

If you love playing video games, this is the class for you! Make your first video game in this one-of-a-kind class that shows you the crucial keys to designing your first 2-D game. Conceptualization, play experience, challenge levels, graphics and elements, music and sound, software, and simple coding are just some of the concepts that we'll explore as you learn how to really get into the game because you made it yourself! No prior experience necessary just a desire to have fun. Student created games will be available on a password protected website to share with friends and family. Software and games are only compatible on PC computers, Mac versions can be created after the program for \$15.00 conversion fee.

Cost: \$149

WKID-101-01

Saturday, February 18 & 25

10:00 am - 4:00 pm

Location: Continuing Education Center

Instructor: Black Rocket Staff

Video Game Animation

(Ages 8-16)

Take your game design to the next level by creating and animating your own character sprites, objects, and backgrounds. Start with a name; develop the character's personality, signature moves, special powers, and a story line. Finish with a fully animated character to be used in future games. Students do not need any prior experience in game design, animation, or sketching. Student created animations will be available on a password protected website to share with friends and family. Software and games are only compatible on PC computers.

Cost: \$149

WKID-117-01

Saturday, March 3 & 10

10:00 am - 4:00 pm

Location: Continuing Education Center

Instructor: Black Rocket Staff

Make Your First 3-D Video Game!

(Ages 8-16)

By popular demand, we are now offering a 3-D game design class. This experience allows you to develop a game concept that goes well beyond the limitations of the traditional classes. Students will learn the physics behind 3D Game Design and explore event scripting, level design, controlling flow of game play, and storytelling. Designed for young adults who have the desire to focus in Game Design in high school or college. Student created games will be available on a password protected website to share with friends and family.

Cost: \$149

WKID-123-01

Saturday, March 24 & 31

10:00 am - 4:00 pm

Location: Continuing Education Center

Instructor: Black Rocket Staff

Chefs in Training

NEW! Teen Cake Divas

(Ages 13-16)

Teens will learn to successfully decorate a two-layer cake with fondant. We will learn the basics of buttercream icing, applying icing, and how to work with fondant to create a one of a kind design.

Students should bring the following items to class:

- 1-two layer 6" cake(round), any flavor, wrapped and frozen
- An apron
- Any cake decorating supplies they may want to use (optional)

*Your cake will need to be prepared prior to the class, so please bake your cakes, wrap and freeze them. The cakes must be semi-frozen to successfully trim and decorate them.

Cost:\$39

WKID-126 -01

Saturday, February 11

9:00 am - 12:00 pm

Location: Gloucester County Institute of Technology

Instructor: Dana-Marie Ciaranca

Kooky Cookies

Who doesn't like cookies? This class will let the chef in training make some easy and delicious cookies that they will love to make as much as they will love to eat.

Cost: \$39

SKID-112-01

Saturday, May 12

9:00 am - 12:00 pm

Location: Gloucester County Institute of Technology

Cupcake Joy

Learn how to make and decorate cupcakes. We will use fondant to make creative toppings like animals that will sit atop our creations and we will experiment with different candies to make one of a kind cupcakes.

Cost: \$39

SKID-113-01

Saturday, May 26

9:00 am - 12:00 pm

Location: Gloucester County Institute of Technology

Babysitter's Training Course

(Ages 11-15)

Are you new to babysitting or looking for a way to expand or polish your skills as a babysitter? There are certain basic abilities and knowledge that every parent wants in a responsible babysitter. Participants will learn how to combine the knowledge and skills associated with leadership, safety, safe play, basic care and first aid. This American Red Cross certification course, taught by a combination of lecture, video, and "hands-on" activities, fully prepares the individual to be a competent babysitter. Students will receive a backpack with first aid items and an emergency note pad. Each participant will receive a certification card upon successful completion of the course.

Textbook and backpack with first aid items included.

Cost: \$105

WYTH-100-01

Friday, February 17 & 24

SYTH-100-02

Friday, April 13 & 20

5:00 - 9:00 pm

Location: Gloucester County Institute of Technology

Instructor: American Red Cross Staff

NEW!

Test Preparation

NJ ASK 7/8 Math Review

(Ages 12-14)

This course is designed to prepare students for New Jersey's math assessment which is administered to middle school students in the spring of each year. The students will learn valuable tips and strategies for the math section of the exam. All topics are in alignment with the New Jersey's Core Curriculum Content Standards.

Cost: \$99

KID-127-01

Saturday, March 3-24

9:30 - 11:30 am

Location: Continuing Education Center

Instructor: J. Spencer

High School Proficiency (HSPA) Math Review

(Ages 16-17)

This course is designed to prepare students for New Jersey's rigorous High School Proficiency Assessment which is administered to eleventh grades students in the spring of each year. The students will learn valuable tips and strategies for the math section of the exam. All topics are in alignment with the New Jersey's Core Curriculum Content Standards

Cost: \$99

KID-128-01

Saturday, February 4-25

9:30am-11:30am

Location: Continuing Education Center

Instructor: J. Spencer

ACT Prep

This course is designed to expose the student to the specific test material required for the new ACT. We will work on actual simulated ACT questions and explain the answers. A practice test will be provided for students to do on their own. We will cover such topics as: the actual breakdown for the test, how best to prepare for the test and how the guessing factor can be used to significantly

increase your scores. Proper test preparation greatly helps to minimize the dangerous tensions that can seriously lower scores for many students. Half of the sessions are spent in Critical Reasoning (Verbal), half in Math. Students should bring a calculator for the Math sessions.

