

FALL 2023

# PATHWAYS

Your guide to Continuing Education,  
Economic & Workforce Development

**NEW!**

**Dental Assisting  
Program**

**ENROLL NOW!**

*Page 8*

Add to your  
skills with

**Google**

**BRUNSWICK**  
**COMMUNITY COLLEGE**

6 Auto Technician

6 Marine Engine  
Repair

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17 Classes Gratis de  
Ingles

# Career & College Promise

## TUITION-FREE COLLEGE PROGRAMS!

### Attention High School Juniors & Seniors!

**Career and Technical Education Pathways offer college credits toward entry-level job credentials!**

**Construction/Carpentry**

**Culinary**

**EMT**

**Firefighter Academy**

**Heating & Air Conditioning**

**Machine Technology**

**Masonry**

**Nurse Aide**

**Pharmacy Technician**

**Plumbing**



**Registration is easy as 1, 2, 3!**

1. Meet with your high school counselor to obtain a CCP Authorization Form. Return the form to your counselor when completed and signed.
2. Complete the online BCC Application at [www.brunswickcc.edu](http://www.brunswickcc.edu) then select
  - Admissions & Aid/How to Apply
  - High School
  - Public School
  - #2 (Apply to be a student)
3. Meet with your high school Career Coach to select classes.

**Contact your Career Coach**

**BCC-CCP@brunswickcc.edu or**

**call 910-755-7355 to learn more.**

Brunswick Community College does not discriminate on the basis of race, religion, color, national origin, gender, gender expression, age, political affiliation, genetic information, sexual orientation, or disability.



**BRUNSWICK**  
**COMMUNITY COLLEGE**



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## MISSION STATEMENT

Brunswick Community College provides opportunities for individuals to be successful through accessible, high quality, student-centered programs and services that meet the educational, cultural and workforce needs of a diverse community.

## LOCATIONS

**LELAND CENTER FOR ECONOMIC AND WORKFORCE DEVELOPMENT (LELAND)**  
2045 Enterprise Drive, Leland, NC 28451

**MAIN CAMPUS (MAIN)**  
50 College Road, Bolivia, NC 28422

**SOUTHPORT CENTER (SPC)**  
701 N. Lord Street, Southport, NC 28461

## HOURS

**MONDAY THROUGH THURSDAY**  
8AM - 5PM

**FRIDAY**  
8AM - 3PM



## Course Listing

Brunswick Community College does not discriminate on the basis of race, religion, color, national origin, gender, gender expression, age, political affiliation, genetic information, sexual orientation, or disability.

## INDUSTRY RECOGNIZED CREDENTIALS



National Institute for Metalworking Skills®



*Do you have career experience and credentials in skilled craftsmanship? Have you retired? Would like to share your knowledge?*

Consider becoming a short-term workforce development instructor. Your knowledge and experience can make a difference in the life of someone else. If interested, give us a call at 910-755-7374.

# REGISTRATION INFORMATION

Continuing Education students must submit registration form and payment at least 3 days prior to the start of class unless stated otherwise. Registration forms are available in the Continuing Education, Workforce Development Department and online at [www.brunswickcc.edu](http://www.brunswickcc.edu). Please make checks payable to Brunswick Community College (BCC). If your check is dishonored or returned for any reason, we will electronically debit your account for the amount of the check plus a processing fee of \$25.00.

## A WORD ABOUT WAITING...DON'T WAIT. REGISTER EARLY.

Have you ever signed up for a class only to find it canceled for lack of enrollment? Here are two ways to help keep your selected class on the schedule. Register early - do it today! Each class has a minimum enrollment requirement. Once that number is reached, the class is a go. If you find a class you like, encourage a friend to join you. Sometimes two or three people can make the difference between a Go or Cancel. So, the word about waiting is DON'T! Register NOW!

## MAIL

Brunswick Community College, Continuing Education Registration, 50 College Road, Bolivia, NC 28422

## ONLINE

See page 5 for online registration information.

## WHO MAY REGISTER

Any adult, 18 years of age or older, may register for a course. Individuals 16 to 17 years old may register upon recommendation of the chief administrative school officer and parent/guardian.

## REGISTRATION FEES

A registration fee is charged for most Continuing Education courses. The North Carolina State Board of Community Colleges is responsible for our fee structure for Occupation Extension courses.

1 – 24 hours \$70  
25 – 50 hours \$125  
51 + hours \$180

## REFUND POLICY

Refunds are allowed under the following circumstances:

- A student who officially withdraws, in writing, from an occupational extension class prior to the first class meeting or if a class is canceled shall be eligible for a 100% refund.
- After class begins, 75% shall be refunded at the request of the student if the student officially withdraws, in writing, from the class prior to or at the 10% point of the scheduled hours of the class. Note: This rule is applicable regardless of the number of times the class meets or the number of hours the class is scheduled to meet.
- For contact hour classes, students must withdraw, in writing, within 10 calendar days.
- Self-Supporting classes will refund 75% to the student with an official withdraw from the class prior to the start date. No refunds will be issued after the start date of class.
- If a student, having paid the required registration fee for a semester, dies during that semester (prior to or on the last day of examinations of the course the student was attending), all registration fees for that semester will be refunded to the estate of the deceased.



## Emergency Services Training

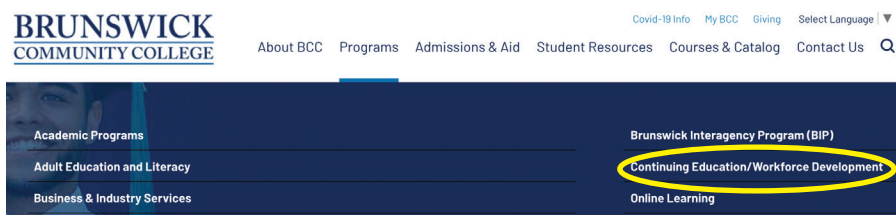
**COMPREHENSIVE, HANDS-ON  
EMERGENCY TRAINING**

**REGISTER NOW!**

# ONLINE REGISTRATION INSTRUCTIONS

**FOLLOW THE STEPS BELOW TO COMPLETE YOUR REGISTRATION AND PAYMENT. (HEALTH COURSES REQUIRE IN-PERSON REGISTRATION)**

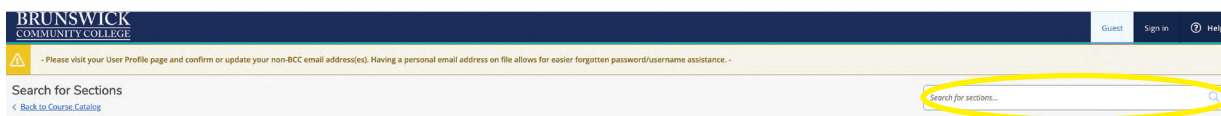
1. Visit **www.brunswickcc.edu**
2. Click **Programs** on the top menu
3. Select and click on **Continuing Education/Workforce Development** from List



4. Scroll Down and Click on **Register Online**.

Register Online ➔

5. **Search** for classes using the box in the upper right corner. Can enter a course code or a keyword.



6. **Select** the class. Review information. Click on **Add Section** to select. Once you have chosen all courses you wish to register for, click on the **Next** button at the top right corner of the page.
7. Register and Pay for Continuing Education classes – **Enter information**. All starred information must be completed in order to register. **Check the certification box** at the end and click **Submit**.
8. Additional Registration Information – **Enter information**. Click **Submit**.
9. Pay for Classes – Review class schedule. **Enter Payment information**. Click **Submit**.

Upon successful completion, you will receive a confirmation email.

