

VOCATIONAL COURSES

- Auto - British Car Repair
- Auto Mechanics-Basic
- AutoCAD & Blueprint Reading
- Aviation - Airframe & Powerplant
- Career Assessment
- Civil Service Test Preparation
- Environmental & Industrial Safety
- Facilities Maintenance / (Chief Engineer)
- Hands-On Home Improvement
- Heating, Ventilation, Air Conditioning (HVAC) Phase 1
- Weatherization
- Home Inspector - NYS Approved Home Inspector Training
- Horticulture - Basic
- Horticulture – Advanced
- Introduction to Automotive Technology
- Labor Relations & Sexual Harassment in Workplace
- OSHA 30 - Construction
- OSHA 30 - General Industry
- Plumbing
- Refrigerant Recovery - EPA Certification
- Residential Electric
- Residential Electric - Entry Level Employment Training
- Steam Engineering Technology 1
- Steam Engineering Technology 2
- Steam Engineering Technology 4
- Welding - Recreational
- Welding - Employment Training

Full Course Descriptions at www.UpSkill.org



COMPUTER COURSES

- Adobe Photoshop for the Digital Darkroom
- Basic In-Design
- Web Design with Dreamweaver
- Introduction to MS Office
- Intermediate Microsoft Office Suite
- Intermediate Microsoft Word
- Intermediate Microsoft Excel
- Intermediate Microsoft PowerPoint and Publisher
- Intermediate Microsoft Access
- Microsoft Office Specialist Certification



Further Information 716-888-7088 • Register online at www.UpSkill.org

COSMETOLOGY TRAINING

Join Our new Cosmetology Program

- State-of-the-art cosmetology training facility in North Buffalo
- Staffed with a talented and experienced team of instructors
- Retail Salon, Hair, Nail and Skin care
- New classes starting monthly
- Hours from other schools accepted
- Program can be designed to meet your needs
- NYS Cosmetology Exam Prep/Refresher

Open House - Every Tuesday from 3:00 - 6:00 pm

2625 Delaware Avenue, Buffalo, NY 14216
(Delaware Place Plaza)

Only qualified candidates will be accepted.

To learn more about the Cosmetology Program call:

716-871-1029

ALLIED HEALTH

- Heart Saver CPR
- Heart Saver First Aid
- Medical Office Assistant
- Nurse Aide (Certified Nursing Assistant) Training Program



Full Course Descriptions at www.UpSkill.org

LEISURE LEARNING COURSES

- Basic Floral Design
- Conversational Spanish
- Entrepreneurship- Owning Your Own Business
- Introduction to Digital Photography
- Introduction to Digital Photography 2
- Introduction to Interior Design
- Quilting by Hand - Made Easy



Full Course Descriptions at www.UpSkill.org

GED®, MATH, READING & WRITING

GED® Orientation

- Mandatory 1 or 2-day orientation
- Energetic facilitators motivate students
- Review healthy study and learning habits
- Appointment is required

GED® Test Preparation

- Certified instructors prepare students to pass test
- Classes available mornings, afternoons and evenings
- Topics covered include reading, math, writing as well as critical thinking and study skills

GED® Learn at Home Programs

- GED® Study at Home
- GED® Online



LEARN TO SPEAK ENGLISH

ESL English as a Second Language

- Focus on the four main skill areas of English language: speaking, listening, writing and reading
- Students from all countries and all skill levels welcome

TOEFL Test Preparation

- Designed to help higher-level non-native English speakers prepare for Test of English as a Foreign Language

Full Course Descriptions at www.UpSkill.org

ONLINE COURSES

Our online courses are convenient, affordable and effective.

For a listing of all online courses go to www.UpSkill.org.

- Accounting Fundamentals
- A to Z Grant Writing
- Learn to Buy and Sell on eBay
- Effective Business Writing
- Paralegal Certification Program
- Veterinary Assistant
- Explore a Career as a Pharmacy Technician
- Explore a Career in a Dental Office
- Introduction to PC Troubleshooting
- Grammar Refresher

Further Information 716-888-7088 • Register online at www.UpSkill.org

HOW TO REGISTER



By Mail

1. Fill out one (1) registration form for each individual. (Available online)

2. Enclose check or money order. If you wish to use MasterCard or Visa, fill in the card # on your registration.

Forms received without payment will not be processed.

3. Make Checks payable to: Buffalo Public Schools

4. MAIL TO:
Buffalo Adult Learning Center
Attn: Business Office
389 Virginia Street
Buffalo, New York 14201

5. Registrations will be processed in the order they are received.

6. Receipts will be issued first night of class.

7. CASH NOT ACCEPTED for course payment. Please pay with check, money order or credit card. Return check fee of \$25 will be charged.



Online

Register online at
www.UpSkill.org

Mastercard and Visa accepted.



Walk In

Buffalo Adult Learning Center
389 Virginia Street at Elmwood
Buffalo, New York 14201
Monday - Friday
9:00-11:30 am & 1:30-3:30 pm
Monday - Thursday
4:00-6:30 pm
Saturday
9:00-11:30 am

Evening Registration also taken
the first night of class.



Call

Call 716-888-7088
ext. 100 or 111

Download
Registration Forms
Online at
www.UpSkill.org



Hands-on Training



Dedicated Instructors



ADULT LEARNING CENTER

389 Virginia Street
Buffalo, New York 14201
(716) 888-7088
www.UpSkill.org

2013 COURSES



Buffalo Public Schools

ADULT EDUCATION
DIVISION

Go back. And move forward.



Official NYS GED® Testing Center

Workforce Development Training

At no cost GED®, ESL and Computer Classes

Career Training • Earn College Credit

716-888-7088 ext. 100

Register Online at www.UpSkill.org

ALL WNY RESIDENTS
WELCOME