Cost: \$229

COL-102-01

Tuesday & Thursday, March 6 - April 3 (no class Mar. 15)

6:00 - 9:00 pm

Location: Continuing Education Center

SAT Preparation

This course is designed to expose the student to the specific test material required for the new SAT. We will work on actual simulated SAT questions and explain the answers. A practice test will be provided for students to do on their own. We will cover such topics as: the actual breakdown for the test, how best to prepare for the test and how the guessing factor can be used to significantly increase your scores. Proper test preparation greatly helps to minimize the dangerous tensions that can seriously lower scores for many students. Half of the sessions are spent in Critical Reasoning (Verbal), half in Math. Students should bring a calculator for the Math sessions.

Cost: \$229

WCOL-100-01

Monday & Wednesday, February 13 - March 7

SCOL-100-02

Monday & Wednesday, April 9 - May 2

SCOL-100-03

Monday & Wednesday, May 7 - May 30

6:00 - 9:00 pm

Location: Continuing Education Center

NEW! College Entrance Math Prep

Sharpen your math skills with Gloucester County College's preparatory course. You will review basic algebra concepts and math fundamentals to prepare you to go back to school, get ready for college placement tests, and improve your skills.

COST: \$99

PRO-421-01

Saturday, April 28 - May 12

9:30 - 11:30 am

Location: Continuing Education Center

Instructor: Joe Spencer

Youth One-Stop GED Center



New Location:

6 Barnsboro-Blackwood Road

The Youth One-Stop GED Program is located in the GCC College Services Building, 6 Barnsboro-Blackwood Road, Sewell, NJ 08080.

The Youth One Stop GED Program provides free GED test preparation services to out-of-school Gloucester County individuals ages 16–21. In addition to academic services, the Youth One-Stop GED Program also offers:

Employment skills preparation –

- Vocational training
- Job search assistance
- Transition assistance to post-secondary education options
- Opportunities for trips, service learning and career exploration
- Weekly monetary rewards and other incentives
- Counseling services
- Access to Fitness Center four days a week
- Transportation assistance

For more information, call:
856-468-5000, Ext. 6841 or 4305

OPERATES YEAR-ROUND
8 am – 3 pm, Monday through Friday
Please call to receive additional information and to determine eligibility.



The Youth One-Stop GED Program is operated by the Gloucester County Institute of Technology under the direction of the Gloucester County Workforce Investment Board and is funded through the Gloucester County Board of Chosen Freeholders and the NJ Department of Labor and Workforce Development.

To Register by phone: 856-468-5000, Ext. 6841

Adult Education Program

Gloucester County College offers free Adult Education programs to assist adults with preparing for the GED test and improving their basic reading, writing, and math skills. These Adult Education programs are funded by the New Jersey Department of Labor and Workforce Development.

Adult Basic Education (ABE) for adults who do not possess a high school diploma and require training in basic (below high school level) reading, writing, and math.

General Education Development (GED) for adults who wish to study high school level writing, math, social studies, science, and literature and the arts in order to pass the GED test and receive a high school diploma issued by the State of New Jersey.

English as a Second Language (ESL) for adults who want to learn and adapt themselves to the American language and culture. Special emphasis is placed on improving communication skills in the areas of listening, speaking, reading and writing.

The programs are offered during the day and evening at Gloucester County College. Day programs run year-round and evening programs run from September until May.

Citizenship/Civic Education for adults who want to learn about and prepare for the naturalization process.

Classes are free, however, there is a \$10 non-refundable registration fee.

Please call 856-468-5000, Ext. 6227 for more information or to register.

All students must have their skills evaluated before beginning a class.

ABE/GED Day Classes

Days: Monday through Thursday

Dates: February 28, June 6

Times: 12:30 – 3:30 pm*

**Placement based on availability*

Location: GCC Continuing Ed. Center

ABE/GED Evening Classes

Days: Tuesday through Thursday

Dates: February 15 & March 22

Time: 6:00 – 9:00 pm

Location: GCIT

English as a Second Language (ESL)

ESL Day Classes

Days: Monday & Wednesday OR

Tuesday & Thursday*

**Based on placement level of student*

Dates: February 21 & May 16

Time: 9:00 am – 2:30 pm

Location: GCC Continuing Ed. Center

ESL Evening Classes

Days: Tuesday & Thursday

Dates: March 1 & April 5

Time: 6:00 – 9:00 pm

Location: GCIT

Citizenship/Civic Education Evening Classes

Days: Wednesdays

Time: 6:00 – 9:00 pm

Location: GCIT

NEW! Accent Reduction — Pronunciation Perfect I

Do you want to improve your English to be understood and feel more comfortable and confident in business and social situations. This class covers many accent problem areas of the English language common to speakers of different language backgrounds, such as American English sound/spelling patterns, word endings, syllables, stress, rhythm and intonation.