If you need additional assistance, please contact 910-755-7320.

To register visit  
**BRUNSWICKCC.EDU**  
or use this QR CODE



# WORKFORCE DEVELOPMENT

## Automotive

### SMALL ENGINE MECHANIC

This course is designed as an introductory course for students to explore basic engine operation principles, ignition systems, fuel systems, compression systems, & small engine maintenance & repair. This course will consist of classroom lessons, lab activities, and structured work time to allow students to use and apply the skills and concepts learned in the class. Class may meet at various locations to enhance hands on learning.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45536	8/14/23	12/13/23	5:30-9:30	M,W	\$202.50	MAIN

### MARINE ENGINE REPAIR

This course covers two and four cycle engines that are used for marine vessel propulsion. Emphasis is placed on design, cooling systems, lubrication systems, and air in-take systems. Upon completion of the program, students should be able to test, troubleshoot, diagnose, and repair marine engine systems.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45534	8/15/23	12/14/23	5:30-8:30	T	\$202.50	MAIN

### AUTO TECHNICIAN

This course provides foundational knowledge of vehicle maintenance and operation leading to employment. Topics will include tire repair, brake repair, engine operation and repair, electrical systems, suspension, steering, alignment, automatic transmission maintenance, manual drive train, axles, heating and air conditioning.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45678	8/14/23	12/13/23	5:30-9:30	M,W	\$222.50	MAIN

### VEHICLE OBD INSPECTION

This course is designed to meet training requirements (initial and/or renewal) for On Board Diagnostics (OBD) Emission Inspection Program administered by NC Division of Motor Vehicles, License and Theft Bureau. Safety Certification is required before your OBD will be awarded. Safety class should be taken before OBD class. Topics covered include an overview of DMV OBD regulations, inspection procedures, and proper use of diagnostic equipment.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45679	9/19/23	9/21/23	6-10	T,TH	\$75	MAIN
45670	10/17/23	10/19/23	6-10	T,TH	\$75	MAIN
45671	11/14/23	11/16/23	6-10	T,TH	\$75	MAIN
45672	12/12/23	12/14/23	6-10	T,TH	\$75	MAIN

### VEHICLE SAFETY INSPECTION

This course is designed to meet the training requirements (initial and renewal) for the Auto Safety Inspection Program, which is administered by the NC Division of Motor Vehicles. This course includes an overview of regulations, inspection procedures, and the proper use of diagnostic equipment. This course should be taken before the OBD Inspection course.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45600	9/12/23	9/14/23	6-10	T,TH	\$75	MAIN
45674	10/10/23	10/12/23	6-10	T,TH	\$75	MAIN
45675	11/7/23	11/9/23	6-10	T,TH	\$75	MAIN
45676	12/5/23	12/7/23	6-10	T,TH	\$75	MAIN

## Beauty and Wellness

### ESTHETICIAN I

Students will focus on learning the foundational skills needed for a successful career in the field of esthetics. Topics will include safety and sanitation practices, facials, hair removal, microdermabrasion, makeup application and chemical peels. Students will learn customer service and receive hands on training in a simulated salon environment under the direct supervision of a licensed instructor. Additional cost for books, kits, and uniforms

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45669	7/11/23	10/12/23	9-3:30	M,T,W	\$182.50	MAIN

### ESTHETICIAN II

Prerequisite: Esthetics Part I. Topics include advanced treatments as well as salon business and employment skills. Students will perform services and receive training in a simulated salon environment under the direction of a licensed instructor. Upon successful completion of this course the students are eligible to sit for NC state board licensure exams. Additional cost for licensure fees

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
44979	7/31/23	12/5/23	5-9:30	M,T,W,TH	\$182.50	MAIN

### MASSAGE THERAPY I

The course provides students with a solid foundation that leads to a high paying career as a licensed massage therapist. The course provides a balance of traditional lecture and hands-on training. Course topics include anatomy and physiology, kinesiology, Swedish massage techniques, and customer service. The course requires books, uniform, and supplies. NEW CLASSES START JAN. 2024.

### MASSAGE THERAPY II

Prerequisite: Massage Therapy I. In the second part of the massage therapy program the coursework continues with instruction in sports and seated massage, business law and ethics as well as hands on training. The students will perform massage services in a simulated massage clinic under the direction of a licensed massage instructor. Upon successful completion of the course students are eligible to sit for the licensure exam administered by FSTMB(MBLEX). Additional cost for books and licensing exam.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45014	7/3/23	11/20/23	8-4:30	F,S	\$182.50	MAIN

**NAIL/MANICURIST**

This one-semester course, offered in English or Spanish will focus on developing manicuring and pedicuring skills. Students will learn through traditional lecture and hands-on clinical training. Topics include safety and sanitation requirements, skills and techniques in artificial nail enhancements, nail art, and customer service. Students learn the latest procedures in a simulated salon environment and gain valuable experience providing clients with a complete range of manicuring and pedicuring services. This course prepares students to sit for the NC state board licensure exams. Additional Fee for kit, books, uniform and licensing exam.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45321	7/10/23	11/2/23	5-10	M,T,W,TH	\$182.50	MAIN

**NATURAL HAIR CARE**

This 300-hour NC State board approved course is designed to teach students how to care for natural hair without the use of chemicals such as perms/relaxers and hair color. The style techniques include braiding, twisting, wrapping, extending and locking natural hair. For more information call (910) 755-7378.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
44311	9/11/23	1/15/24	4:30-9:30	M,T,W,TH	\$182.50	MAIN

**Computer Courses****GOOGLE DIGITAL MARKETING & E-COMMERCE PROFESSIONAL CERTIFICATE**

In this course, students will learn: the fundamentals of digital marketing and e-commerce, how to measure marketing performance through analytics and present insights, how to attract and engage customers through digital marketing channels like search and email, and how to Build e-commerce stores, analyze online performance, and grow customer loyalty.

COURSE	START DATE	END DATE	COST	LOCATION
45708	8/14/23	12/8/23	\$185	ONLINE

**COMPUTER BASICS**

This course is a beginner's hands-on class for those with no computer experience. Students will learn terminology, how to set up e-mail, how to create, save and retrieve a document, and how to use a search engine.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
44838	10/3/23	11/9/23	5-7	T,TH	\$75	MAIN

**Culinary Courses****CULINARY EDGE**

Successful completion of this advanced course will assist students with utilizing modern techniques of food preparation and presentation. The course will focus on sautéing and grilling a variety of food selections. In addition, students will be exposed to the proper use of the four workstations, proper lock-down, clean-up and sanitation procedures. Upon completion of this course, students will be prepared to sit for the American Culinary Federation Exam (CULINARY ARTS COOK) PART II.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45128	8/29/23	12/7/23	9-1	T,TH	\$432.50	MAIN

**CULINARY FOUNDATIONS**

You will gain an understanding of safety and sanitation principles as they relate to the food and culinary industry. You will gain a basic understanding of nutrition principles as they relate to the food and culinary industry. (CULINARY ARTS PREP COOK) PART I.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45749	8/9/23	12/13/23	8-11:30	M,W	\$432.50	MAIN

**CULINARY FOUNDATIONS CCP**

You will gain an understanding of safety and sanitation principles as they relate to the food and culinary industry. You will gain a basic understanding of nutrition principles as they relate to the food and culinary industry. PART I

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45753	8/28/23	12/14/23	12:30-3:30	M,T,W,TH,F	\$432.50	MAIN

**CULINARY BAKING & PASTRIES**

This course will provide students with the necessary skills to bake in a commercial establishment. The Instructor will cover baking techniques, weights and measurements, terminology and calculations. Students will utilize these skills and gain experience baking pies, breads and cakes.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45752	8/1/23	12/14/23	4-7	T,TH	\$432.50	MAIN

**CULINARY FARM TO TABLE**

This class is designed to help you learn how to source, shop, and prepare locally grown and in-season meals. Preparing locally grown and harvested produce and proteins that you can be confident of their journey from seed to plate! Eating locally isn't just good for your health, it builds sustainable food systems for our area. Utilizing our local farms invests in our health and our farmers. Join us in nurturing community relations while preparing delicious food in a professional kitchen setting!