Cost: \$299

PRO-422-01

Monday & Wednesday, January 23 - March 28

6:00 - 9:00 pm

Location: Continuing Education Center

Instructor: Kim Wiemer

NEW! **GED Exam Review**

Do you need to take the GED test but not quite sure if you are ready? Now you can take the Official GED Practice Test. The test is half the length of the actual GED and provides a score that indicates your readiness. The test is scored on site the day it is given.

Cost: \$20

GER-100-01
Thursday, February 2
5:30 - 9:30 pm

GER-100-04
Friday, May 11
12:30 - 4:30 pm

GER-100-02
Friday, March 2
12:30 - 4:30 pm

GER-100-05
Thursday, May 31
5:30 - 9:30 pm

GER-100-03
Thursday, April 12
5:30 - 9:30 pm

Location: Continuing Education Center

GED Testing

The General Educational Development Test (GED) is designed to measure the educational development of adults who have not completed a formal high school program. A New Jersey High School Diploma is awarded solely on the basis of successful test scores in the five academic areas: reading, writing, math, science and social studies.

Eligibility

The GED test can be administered to candidates who:

1. Are at least 16 years of age *
2. Are not currently enrolled in high school
3. A resident of New Jersey

* Anyone who is under 18 must complete and submit a Certificate of Non-Enrollment form. Certificate of Non-Enrollment forms are available at the local high schools. Candidates 16-17 years old must be accompanied by a parent or guardian (with proper ID).

Registration Information

- Must pre-register online at www.GED123.org and bring in the printed Proof of GED Registration
- Must register in person at the Continuing Education Center
- Must possess and present a Social Security card and a valid New Jersey driver's license with a photo or a county issued ID with your address

Costs

There is a \$50 fee for taking the GED test. You must bring a money order payable to **Gloucester County College** at the time of registration. Each retest will cost \$10 per test.

Registration and Location

Registration

8:00 am – 4:00 pm, Monday – Friday in the Continuing Education Center



Workforce Learning Link

The Workforce Learning Link is a program developed by the New Jersey Department of Labor and Workforce Development to provide adult learners with instruction in reading, mathematics, computer skills, communication, English language skills, GED preparation, financial literacy, and employability skills. The goal of the program is to increase participants' overall readiness to enter the workforce. Services offered at the Workforce Learning Links are funded by the Gloucester County Workforce Investment Board and the State of New Jersey Department of Labor and Workforce Development.

Services at the Workforce Learning Links are available free of charge to help Gloucester County residents enhance their skills that are needed to compete in today's labor market.

Learning Link Locations:

Thorofare One Stop Career Center 215 Crown Point Road Thorofare, New Jersey 08086	Gloucester County College 1400 Tanyard Road Sewell, New Jersey 08080	St. Matthews Community/Rec. Center Route 322-Glassboro Road Williamstown, NJ 08094
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For more information, please call 856-384-3700

To Register by phone: 856-468-5000, Ext. 6227 or 5227

Prepare for the GED Test online and in the classroom to earn your New Jersey High School Diploma

Gloucester County College is pleased to announce its new 10-week Hybrid GED preparation program. This program is offered free* to Gloucester County residents.

- *Prepare for the GED test online*
- *Attend class one day per week*
- *Work at your own pace*
- *Access teacher support when needed*



Come out and see
if the GED Hybrid
program is for you!

To learn more about
the Hybrid GED
program and for
orientation dates
and times, please
email Regina at
rharriso@gccnj.edu

This program is
funded by the
Gloucester County
Division of Workforce
Development,
Workforce Investment
Board and the New
Jersey Department of
Labor and Workforce
Development.

* \$10 registration fee is required

People in Transition

What is People in Transition?

People in Transition is a program funded by grants from the NJ Department of Community Affairs (Division on Women), United Way of Gloucester County and individual donations to provide services and programs to displaced homemakers. Among the services offered are career counseling, info on NJ divorce and referrals to social service agencies. To learn more about the services of this program or to arrange for an appointment, please call 856-415-2222.

Most PIT workshops are FREE. Registration is required. Call 856-415-2222 or email peopleintransition@gccnj.edu

Financial Strategies for Divorcees

January 11 OR March 7, noon - 1:30 pm OR
February 9 OR April 19, 7 - 9 pm

Financial Strategies for Widows

January 19 OR March 22, 7 - 9 pm OR
February 15 OR April 11, noon - 1:30 pm
Monique Castillo Financial Advisor, presenter

How to Avoid Costly Housing Mistakes Before During and After a Divorce

January 11 OR February 23 OR April 10, 7 - 9 pm
Brian Ziegenfuss, presenter

Financial Aspects of Divorce

January 26 OR February 28 OR March 19 OR
April 26 OR May 22 OR June 18, 6:30-8:30 pm

Smart Women Finish Rich

February 21 OR April 16 OR June 19, 6:30 - 8:30 pm

Understanding Your Investments

March 29 OR May 14, 6:30 - 8:30 pm
Joe Johnson, Financial Adviser, presenter

Laws of Separation and Divorce

February 1 OR March 22, 7 - 9 pm
Presenter to be announced

Divorce Recovery Workshop

January 17, 24, 31, Feb. 7, 14 & 21 OR May 3, 10, 17,
24, 31 & June 7, 7 - 8:30 pm

Forgiveness A Healing Journey

March 6, 13, 20, 27, April 3, 10, 17, & 24, 7 - 8:30 pm

Bereavement Workshop

May 8, 14, 22, 29 June 5 12, 19, & 26, 7 - 8:30 pm
*Jennie McQuaide, Ph.D., Licensed Profession
Counselor, presenter*

Feng Shui

February 16, 6:30 - 8 pm
Loretta Anthony, presenter

Mediation for Divorce

February 22 OR April 25, 6:30 - 8 pm
Nancy Hawn, M.S., NJAPM, presenter

Self Esteem

January 30, February 2 and 6 OR
April 2, 5 and 9, 7 - 9:30 pm

New Beginnings

February 20, 23, 27, March 1, 5, and 8, 7 - 9:30 pm
OR
June 4, 7, 11, 14, 18 & 21, 7 - 9:30 pm
Debbie Trionfo, presenter

Child Support

January 25 OR March 12, 1 - 2 pm OR
January 25 OR March 12, 7 - 8 pm
*Carmell Bolden, New Jersey Child Support Program
Public Awareness, presenter*

Divorce Process — What you need to know before getting divorced

February 13, 7 - 8:30 pm

Estate Planning — What you must have at a minimum

January 18, 7 - 8:30 pm
Victoria Dalton, Esq. Family/Elder Attorney, presenter

Your Money Matters

February 8, 6:30 - 8:30 pm

Financial Fitness for Life

March 14, 6:30 - 8:30 pm
*Wanda Hardy, FDIC Instructor & Financial
Consultant, presenter*

Workshops continue on page 54

To register and to learn more about the workshops call 856-415-2222. Most workshops are FREE of charge unless otherwise noted. In addition, please go to www.gccnj.edu, click *Student Services*, click on *People in Transition*. You can also register by email peopleintransition@gccnj.edu

Those who wish to contribute may send their donation to:

People in Transition at GCC
1400 Tanyard Road, Sewell, NJ 08080

People in Transition

Most PIT workshops are FREE.

Registration is required. Call 856-415-2222 or email peopleintransition@gccnj.edu

How to Grow Self Confidence

February 8, 7 - 9 pm

Stop, Drop and Roll

March 7, 7 - 9 pm

How to be Trigger Happy,

March 21, 7 - 9 pm

How to Wear Your Ruby Red Slippers

April 4, 7 - 9 pm

What is Your Twister

April 18, 7 - 9 pm

Who Am I: Dorothy, Scarecrow, Tin Man or Lion?

May 2, 7 - 9 pm

Riding the Rollercoaster

May 16, 7 - 9 pm

Energize Your Energy

May 30, 7 - 9 pm

Sharon Roth-Lichtenfeld, CPC, Certified Professional Lifecoach, presenter

LIHEAP Utility Presentation

January 12, 7 - 8 pm

February 14, 2 - 3 pm

Thomas Bowen, Gloucester County LIHEAP Supervisor

To register and to learn more about the workshops call 856-415-2222. Most workshops are FREE of charge unless otherwise noted.

In addition, please go to www.gccnj.edu, click *Student Services*, click on *People in Transition*. You can also register by email peopleintransition@gccnj.edu

If you are looking for a *fulfilling* and *flexible* volunteer opportunity and a *unique* way to give back to your community please consider . . .

Give the Gift of Literacy! Become a LVGC tutor today!

Tutor Training Sessions

Tutor Training:	15 hours
Tutoring student:	2 hours a week for a year
Gift of Literacy:	Priceless



LVGC is accredited by ProLiteracy America, the only national accreditation system in the adult education and literacy field. LVGC is a United Way funded agency.

Phone: 856-218-4743

Email: info@literacyvgc.org

Web site: www.literacyvgc.org

Gloucester County College Continuing Education Center

1492 Tanyard Road, Sewell, NJ 08080-4222
Exit 56 of Route 55 • 856-468-5000

From Atlantic City and/or Williamstown — (via Rt. 322/Rt.168)

Rt. 322 becomes Rt. 168 in Williamstown at Geets Diner. Take Route 168 North (Black Horse Pike) to Turnersville. Enter the jughandle on right for Greentree Rd. (just after Arby's). Continue on Greentree Rd. to second traffic light and turn right onto Egg Harbor Rd. Stay on Egg Harbor Rd. to third light - Salina Rd. Make a left onto Salina Rd. go straight, through one stop sign (Delsea Drive). At four-way stop sign, cross over Blackwood-Barnsboro Rd. The entrance to the office is on the right before Tanyard Rd. intersection.