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45705	8/18/23	8/18/23	6-9	F	\$97.50	MAIN

**CULINARY GUMBO**

Chef Ryan McCoy brings a taste of the bayou to Brunswick County, featuring one of New Orleans' most famous dishes: Gumbo. You will learn the Ten Commandments of authentic gumbo- while making a hot pot of the delicious dish yourself!

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45706	9/15/23	9/15/23	6-9	F	\$97.50	MAIN

**CULINARY: INTERNATIONAL CUISINE**

Each evening we will concentrate on Cuisine from a different Country or region of the world. The dishes will concentrate on ingredients based on geography, cultural aspects and historical references.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
44906	11/2/23	11/16/23	6-9	T,TH	\$122.50	MAIN



**CULINARY: ROOT VEGETABLES**

We will demonstrate the preparation of healthful, savory recipes using root vegetables. Participants will learn how to make delicious seasonal vegetables, and then feast on the recipes prepared during class.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
44846	10/20/23	10/20/23	6-9	F	\$97.50	MAIN

**CULINARY: THANKSGIVING SIDES**

Thanksgiving is all about the sides! Come learn new tricks to re-invent your Thanksgiving meal. As an added bonus, feast on the recipes prepared during class.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
44847	11/17/23	11/17/23	6-9	F	\$97.50	MAIN

**CULINARY: WINTER SOUPS**

Come join us and experience fun, hands-on, step-by-step soup preparation of a properly prepared soup. Then feast on the recipes prepared during class.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
44848	12/8/23	12/8/23	6-9	F	\$97.50	MAIN

**Education****EFFECTIVE TEACHER TRAINING**

This course provides training in presentation skills, learning expectations, monitoring student behavior within the scope of your role – in the classroom and transitions, and time management skills needed to support a classroom as a substitute teacher. Upon completion, students should be able to relate content to the roles of substitute teachers in supporting school districts, schools, and students.

COURSE	START DATE	END DATE	COST	LOCATION
45492	7/10/23	7/28/23	\$70	ONLINE
45493	8/21/23	9/8/23	\$70	ONLINE
45496	9/18/23	10/6/23	\$70	ONLINE
45497	11/27/23	12/15/23	\$70	ONLINE

**Healthcare Courses****DENTAL ASSISTING**

This course is designed to teach students the necessary skills to become a Dental Assistant I in the State of N.C. Coursework includes instruction in general studies, biomedical sciences, dental sciences, clinical sciences, and clinical practice. A combination of lecture, laboratory, and clinical experiences provide students with knowledge in infection/hazard control, radiography, dental materials, preventive dentistry, and clinical procedures. Upon completion of the program, students will be eligible to sit for the DANB certification exam, the National Entry Level Dental Assistant (NELDA) to become a certified DA I (Dental Assistant I). Students can perform business management as well as clinical duties within their scope of practice. Course to included Clinicals 8am-5pm last 8 weeks of course.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45724	8/9/23	2/2/24	2-8:30	WTH	\$404.50	MAIN

**HEALTH CARE CAREER FOCUS**

This 7-hour course serves as a pre-requisite for Nurse Aide I, Patient Care Technician, Cardiovascular Technician, and Phlebotomy. Course topics include employment opportunities, resources at Brunswick CC, study skills, and assessment that measures applied math, workplace documents, and graphic literacy.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
44865	7/7/23	7/7/23	8-3:30	F	\$70	MAIN
44869	7/18/23	7/24/23			\$70	ONLINE
44866	8/11/23	8/11/23	8-3:30	F	\$70	MAIN
44867	8/22/23	8/28/23			\$70	ONLINE

**MEDICATION AIDE**

The 26 hr. Medication Aide Training Course has been developed by the Department of Health and Human Services and the North Carolina Board of Nursing to provide an educational experience for certified Nursing Assistants to administer medications in long term care settings. The course is designed to provide class, laboratory practice, and safe medication administration. Following course completion, the student will be eligible to take the N.C. State Board Medication Aide Exam for skilled nursing homes required for listing as a Medication Aide in the state of North Carolina.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
44857	7/12/23	8/2/23	9-4	W	\$125	MAIN

**NURSE AIDE I**

This 192 hr. course consists of classroom lecture, lab skills and a 40 hour clinical experience. The course prepares students to work in skilled nursing facilities, home health, hospice, physician offices, and hospitals. In addition, this courses serves as the prerequisite for the Nursing Program. Upon completion, students are eligible to obtain North Carolina's Nursing Assistant Certification.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
44965	8/15/23	12/14/23	12:15-3:15	M,T,W,TH	\$212	MAIN
44963	8/23/23	11/15/23	8-4:30	M,W	\$212	MAIN
44962	8/28/23	11/20/23	8-4:30	M,W	\$212	LELAND
44961	9/5/23	11/28/23	8-4:30	T,TH	\$212	MAIN

**NURSE AIDE I REFRESHER**

This 48-hour course includes traditional lecture and lab skills that prepare students for North Carolina's NAI exam. The pre-requisite for this course Nurse Aide I. This class cannot serve as a replacement for Nurse Aide I.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
44861	7/13/23	7/28/23	8-4:30	F,S	\$137.50	MAIN
44959	11/11/23	12/9/23	8-4:30	F,S	\$137.50	MAIN



**PHARMACY TECHNICIAN TRAINING**

This 204 hour course covers Federal laws/regulations, conversions/calculations, dosage forms/routes of administration, anatomy and physiology, microbiology, chemistry and CPR class. The course also prepares students for the National Pharmacy Tech Certification Board Examination.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45322	8/16/23	12/14/23	5-9	T,W,TH	\$212	MAIN

**PHLEBOTOMY**

This 216 hour course provides traditional lecture, skills, and clinical experience that prepare students for the proper collection of blood and other specimens associated with diagnostic testing. Successful completion allows students to perform specimen collection procedures on patients in various health care settings. Upon course close, students may seek national certification as a phlebotomy technician.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
44960	8/24/23	11/28/23	8-4:30	T,TH	\$212	MAIN

**Metalworking****MACHINING TECHNOLOGY**

This course introduces students to the growing field of manufacturing and machining. The course content includes machine shop safety, precision measuring, job planning, computer numerically controlled (CNC) lathe operation, drilling techniques, milling operation, surface grinding job layout machine maintenance, and teamwork. This course leads to a variety of industry recognized credentials through the National Institute of Metalworking Skills. The students' project evaluation is conducted by quality inspectors at local manufacturing firms.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45609	8/14/23	12/6/23	5:30-9:30	M,T	\$202.50	MAIN

**WELDING I**

The purpose of this course is to prepare students to make a successful start toward becoming craftsman in the welding trade. Students learn to use gases and/or welding processes and to braze and solder metal parts according to diagrams, blueprints, or written specifications. Students will have the opportunity to receive National Center for Construction Education and Research (NCCER) pocket card as well as OSHA 10-hour pocket card upon successful completion of required exams. Book required. Class is limited to 12 students.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45607	8/14/23	12/6/23	6-10	M,T,W	\$222.50	MAIN