From Atlantic City Expressway

Follow Expressway, stay to the right to Exit 44 (Sicklerville/Blackwood/Rt. 168). Immediately look for Exit 7, at bottom of exit bear to the right and follow to Rt. 168 (traffic light). Cross over and continue approx. 3/4 mile (4 streets). At traffic light at Grenloch/Hurffville Rd. make a left and continue to next traffic light (Egg Harbor Rd). Make a right and follow to next traffic light (Salina Rd). Make a left. Continue to stop sign (Delsea Dr.) cross over and continue to four-way stop sign (Blackwood-Barnsboro Rd.). Cross over and follow to next intersection. Office is on the right before Tanyard Rd. intersection.

From Clayton (Route A-via Rt. 47)

Take Route 47 (Delsea Drive) through Glassboro and Pitman. Continue through Hurffville and make a left at traffic light onto Sewell Rd. (Heritages Dairy store and Hurffville-Cross Keys Rd. on right, Insurance Co., King Marine & Sewell Rd. on left). Bear left at stop sign onto Salina Rd. Follow Salina Rd. to four-way stop sign. Cross over Blackwood-Barnsboro Rd. The entrance to the office is on right before Tanyard Rd. intersection.

From Clayton (Route B-via Rt. 47 and Rt. 553)

Take Route 47 (Delsea Drive) through Glassboro. At the traffic light after shopping centers (Friendly's, CVS, on right) make a left onto Route 553 (Woodbury-Glassboro Road). Go through five traffic lights (Pitman Ave., Holly Ave., Lams Rd., Tyler Mill Rd., Rt. 55). At sixth light (LukOil and Getty gas stations, WaWa). Make a right onto Center St./Blackwood-Barnsboro Rd. Make first left onto Tanyard Rd. Next intersection is Tanyard and Salina Rds. Go through intersection; entrance to building is on the right.

From the Delaware Memorial Bridge

Take Route 295 North. Take the Woodbury/National Park exit then bear right onto County Road 534 (Delaware St./Cooper St.) and continue into Woodbury - Broad Street, (Court House on the left). Turn right at next traffic light onto Evergreen Ave. Travel one block and turn left at light onto E. Barber/Tanyard Rd. Continue on through four lights. The entrance to the office is on the left past Gloucester County College.

From North Jersey (via Turnpike, Route 295 South)

Take the NJ Turnpike to Exit 4. Follow signs to Route 295 South. The entrance to Route 295 South is on the right. Take Route 295 South to Route 42 toward Atlantic City . Take Route 55 South exit off Route 42 and continue four miles to Exit 56B (Woodbury, Westville, 47 North). After exiting turn left at first traffic light onto Bankbridge Rd. Turn left at next traffic light onto Tanyard Rd. The entrance to the office is on the left past Gloucester County College.

From Vineland/Millville (via Route 55 North)

Take Route 55 North to Pitman/Wenonah exit (Route 553 Woodbury-Glassboro Rd). Bear right and proceed on Route 553 North toward Wenonah. Turn right at first traffic light (LukOil gas station, WaWa) onto Route 603 North (Center St./Blackwood-Barnsboro Rd). Take first left onto Tanyard Rd. The entrance to the office is on the right just past the intersection of Tanyard and Salina Rds.

Gloucester County Fire Academy

200 Shady Lane, Clarksboro, NJ 08020
856-423-4127

From I-295 Southbound

Take Exit 18 (Mt. Royal, Clarksboro). At the top of the ramp and at the traffic light, turn left. Pass the BuckThorn Traveler's Plaza on the right. Proceed through the next traffic light and travel 1.5 miles to the next traffic light. Proceed through the light and immediately bear to the right (County House Road). *NOTE: The Mount Royal Fire Company must be on your left. The Fire Academy is about 1/2 mile on your left.*

From I-295 Northbound

Take Exit 18 (Mt. Royal, Clarksboro, Paulsboro). At the top of the ramp and at the traffic light turn right. The Traveler's Plaza will be on your right. Follow directions as stated above.

From the Atlantic City Expressway or RT. 322

From the AC Expressway take Exit 38 for Williamstown (RT 536 Sicklerville Road). Follow to large intersection (see Geets Diner on your right). Proceed through the intersection and follow all signs for RT 322 West. Proceed about 15 miles. You will pass over RT 55. Shortly thereafter you will pass through 2 traffic lights. Note a large WaWa on your left. Travel about 1 mile and bear right onto RT 667. Follow RT 667 for 4 miles. At the traffic light for RT 667 and RT 45, the name will change to Cohawkin Road. Continue straight for about another 4 miles. There will be a large cemetery on your left. Turn right onto County House Road. (There is a sign, "Shady Lane" Juvenile Shelter, Fire Academy.) Proceed about 1 mile, the Fire Academy Building can be seen on your right. It is the closest building to the road.

From RT 55

Exit RT 55 at RT 322 West and follow directions above.

From NJ Turnpike

Exit at Exit 2. At the end of the ramp turn left. Follow RT 322 to the exit traffic light. (NOTE: *Kingsway High School is on your far right.*) Turn right onto Kings Highway. Proceed north for about 7 miles. Shortly after passing a Heritage convenience store on your left, you will see a white church on your right. Turn right onto Shady Lane. Proceed to stop sign, (County House Road) turn left. You will see the Fire Academy on your right. The building is the closest to the road.

Gloucester County Institute of Technology

1360 Tanyard Road, Sewell, NJ 08080
856-468-1445

From Route 55

Exit at Route 47 Delsea Drive North – Westville Exit 56B. At the light, turn left onto Bankbridge Road. At the next light, turn left onto Tanyard Road. The entrance for GCIT is on the left at the bottom of the hill.

From the Delaware Memorial Bridge

Take Interstate 295 North. Take Exit 21 onto Delaware Street and continue through Woodbury for about 1.7 miles. As Delaware Street becomes Cooper Street, continue for .5 miles. Turn right at traffic light onto Evergreen Avenue. Travel one block and turn left at next light onto E. Barber Avenue. Proceed about 3.2 miles. The entrance for GCIT is on the left at the bottom of the hill.

From the New Jersey Turnpike

Take the N.J. Turnpike South to Exit 3. After toll, follow signs for Route 168 South. Continue for about one mile to traffic light and turn right on Route 544 & Route 41 South, Clements Bridge Road. Continue for about 1.7 miles to Deptford Center Rd., and make a right. Travel about 0.8 miles and merge onto Rt. 55 South. Travel about 2.4 miles and exit at 56B Woodbury/ Westville. After you exit, make a left at the 1st light, Bankbridge Rd. Make a left at the next light, Tanyard Rd., The entrance for GCIT is on the left at the bottom of the hill.

From Atlantic City

Take the Atlantic City Expressway North. Take exit 44 towards Rt-168/Sicklerville/Blackwood. Stay to the right for Rt. 168/Blackwood. Sicklerville Rd. will turn into Woodbury-Turnersville Rd. as you cross Rt. 168. Travel for about 1.5 miles. Make a left onto Barnsboro-Blackwood Rd. and bear to the right. Continue for about 1.2 miles. At the stop sign, make a right onto Egg Harbor Rd. Go straight through the light as you are now on Rt. 47/Delsea Dr. for about 1.2 miles. Make a left onto Bankbridge Rd. Make a left at the next light, Tanyard Rd. The entrance for GCIT is on the left at the bottom of the hill.

From the Commodore Barry Bridge

Take Route 322 East to light at Rt. 45. Turn left onto Rt. 45 North and travel for about 2.0 miles. Turn right onto Heritage Rd. and go about 2.1 miles. Turn right onto Main St. Make a slight left onto Center St. and go for about 1.7 miles. Now make a left onto Tanyard Rd. GCIT is about 1.3 miles ahead on the right, past Gloucester County College.

Gloucester County College

1400 Tanyard Road, Sewell, NJ 08080
Located in Deptford Township
Exit 56 of Route 55 • 856-468-5000

From Williamstown

Take Route 168 North (Black Horse Pike) to Turnersville. Enter the jughandle on the right for Greentree Road. Continue on Greentree Road to the second traffic light and turn right onto Egg Harbor Road. Stay on Egg Harbor Road to light intersection at Route 41. Go straight through the light. A half block after the intersection make a left, following the sign for Sewell, onto Blackwood-Barnsboro Road (Route 603). Follow for about one mile, and the College entrance will be on your right.

From Clayton

Take Route 47 (Delsea Drive) through Glassboro, Pitman and Hurffville. Make a left onto Salina Road. At the next intersection, make a right onto Blackwood-Barnsboro Road (Route 603). The College entrance will be on the left.

From Route 55 (Southbound from Bellmawr)

Take Route 55 South exactly four miles from Route 42 to Exit 56-B, 47 North (marked Woodbury-Westville). Turn left at the first traffic light onto Bankbridge Road. Go to the first traffic light (Tanyard Road) and make a left. Third entrance on the left (just past Monongahela Junior High School and Gloucester County Institute of Technology) is GCC.

From South Philadelphia

Cross the Walt Whitman Bridge and follow signs for Route 42. Take Exit 13 onto Route 55 South and follow directions above to GCC.