**WELDING II**

This course will begin where Welding I ended. You will receive more in-depth instruction in welding metal with oxyacetylene equipment, using tools to shape and cut metals; braze welding with oxyacetylene equipment, interpreting blueprints, welding metals with shielded metal arc equipment, and understanding welding tests and codes. This is a National Center for Construction Education and Research (NCCER) class. Book required.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45608	8/14/23	12/6/23	6-10	M,T,W	\$222.50	MAIN

**Notary****NOTARY**

Notaries play an important role in preventing fraud and provide a means of validating records, actions, and agreements. They verify the identity of individuals executing documents that transfer valuable property, establish legal rights, and obligations. This course requires students to have the latest edition of the NC Notary text prior to class. Students are also required to submit a copy of their driver's license when registering for the course.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45699	8/18/23	8/15/23	9-5	T	\$70	MAIN
45700	9/19/23	9/19/23	9-4	T	\$70	MAIN
45630	10/10/23	10/10/23	9-5	T	\$70	MAIN
45631	11/14/23	11/14/23	9-5	T	\$70	MAIN
45632	12/5/23	12/5/23	9-5	T	\$70	MAIN

**Trades****BLUEPRINT READING**

This course introduces students to the basic principles of blueprint reading. Course topics include line types, orthographic projections, dimensioning methods, and notes for residential and commercial construction. Upon successful completion, students will interpret blueprints and visualize the features of a part.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
44929	7/22/23	8/26/23	8-4:30	S	\$125	LELAND
44549	9/11/23	10/18/23	6-10	M,W	\$125	LELAND

**CARPENTRY I**

Students will be introduced to the skills needed to become employed as a carpenter in the construction industry. Safety, tools, and carpentry skills, will be taught through a combination of lecture and project-based activities. Students will have the opportunity to obtain the 10-hour OSHA card, and National Center for Construction Education and Research (NCCER) Core certification upon the successful completion of required exams.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45595	8/22/23	12/7/23	5:30-8:30	T,W	\$242.50	MAIN

**CONSTRUCTION PROJECT MGT. BI**

This course will prepare individuals with backgrounds in construction to advance to supervisory or management positions. Such positions may include project manager, superintendent, estimator, foreman and inspector. Topics include preparing and negotiating cost estimates, budgets, and work timetables. Upon completion, students will have an understanding of directing the planning and execution of complex projects, have the ability to implement standardized project management methodologies, cost control, and best practices, as well as using Microsoft Project Management. Students will have the opportunity to earn NCCER credential in Project Management.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45546	9/9/23	12/16/23	8-4:30	S	\$218	LELAND

**ELECTRICAL I RESIDENTIAL**

This course prepares students for an entry-level light construction and basic residential electrical installations. Topics include static electricity, OHMs law, DC circuits, alternating & direct currents, indicators, transformers, capacitors, electronic, safety, green building practices, blueprint reading, and regulatory NEC requirements for residential facilities. The skills acquired prepares the student for immediate employment in the electrical field. Student will also have the opportunity to obtain a 10-hour OSHA safety card, NCCER and Greenlee certifications.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45544	8/7/23	12/8/23	6-10	M,W,TH	\$252.50	LELAND
45725	8/7/23	12/6/23	9-1	M,T,W	\$252.50	LELAND

**ELECTRICAL TECH II COMMERCIAL**

This course provides technical instruction in the following areas: load calculations, conductor selection calculations, practical lighting applications, overcurrent protection, distribution equipment, transformers, voice, data, video, motor controls and calculations. This course will include project-based learning activities that requires students to perform higher level electrical service tasks. Electrical Technician I is the pre-requisite for this course.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45726	8/22/23	11/30/23	6-10	T,W,TH	\$217.50	LELAND

**ELECTRICAL LICENSE RENEWAL**

This course provides important updates that are related to changes found within the national electrical code. Instruction will also address amendments associated with North Carolina's code. Successful completion of this course will meet the continuing education requirements that are mandated by the North Carolina Board of Electrical Contractors.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
44931	7/22/23	7/22/23	8-4:30	S	\$70	BETC
44930	8/26/23	8/26/23	8-4:30	S	\$70	BETC
45552	9/30/23	9/30/23	8-4:30	S	\$70	BETC
45563	10/28/23	10/28/23	8-4:30	S	\$70	BETC
45561	11/18/23	11/18/23	8-4:30	S	\$70	BETC
45569	12/16/23	12/16/23	8-4:30	S	\$70	BETC

**ELECTRICAL LINEWORKER**

This 10-week, 400-hour course will prepare students for employment in the electrical utility industry. This accelerated course will lead to the following industry recognized credentials: 3M, Greenlee, OSHA, Flagger, CPR/First Aid, Pole Top & Bucket Rescue, Forklift Safety, and Competent Person Trenching. Project Based learning, climbing, equipment usage, teamwork, physical conditioning, electrical theory and line repair are core components of this course. Course content aligns with the outcomes defined by the Carolina Energy Workers Consortium. Pre-registration requirements include GED, high school diploma, valid driver's license, and the Department of Transportation physical exam results.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45633	8/21/23	10/30/23	8-4:30	M,T,W,TH,F	\$260	MAIN

**GENERAL CONTRACTOR PREP**

This course will help prepare individuals for NC Building Contractor's Licensure Board Certification exam. Class will emphasize codes, cost estimation, blueprint reading, and construction terms. First class will be oriented to assist you with completing your application to NC Building Contractors Licensure Board. Books required. Book list will be provided on first night of class. Books are estimated \$300 - \$500 For info regarding NC Licensing, go to: [www.ncbhc.org](http://www.ncbhc.org) and [www.contractorseminars.com](http://www.contractorseminars.com)

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45556	8/22/23	11/28/23	6-9	T	\$130	MAIN

**HVAC I**

The purpose of this course is to prepare students to make a successful start toward becoming craftsman in the HVAC field. Course will familiarize student with mechanical codes. Students will have opportunity to obtain National Center for Construction Education and Research (NCCER) pocket card as well as OSHA ten hour pocket card upon successfully completion of required exams. Course work includes lecture, handouts and hands-on experience. Book required.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45532	8/14/23	12/6/23	5:30-9:30	M,T,W	\$272.50	MAIN
45727 (SPANISH)	8/5/23	12/16/23	8-4:30	F,S	\$272.50	MAIN

**HVAC II**

This course is a continuation of Heating and Air Conditioning I. It is designed to provide the student with advanced skills in the subject matter. The course will venture into a more in-depth study of the Heating and Air Conditioning industry. You will have the opportunity to obtain your CFC Certification. The course will better familiarize the student with mechanical codes. Pre-registration required for class. Book required.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45533	8/15/23	12/14/23	5:30-9:30	T,TH	\$202.50	MAIN

**PIPE FITTING I**

This course is designed for welders who want to bring their welding skills to the next level. This class provides instruction on how to properly prepare, cut, and fit pipe sections together per blueprints, take-offs, and job specifications. Students will learn pipe welding fundamentals which include proper fit-up, joint preparation, tacking, and electrode selection.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45623	8/23/23	12/7/23	6-9:30	W,TH	\$232.50	MAIN

**Workforce Development****CONVERSATIONAL SPANISH**

This course is for students who are interested in building their communication skills in Spanish for the workplace or travel. Emphasis is on basic grammar, phonetics, vocabulary acquisition, and sentences used in everyday situations. Upon completion, students should be able to express ideas clearly and engage in basic conversation in Spanish.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45553	8/29/23	10/19/23	6-9	T,TH	\$125	BETC