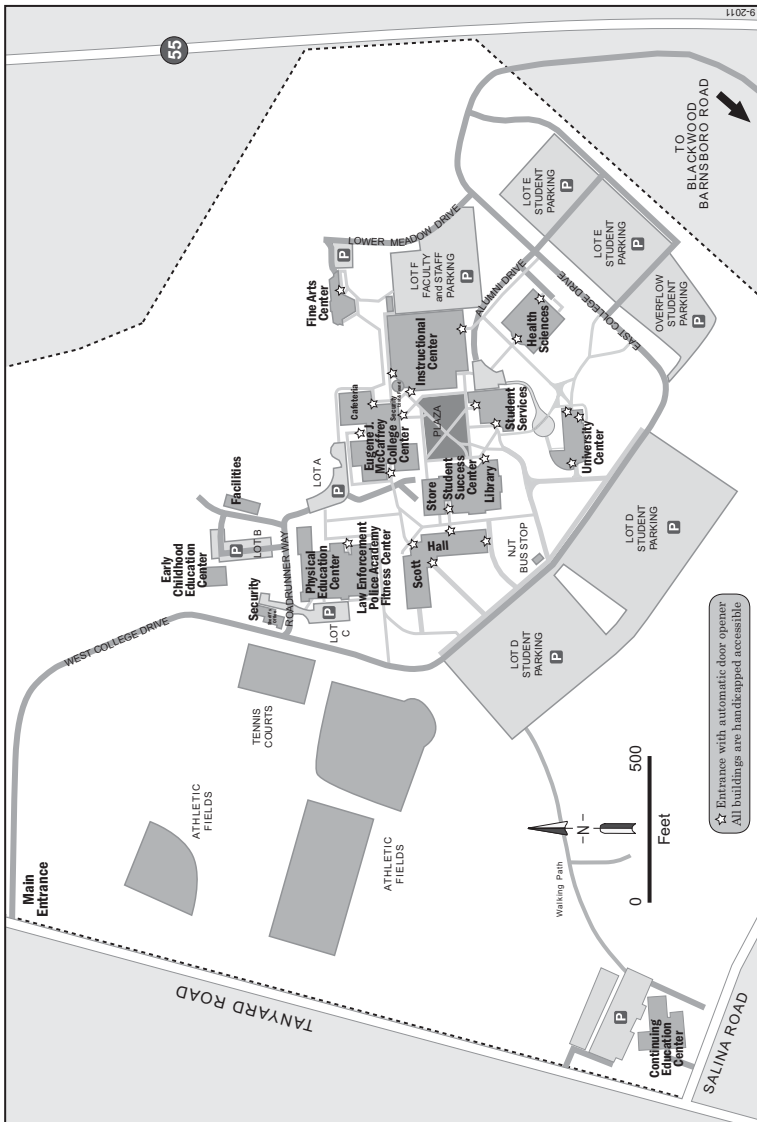
From Vineland Area

Take Route 55 North toward Bellmawr-Camden. Exit right at Ramp 56A for Route 47 South (you will see the GCC sign just before the ramp). Follow Route 47 South for one-quarter mile and turn right at the GCC sign (Route 603/Sewell) just before the traffic light. Follow for about one mile, and the College entrance will be on your right.

From the Delaware Memorial Bridge

Take Route 295 north to Exit 11 (Route 322). Take Route 322 East for several miles to Route 45. Make a left onto Route 45 North. Follow for one mile to Breakneck Road-Route 603 (Heritage's on the corner). Make a right onto 603 and follow several miles to Tanyard Road (located just past the intersection with a Wawa). Make a left onto Tanyard Road. GCC entrance will be on the right.

Alternate directions: Take the New Jersey Turnpike north to Exit 2 and make a right onto 322 East to Route 55 northbound. Follow directions ("From Vineland Area") to the campus.



BUILDING CODES — GCC Campus:

- CC** – College Center (200-level rooms)
- CEC** – Continuing Education Center
- FAC** – Fine Arts Center
- HS** – Health Sciences Center (500-level rooms)
- IC** – Instructional Center (400-level rooms)

LRC – Learning Resource Center (600-level rooms)

PAC – Law Enforcement, Police Academy, Fitness Center (300-level rooms)

PEC – Physical Education Center (300-level rooms)

SCOTT – Scott Hall for Science and Technologies (700-level rooms)

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To Register —



By Mail:

Use the registration form on the next page and mail it with your check or money order to Gloucester County College, Division of Continuing Education, 1492 Tanyard Road, Sewell, NJ 08080-4222.



By Phone:

Call 856-415-2218 or 415-2217 between 8 am – 4 pm, Monday through Friday. For your convenience, 24-hour credit card registration is available via a voice mail box at this number. VISA, MasterCard, Discover, and American Express are accepted, and the charge must be approved. Please have all credit card information available (type of card, account number, expiration date) and include your daytime phone number on the recording.



By Fax:

Photocopy and complete the registration form on the next page and fax it, 24 hours a day, to 856-415-7974. You must use VISA, MasterCard, Discover, or American Express as the form of payment.