**HUMAN SERVICE EXPLORATION: DSS**

This course covers skills and strategies designed to provide employability skills training and career exploration for the role of Income Maintenance Caseworker within Division of Social Service agencies. This course is linked to HSE 3220 Income Maintenance Caseworker - NC FAST. Fee waivers may apply.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45599	9/5/23	10/24/23	6-9	T,TH	\$140	MAIN

**VETERINARY ASSISTANT**

This course prepares students for entry-level employment as a Veterinary Assistant. Instruction includes terminology, anatomy, physiology, animal behavior, grooming techniques, specimen collection, emergency care, medical charts, and office management. Students will have the opportunity to earn pet CPR and First Aid.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
44683	8/1/23	12/5/23	6:30-10	T,TH	\$222.50	BETC

**LEAD SAFETY REMOVAL-INITIAL**

This course will prepare students and organizations to meet the EPA's Lead Renovation, Repair and Painting Rule (RRP Rule 40CFR 745225). The learning objectives are based on the safe renovation, repair, and disturbance of lead-based paint in homes and facilities built before 1978. This course includes skills assessment and the required certification for lead safety removal.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45580	8/17/23	8/17/23	8-5:30	TH	\$100	LELAND
45583	12/14/23	12/14/23	8-5:30	TH	\$100	LELAND

**REFRESHER LEAD SAFETY REMOVAL**

This is a 4-hour class for Certified Renovators who wish to maintain their certification active prior to expiration date of their original certification (5 years in NC). Submit a copy of the unexpired certificate at the time of registration.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45582	10/19/23	10/19/23	8-1	TH	\$95	LELAND

**ARTS**

To register visit  
**BRUNSWICKCC.EDU**  
or use this QR CODE

**SEWING**

This course is designed to allow students to begin working at home or local retail stores making or altering clothing. Students will learn the basics from how to cut with a rotary cutter, introduction to the sewing machine, different types of needles, zippers, stabilizers all types of fabrics. They will measure and cut out patterns. Each student will complete a project using the basic sewing machine, Serger and Embroidery machine. Upon completion of the class, students will have an understanding of basic alterations and be able to follow a pattern to make clothes.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45751	8/1/23	11/30/23	2-5	T,TH	\$180	LELAND

# PUBLIC SAFETY TRAINING

Each semester, Brunswick Community College provides comprehensive, hands-on emergency training for the citizens of Brunswick County. Listed below is a sample of some of the courses offered. Please visit [Brunswickcc.edu](http://Brunswickcc.edu) for a full course listing of our training calendar using the QR Codes below.



BCC Public Safety



Public Safety Calendar

## Emergency Medical Services Training

Call (910) 755-7387 for information on EMS training opportunities

### EMERGENCY MEDICAL TECHNICIAN (EMT) INITIAL

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
45352	9/6/23	12/18/23	VARIES	VARIES	\$267.50	MAIN

**EMERGENCY MEDICAL RESPONDER (EMR)** - Scan Public Safety Calendar for dates and times

**ADVANCED EMT (AEMT)** - Scan Public Safety Calendar for dates and times

**PARAMEDIC (AEMT credential is prerequisite)** - Scan Public Safety Calendar for dates and times

## Multi-Disciplinary

### LAND NAVIGATION

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
44542	11/18/23	11/18/23	9-1	S	\$70	MAIN

### SEARCH STRATEGIES

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
44541	9/9/23	9/9/23	9-1	S	\$70	MAIN

**CPR** - Scan Public Safety Calendar for dates and times

## In-Service Law Enforcement Training

### PATROL RIFLE CERTIFICATION

Topics covered include, but are not limited to: nomenclature, assembly, disassembly, cleaning, maintenance, ballistics, best practices regarding proper application and deployment of the weapon system, malfunctions, reloads, and practical use of the weapon system in a real life, dynamic environment from a law enforcement perspective, and legal considerations. Officers will also qualify on the weapon using a qualification course that has been vetted by the NCJA as being one of the only quals in the state that accurately mimics real world conditions and use of the weapon. The class is taught by IBX Tactical, LLC. which is comprised of current NC law enforcement officers with a vast amount of expertise in this subject area. These are seasoned and vetted instructors with real-world experience using and deploying this weapon system in law enforcement environments and encounters.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
TBA						

### DIRECT THREAT ENGAGEMENTS TRAUMA SKILLS

This course is designed to teach emergency treatment of patients, by LEOs, due to weapons trauma.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
TBA						

**DETENTION OFFICE CERTIFICATION COURSE** - Scan Public Safety Calendar for dates and times

**CRISIS INTERVENTION TEAM** - Scan Public Safety Calendar for dates and times

## Firefighter Courses

**FIRE FIGHTER I & II (2019 EDITION)** - Scan Public Safety Calendar for dates and times

**TR GENERAL SERIES** - Scan Public Safety Calendar for dates and times

**NFA INCIDENT SAFETY OFFICER** - Scan Public Safety Calendar for dates and times



# IT'S NEVER TOO LATE TO FINISH HIGH SCHOOL!

## Gateway to Employment and Academic Readiness (GEAR)

Please call 910-755-7358 to learn more about earning your GED® or high school diploma.

**Student Orientation - students may choose to attend AM (9-12:30 PM) or PM (5-8:30 PM) sessions.**

MONTH	START DATE	END DATE	TIME	DAY(S)	LOCATION
JULY	7/11/23	7/13/23	PM	T,W,TH	D-103
	7/18/23	7/20/23	AM	T,W,TH	LELAND CNTR
	7/25/23	7-/27/23	AM	T,W,TH	D103
AUGUST	8/08/23	8/10/23	PM	T,W,TH	D-103
	8/15/23	8/17/23	AM	T,W,TH	LELAND CNTR
	8/22/23	8/24/23	AM	T,W,TH	D103
SEPTEMBER	9/12/23	9/14/23	PM	T,W,TH	D-103
	9/19/23	9-21/23	AM	T,W,TH	LELAND CTR.
	9/26/23	9/28/23	AM	T,W,TH	D-103
OCTOBER	10/03/23	10/05/23	PM	T,W,TH	D-103
	10/10/23	10/12/23	AM	T,W,TH	LELAND CTR.
	10/17/23	10/19/23	AM	T,W,TH	D-103
NOVEMBER	11/07/23	11/09/23	PM	T,W,TH	D-103
	11/14/23	11/16/23	AM	T,W,TH	D-103
	11/28/23	11/30/23	AM	T,W,TH	LELAND CTR.
DECEMBER	12/05/23	12/07/23	PM	T,W,TH	D-103
	12/12/23	12/14/23	AM	T,W,TH	LELAND CTR.
	12/19/23	12/21/23	AM	T,W,TH	D-103



Congratulations to Ms. Benay Huff; one of the G.E.A.R Program's newest graduates. Ms. Huff entered the High School Equivalency Diploma program in early December intent on earning her diploma. For many years, Benay had believed she was too old to go back to school. But after realizing the age diversity of graduates crossing the stage during her own daughter's college graduation, Benay realized it is never too late to pursue one's education. Benay quickly took and passed four out of five HSE exams leaving only Math. She spent several weeks studying for the math portion and finally on April 20, 2023, Benay earned her high school equivalency diploma via the *NC Multiple Pathways to High School Equivalency Program*. This new pathway allows students to earn an HSE Diploma by combining passing HiSET, GED, and TASC scores with credits earned in high school or Adult High School programs. Allowing students to combine work already completed with official testing can speed up the time it takes to graduate. Benay describes returning to school as challenging; especially juggling study time, family responsibilities and being a mom to a 4-year-old. Expect to see her accomplishments continue as she has already enrolled for college classes in the Fall at Brunswick Community College.





# SMALL BUSINESS CENTER

To register for Small Business Center offerings, visit [www.brunswickcc.edu/Programs/Continuing Education/Small Business Center](http://www.brunswickcc.edu/Programs/Continuing Education/Small Business Center) and follow the directions.

## HOW TO START YOUR OWN COMMERCIAL MOWING, LAWN CARE OR LANDSCAPING BUSINESS

Learn step by step tasks and details to start grow; expand a lawn care, commercial mowing and/or landscape business. Start writing a business and marketing plan and get tips and strategies about pricing prospective jobs. Discussions will include listing the many different type of mowing opportunities exist now from fast foods to solar farms, making initial presentations to customers, where and how to advertise, naming your business and web site, surveying, where to find customers. Do's and don'ts for new business owners about how to get chemical application license and sizing crews and equipment will be shared.

COURSE	TIME	DAY(S)	COST	LOCATION
8/15/23	5-7	T	FREE	ONLINE

## BUILDING YOUR BRAND

Your brand is not just a logo. It's the consumer's overall perception of your business. Small businesses often are competing against big brands with devoted customers and unlimited marketing budgets. It's important to find ways to stand out with a solid brand-building process of your own. In this session, you will learn how to create a successful brand that is consistent in communication and experience across many applications

COURSE	TIME	DAY(S)	COST	LOCATION
8/17/23	12-1:30	TH	FREE	ONLINE

## BOOKKEEPING MADE EASY

Get answers to basic bookkeeping questions. New and prospective business owners will learn about accrual and cash basis accounting, what are expenses and revenues, manual and software bookkeeping options, outsourcing, and what your business actually needs when it comes to bookkeeping.

COURSE	TIME	DAY(S)	COST	LOCATION
8/22/23	12-2	T	FREE	ONLINE

## FINDING THE PERFECT PRODUCT - HOW TO FIND MERCHANDISE TO SELL ONLINE

The most asked question I get as an eCommerce guru is "where do you get the stuff you sell online". That's the million-dollar question isn't it? In this fast paced webinar you will learn secrets to sourcing merchandise to sell online in many different ways and learn secrets of Supply & Demand. The instructor will also show you how to research products to find the Best Selling items. and cover Wholesale, Drop Shippers, Foreign Sources, and Liquidation.

COURSE	TIME	DAY(S)	COST	LOCATION
8/22/23	5-7	T	FREE	ONLINE

## BEYOND THE BOOST: GET MORE FROM FACEBOOK FOR YOUR BUSINESS

Your brand is not just a logo. It's the consumer's overall perception of your business. Small businesses often are competing against big brands with devoted customers and unlimited marketing budgets. It's important to find ways to stand out with a solid brand-building process of your own. In this session, you will learn how to create a successful brand that is consistent in communication and experience across many applications. \*Pre-requisites: existing Facebook Business page and working knowledge of social media marketing. Attendees will need access to their computer for the hands-on component. This session is not for beginners.

COURSE	TIME	DAY(S)	COST	LOCATION
8/24/23	12-2	TH	FREE	MAIN CAMPUS

## BASIC INFORMATION ON PERMITTING & GUIDELINES FOR RESTAURANTS & FOOD TRUCKS

Are you thinking about cooking and selling food in a restaurant or via a mobile food unit? If you answered yes, then you should attend this fact-filled seminar. Here you will learn the NC rules governing food establishments, the permitting process and special guidelines for a mobile food unit.

COURSE	TIME	DAY(S)	COST	LOCATION
8/30/23	12-2	W	FREE	LELAND

## USING EXCEL FOR YOUR BUSINESS

Microsoft Excel is an extremely useful management tool for businesses of all sizes that can help you do things like track and record numerical data points such as expenses and income. This online, beginner-level Excel course will make it simple and easy to learn your way around Excel spreadsheet software. Learn how to set up spreadsheets, how to sort and filter information and how to set up formulas to minimize your workload. Get ready to learn some basic tools of Excel that will help you start tackling information for your business and give you better information to make business decisions.

COURSE	TIME	DAY(S)	COST	LOCATION
9/13/23	5-7	W	FREE	ONLINE

To register visit  
**BRUNSWICKCC.EDU**  
or use this QR CODE



**BE FREE FROM DEBT'S HOLD; PREPARE FOR A BUSINESS LOAN**

Have you ever thought of being your own boss and starting a small business? Perhaps you have another dream but your debt is out of control and preventing your dream from becoming a reality. Now is the time to learn how to "Be Free from Debt's Hold". How would you like to pay off all your consumer debt, credit cards, car payments, and loans? How would you like to know the exact month and year you could be out of debt, legally and without a tax liability? In this webinar, you will learn a simple yet effective method to start the process of making yourself debt free! You will also learn about the shams and "quick fixes" that should be avoided and how to properly and legally deal with creditors. Bring a list of your debts with balances and monthly payments and learn how to develop your own debt elimination plan that can be implemented immediately into your lifestyle. You will learn how to control debt, instead of allowing debt to control you! Before you apply for a business loan, consider making that next large purchase or accept a new credit card, take the time to attend this life-changing seminar. Bring a calculator! "The Worse Place You Can Ever Live Is Beyond Your Means!"

COURSE	TIME	DAY(S)	COST	LOCATION
9/14/23	5-7	TH	FREE	ONLINE

**HR 101**

Gain understanding of how the human resources function supports and enhances the value of the organization to employees and managers while protecting the interests of the business. Participants will gain an awareness of the function's value and will feel more comfortable asking questions of and interacting with the human resources function on a regular basis in their organization.

COURSE	TIME	DAY(S)	COST	LOCATION
9/20/23	12-1:30	W	FREE	LELAND

**LOW COST MARKETING TOOLS FOR YOUR SMALL BUSINESS**

Many small business owners are hesitant to develop a marketing plan from the get-go because they fear it will "break the bank." Not necessarily so! In this session, we'll look at free and/or low-cost marketing options that you can put into practice to increase both awareness and growth for your business.

COURSE	TIME	DAY(S)	COST	LOCATION
9/21/23	12-2	TH	FREE	LELAND

**USING PHOTOS AND VIDEOS THE RIGHT WAY FOR MARKETING YOUR BUSINESS**

The saying "a picture (or video...) is worth a thousand words" hits the nail on the head when it comes to marketing your small business. In this session, you'll learn how to best use photos and videos to effectively market your business and connect with your target audience. If you're looking to showcase your products and/or services using imagery, you won't want to miss this training session!

COURSE	TIME	DAY(S)	COST	LOCATION
9/21/23	3-4:30	TH	FREE	LELAND

**COMO INICIAR UN NEGOCIO Y ESCRIBIR UN PLAN DE NEGOCIOS EXITOSO**

Si está planeando iniciar un negocio pero no está seguro sobre su estructura legal o cómo decidir cual sería la mejor para usted, cómo redactar un plan de negocios o no está seguro si necesita un EIN o cómo obtenerlo. ¿Te encuentras preocupado sobre la licencias, permisos y zonificación o entender las diferencias entre un empleado y un contratista independiente? Aquí está el seminario para ti. Dirigido por un contador local y en el idioma Español, este seminario está repleto de información invaluable para dirigirlo por el camino correcto hacia la planificación, el inicio y el mantenimiento de un negocio legal.