In Person:

Complete the registration form on the next page and bring it to the Continuing Education Center between 8 am – 4 pm, Monday through Friday.



Online 24/7:

Gloucester County College's Continuing Education program offers online registration. Please follow the link www.gccnj.edu/ce to register online.



Classes Fill Fast!

Registration is accepted until classes are full. Register as early as possible to guarantee enrollment. Registration is on a first-come basis. No reservations are accepted without payment. All course and event listings are accurate as of date of publication. Some information may be subject to change.

Classes have been designed for students 18 years of age or older unless otherwise specified.

Course Fees

All course fees are due at the time of registration. No cash payments will be accepted. Your cancelled check or credit card voucher is your only receipt unless otherwise requested. There is a \$30 charge for all returned checks. The cost for each course is listed along with the description.

Cancellations

All courses are subject to cancellation. A full refund will be issued within six to eight weeks.

Parking

Course registrants must park in the student parking lots on the GCC campus (Lots D and E). Special parking arrangements at the main campus can be made by calling 856-468-5000, Ext. 6287. Parking is available at GCIT and the Continuing Education Center for any classes scheduled at either location.

Classrooms and Course Locations

Most classes are held on the main campus of Gloucester County College or at the Continuing Education Center. Room numbers are listed on campus TV monitors and entrance doors on the days or evenings of classes. Room assignments will also be available at the Security Desk in the College Center Building. Classes are also held at Gloucester County Institute of Technology. Directions to all locations can be found in this courier.

Emergency School Closings

The cancellation code for day classes is **814**. The code for evening classes is **2814**. Please check one of the following for information: KYW NewsRadio (1060 AM); www.KYW1060.com; www.gccnj.edu

Refund/Withdrawal Policy

We will be happy to offer you a refund or apply payment to another class of your choice if you withdraw five business days prior to the start of class. All refunds, unless the College cancels the class, will incur a \$10 processing fee. If you wish to withdraw from a course or seminar, please notify the Division of Continuing Education in writing or in person immediately. Refunds will be made as follows:

- No refunds of fees or costs for any program of two or fewer class meetings will be issued once class begins.
- 100% refund five days prior to the first class meeting
- 50% refund after the first class meeting
- No refund after the second class meeting

The Board of Trustees is committed to providing a work and academic environment that maintains and promotes affirmative action and equal opportunity in all categories of employment and education. The Board will continually attempt to carry out its responsibilities to provide all persons with equal access and fair treatment regardless of race, creed, color, national origin, ancestry, age, sex, affectional or sexual orientation, marital status, familial status, religion, liability for service in the Armed Forces of the United States, atypical heredity cellular or blood trait of any individual, non applicable disability or because of genetic information or refusal to submit or make available the results of a genetic test. For questions concerning discrimination, call Executive Director, Diversity and Equity, Almarie J. Jones, at 856-415-2154. For disability issues, contact ADA/504 Officer, Dennis M. Cook, Director, Office of Special Needs Services, at 856-415-2265.

Personal Information

Last name _____ First name _____
 Social Security # _____ Birth year _____
 Home address _____
 City, State, ZIP _____
 Place of employment _____
 Work address _____
 Phone: daytime _____ evening _____
 Fax number _____
 Email address _____

How did you hear about the program?

1. Course brochure 3. Previous course 5. Newspaper
 2. Friend(s) 4. Work 6. Other _____

Course Registration

Code	Course Title	Day	Tuition
TOTAL COST			

Payment

Checks: Please make checks payable to **Gloucester County College**
Businesses: Company Purchase Order # _____
Credit Cards: All information must be complete and accurate before your registration will be processed
 Card # _____ Exp. date _____
 Check: M/C VISA DISCOVER American Express
 3- or 4-digit Security Code _____
 Signature _____

Submit this form to:

Gloucester County College
 Division of Continuing Education
 1492 Tanyard Road, Sewell, NJ 08080
 Fax: 856-415-7974

Please note: With the submission of this form, you are registered. Unless notified to the contrary, please report to your first scheduled class. Please feel free to duplicate this form.

Federal Reporting

The state and federal governments require the College to submit information on student characteristics. Your response to this section is voluntary, but will help GCC implement its affirmative action policy. GCC is an equal opportunity institution. This information does not affect admission or placement.

Sex:
 1 Male 2 Female

Education:
 1 Less than high school
 2 High school
 3 Some college
 4 Associate degree
 5 Bachelors degree
 6 Masters degree
 7 Doctorate

Race:
 1 Asian
 2 White
 3 Black or African American
 4 Hispanic or Latino
 5 Two or more Races
 6 Native Hawaiian or other Pacific Islander
 7 Non-resident alien
 8 American Indian or Alaska Native

To Register by phone: **856-415-2217**



**GLOUCESTER
COUNTY COLLEGE**
Division of Continuing Education
1400 Tanyard Road
Sewell, NJ 08080

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Come have a Blast at Summer Camp Connections 2012 June 25 - August 3