COURSE	TIME	DAY(S)	COST	LOCATION
9/26/23	5:30-7	T	FREE	ONLINE

**GET YOUR LOCAL BUSINESS ON GOOGLE SEARCH & MAPS**

Showing up when customers are searching online is more important than ever. Ensure customers can find accurate, updated information about your local business on Google Search and Google Maps, no matter which device they use. In this workshop, you will learn how to create and manage a Google Business Profile from start to finish. In this session we'll show you how to: Create or claim your Google Business Profile, Manage your business info across Google Search and Maps, Use your Business Profile to connect with potential customers

COURSE	TIME	DAY(S)	COST	LOCATION
9/28/23	6-7:30	TH	FREE	ONLINE

**DESIGN A WIX WEBSITE FOR YOUR BUSINESS FOR BEGINNERS PART #1**

Your website is the face of your business online and the perfect way to inform customers of who you are, what you do, and why they should buy from you. In this course we will explore the WIX platform and review website fundamentals. Next, we will cover some do's and don'ts of website development and how website maintenance and hosting works. Finally, participants will set up their WIX accounts and create a practice WIX Website using the WIX ADI Editor.

COURSE	TIME	DAY(S)	COST	LOCATION
10/3/23	5-7	T	FREE	ONLINE

**QUICK BOOKS BASICS**

Learn the basics of what the accounting software system can do for you and how it can be a useful tool for your business. This is a beginner-level workshop, so it will not go into details about set-up or day-to-day operations, but will help give you a good understanding of its functions and be able to determine if it is a good option for your business.

COURSE	TIME	DAY(S)	COST	LOCATION
10/4/23	5-7	W	FREE	ONLINE

**BASIC INFORMATION ON PERMITTING & GUIDELINES FOR RESTAURANTS & FOOD TRUCKS**

Are you thinking about cooking and selling food in a restaurant or via a mobile food unit? If you answered yes, then you should attend this fact-filled seminar. Here you will learn the NC rules governing food establishments, the permitting process and special guidelines for a mobile food unit.

COURSE	TIME	DAY(S)	COST	LOCATION
10/5/23	5-7	TH	FREE	LELAND

**DESIGN A WIX WEBSITE FOR YOUR BUSINESS FOR BEGINNERS PART #2**

Now it's time to get hands on! Students will practice on their practice Website to learn how to conduct several tasks and functions within WIX ADI Editor. We will walk through step by step how to add and change text, pictures, videos, headers, footers, add and delete pages and manage design elements on the template. Students will learn how to streamline content creation and how to make the site easily navigable for their customers. Upon completion, students will be ready to create their own website using WIX ADI. For this course, students will be provided with access to sample logo, sample pictures, a sample video, and sample content to add to the sample website for the exercises. They will also be provided with the WIX online resources and help desk for when they create their websites. This practice session is pivotal to the participants long term success in learning how to update and maintain their websites.

COURSE	TIME	DAY(S)	COST	LOCATION
10/9/23	5-7	M	FREE	ONLINE

**DESIGN A WIX WEBSITE FOR YOUR BUSINESS FOR BEGINNERS PART #3**

What good is a nice website if no one knows about it? In this course, students will learn the basics of how websites are found online (Search Engine Optimization) and how to create Keywords that help their customers find them online. Participants will learn how to set up a Google My Business account and how Social Media Accounts drive business to your website. We will discuss how to utilize tools and analytics to measure who has been visiting the website and where they came from. Next, we will cover the importance of Website Maintenance, and how student can utilize apps to help them streamline it. Lastly, students will utilize a sample template for their business website in WIX to setup SEO using the WIX tools and apps.

COURSE	TIME	DAY(S)	COST	LOCATION
10/10/23	5-7	T	FREE	ONLINE

**CONTABILIDAD BÁSICA**

Obtenga un conocimiento viable de cómo registrar correctamente las transacciones financieras de su negocio. Aprenda los tres informes financieros más importantes y entienda cómo usarlos para tomar las decisiones empresariales mejor informadas. Si eres un nuevo propietario de una empresa o necesitas actualizar los conceptos básicos de la contabilidad, este seminario está diseñado para ti, y será conducido en el idioma Español.

COURSE	TIME	DAY(S)	COST	LOCATION
10/11/23	5:30-7	W	FREE	ONLINE

**HOW TO CREATE A WORDPRESS WEBSITE**

In this session, you'll learn step by step how to build a website on WordPress using Elementor. You'll learn how to purchase a domain name, how to install WordPress, how to set up hosting, and how to build some foundational website pages. Bring username and password to class. While students are free to use alternative WordPress hosting platforms, the instructor will only be teaching using the Flywheel platform for this session. She will not be able to assist with any other hosting services.

COURSE	TIME	DAY(S)	COST	LOCATION
10/12/23	5-7	TH	FREE	ONLINE

**HOW TO MANAGE & UPDATE YOUR WORDPRESS WEBSITE**

Now that your website is up and running, it's time to learn the basic ins and outs of managing and updating your WordPress website. You'll learn the difference between pages and posts, how to optimize your media library and discover components to make your website work better for you. While students are free to use alternative WordPress hosting platforms, the instructor will only be teaching using the Flywheel platform for this session. She will not be able to assist with any other hosting services.

COURSE	TIME	DAY(S)	COST	LOCATION
10/19/23	5-7	TH	FREE	ONLINE

**BUYING OR SELLING A BUSINESS? WHAT YOU SHOULD KNOW**

What are the most important factors to consider when looking at purchasing an existing business? Likewise, if you want to sell your business, do you know the right price, the right prospect, or even how to go about finding a buyer? This seminar looks at this transaction from both sides, giving the buyer and seller the most important things to consider when interested in buying or selling a business.

COURSE	TIME	DAY(S)	COST	LOCATION
10/26/23	12-1:30	TH	FREE	ONLINE

**GENERATING REVENUE & RECOGNITION WITH SPECIAL EVENTS FOR BUSINESS OWNERS**

Some events are for more than just having fun! This Webinar focuses on the marketing and revenue generation aspect of special event planning. We will delve deeper into identifying your target market or ideal event guest. Attendees will learn how to develop sponsorship packages and proposals, fundraising plans, and create add-on event revenue generators. We will also discuss the importance of lead generation and ways to capture information during your event that can be utilized to increase your customer base and marketing reach. Participants will take away from this Webinar creative ways to market their events and to create value for their guests. This is perfect for small business owners, professionals, or non-profit organizations looking to utilize special events to generate revenue, brand their company, or increase customer awareness.

COURSE	TIME	DAY(S)	COST	LOCATION
10/30/23	5:30-7:30	M	FREE	ONLINE

**IDENTIFYING YOUR TARGET MARKET**

Not everyone is your potential customer or client. In this session, we discuss how to identify your target market (aka Avatar) and how to create messages that they connect with and how to reach them where they are.

COURSE	TIME	DAY(S)	COST	LOCATION
11/9/23	5:30-7:30	TH	FREE	ONLINE

**CREATE CONTAGIOUS CONTENT TO BUILD YOUR BUSINESS**

Learn how to create contagious content that engages your audience, increases brand awareness, and drives sales. In this workshop, you'll learn the principles of contagious content, how to identify your target audience, create visually appealing content, and use storytelling to convey your brand's message. You'll leave with a comprehensive understanding of how to create and distribute content that resonates with your audience and grows your small business.

COURSE	TIME	DAY(S)	COST	LOCATION
11/30/23	5:30-7	TH	FREE	ONLINE



**TIKTOK MARKETING FOR BEGINNERS**

This workshop is designed to teach small business owners how to effectively use TikTok to promote their brand, increase engagement, and drive sales. You'll learn how to create content that resonates with your target audience, develop a TikTok marketing strategy that aligns with your business goals, create engaging videos, optimize your profile, utilize TikTok's advertising platform, and measure success. We'll guide you through each step of the process with real-world examples and hands-on exercises. Don't miss out on the opportunity to tap into the power of TikTok for your small business!

COURSE	TIME	DAY(S)	COST	LOCATION
12/7/23	5-7	TH	FREE	ONLINE

**HOW AND WHEN TO TURN YOUR HOBBY INTO A BUSINESS**

Hobbyist, sports lovers, potters, artist, woodworkers, bakers and candy makers want to turn their hobby into a business. Would it not be "just wonderful" to start making real additional income while doing your favorite pass time as a craftsman or craftswoman? This workshop will explore and answer most of the frequently asked questions related to the transition from hobby to business. Subtopics will include determining demand and markets potential, wholesale vs retail options, financial and time resources require, creating business model / plans, Internet opportunities and issues, income and sales tax implications and more.

COURSE	TIME	DAY(S)	COST	LOCATION
12/11/23	5-7	M	FREE	ONLINE

**CÓMO PENSAR COMO UN PRESTAMISTA**

En la presentación "Cómo Pensar Como Prestamista" los participantes aprenderán cómo prepararse para un préstamo comercial, sobre los seis pilares del crédito y cómo los prestamistas evalúan cada pilar en una solicitud de préstamo. El objetivo de la presentación es que los participantes sepan las expectativas que deben tener al presentar una solicitud de préstamo y los pasos que deben tomar con anticipación para fortalecer su solicitud de crédito.

COURSE	TIME	DAY(S)	COST	LOCATION
12/12/23	5:30-7	T	FREE	ONLINE

**HOW TO SELL ONLINE TODAY - DO I NEED AN ONLINE ECOMMERCE PRESENCE?**

We will explore the features of well-known e-commerce sites such as an eBay Store, Shopify website, Amazon.com, and Etsy as well as creating your own website as an online store. Topics covered include: One way to expand your small business is to sell products online, Developing a revenue stream from online sales is an easy way for small businesses to increase their profits, Learn what sites work best to sell your product or service. At the end of this session, you will: Understand why you need to sell online and what are the risks and rewards, the Pros and Cons; Have an understanding of your online store options such as an eBay Store, Amazon web store, Shopify website, Etsy Shop, or your own website; Understand the differences between platforms and determine what is right for your business.

COURSE	TIME	DAY(S)	COST	LOCATION
12/13/23	5-7	W	FREE	ONLINE

# Clases De Inglés Gratis (ESL Free Classes)

5-9 PM en Bolivia

## PROGRAMA PARA ADULTOS EN ESPAÑOL

- Manicurista Tecnico en Uñas
- Cosmetología
- Preparación para el GED - Equivalencia de High School
- Asistente Administrativo
- Office Practice - Conceptos de computación
- Quickbooks
- Cocina (Conceptos básicos, intermedios y avanzados.)
- Electricidad (Residencial, Comercial e Industrial)
- OSHA - Seguridad industrial
- Construcción - Carpintería
- Administración de Proyectos de Construcción
- Lectura de planos
- Aire Acondicionado - NUEVA

Déjanos ayudarte planificar tu futuro.  
Para obtener una cita favor llamar al 910-755-8561  
Hay Oportunidades de becas. ¡Pregunta si Calificas!

## Basic Rider Course SM (BRC)

### BRC MOTORCYCLE COURSE

This Basic Rider Course SM is a 22-hour course and is aimed at beginning riders of all ages. It is also a great course to reintroduce yourself to riding if you are re-entering motorcycle after not riding for a few years. The course consists of classroom and range/riding time. Practical riding skills are developed in a controlled, off-street environment. The course is mandatory for motorcyclists under the age of 18 in the state of NC. Also, participants under the age of 18 must have a release form from both their school and their parent/legal guardian in order to take this course. Participants must attend all sessions fully to get credit for the class. Graduates of the course will receive a waiver card for the NCDMV. This waiver card provides an NCDMV endorsement on your license without having to take the NCDMV riding test. You will still have to pass the NCDMV written exam and vision exam in order to get your full endorsement. Graduates will also receive a completion card. This card could potentially qualify you for discounts on your insurance.

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
43689	7/21/23	7/23/23		F	\$157.00	ONLINE
			8-6	S,SU		MAIN
43690	7/28/23	7/30/23		F	\$157.00	ONLINE
			8-6	S,SU		MAIN
43691	8/11/23	8/13/23		F	\$157.00	ONLINE
			8-6	S,SU		MAIN
43692	8/25/23	8/27/23		F	\$157.00	ONLINE
			8-6	S,SU		MAIN
43693	9/8/23	9/10/23		F	\$157.00	ONLINE
			8-6	S,SU		MAIN
43697	9/22/23	9/24/23		F	\$157.00	ONLINE
			8-6	S,SU		MAIN
43698	10/6/23	10/8/23		F	\$157.00	ONLINE
			8-6	S,SU		MAIN
44335	10/13/23	10/15/23		F	\$157.00	ONLINE
			8-6	S,SU		MAIN
43700	10/20/23	10/22/23		F	\$157.00	ONLINE
			8-6	S,SU		MAIN
43702	11/3/23	11/5/23		F	\$157.00	ONLINE
			8-6	S,SU		MAIN
44336	11/10/23	11/12/23		F	\$157.00	ONLINE
			8-6	S,SU		MAIN
43703	11/17/23	11/19/23		F	\$157.00	ONLINE
			8-6	S,SU		MAIN
43712	12/8/23	12/10/23		F	\$157.00	ONLINE
			8-6	S,SU		MAIN

## Defensive Driving



The Defensive Driving program is made available through BCC and the National Safety and Health Council to train motorists in the principles of defensive driving. Brunswick Community College offers program (4-Hour Defensive Driving (Green School), 8-Hour Attitudinal Dynamics of Driving (Red School) that may minimize or prevent points on your driver's license and insurance. Registration must be done on Campus, and payment is cash only. Citation and Driver's License must be presented when registering.

### 4-HOUR DEFENSIVE DRIVING

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
44673	8/26/23	8/26/23	8-12	SATURDAY	\$60	MAIN
44674	9/5/23	9/5/23	6-10	TUESDAY	\$60	MAIN
44675	9/30/22	9/30/23	8-12	SATURDAY	\$60	MAIN
44676	10/3/23	10/3/23	6-10	TUESDAY	\$60	MAIN
44677	10/28/23	10/28/23	8-12	SATURDAY	\$60	MAIN
44678	11/7/23	11/7/23	6-10	TUESDAY	\$60	MAIN
44679	11/25/23	11/25/23	5-12	SATURDAY	\$60	MAIN
44680	12/5/23	12/5/23	6-10	TUESDAY	\$60	MAIN

### 8-HOUR DEFENSIVE DRIVING

COURSE	START DATE	END DATE	TIME	DAY(S)	COST	LOCATION
44662	8/19/23	8/19/23	7:45-5	SATURDAY	\$110	MAIN
44663	9/16/23	9/16/23	7:45-5	SATURDAY	\$110	MAIN
44664	10/21/23	10/21/23	7:45-5	SATURDAY	\$110	MAIN
44665	11/18/23	11/18/23	7:45-5	SATURDAY	\$110	MAIN
44666	12/9/23	12/9/23	7:45-5	SATURDAY	\$110	MAIN



# AUTO TECHNICIAN

**LOCAL JOBS  
ACCELERATED TRAINING  
VALUABLE CREDENTIALS  
GUARANTEED INTERVIEWS!**

**BTS** **BLACK'S**  
**TIRE**  
& Auto-Service





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# PHARMACY TECHNICIAN

*Learn more on page 9*

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