



CARBON CAREER & TECHNICAL INSTITUTE
ADULT EDUCATION CENTER
 77 West 13th Street, Jim Thorpe, PA 18229
www.carboncti.org

REGISTER NOW for Fall 2011 Classes!
Seating is Limited!

Please note: Dates are subject to change.

| Course | Day | Time | Wks | Start Date | End Date | Cost |
|---|--|--------------------------------|-----|---------------------------|------------|---|
| HEALTH OCCUPATIONS | | | | | | |
| Certified Medical Administrative Assistant/Electronic Health Records Specialist | M-F | 8:30am-3:30pm | 14 | 8/29/2011 | 12/9/2011 | \$4,350 + \$455 text & exam |
| Certified Billing and Coding Specialist | M-F | 8:30am-3:30pm | 6 | 12/12/2011 | 1/27/2012 | \$1,890 + \$650 text & exam |
| Certified Medical Administrative and Billing Assistant | M-F | 8:30am-3:30pm | 18 | 8/29/2011 | 1/27/2012 | \$6,240 + \$1,105 text & exams |
| State Approved Nurse Aide-Day | T-W-Th-F | 8:30am-4:00pm | 7 | 8/30/2011 | 10/24/2011 | \$1,700 + \$250 text, exams, & materials |
| State Approved Nurse Aide-Evening | T & Th Sat. | 5:00pm-9:00pm 8:00am-2:30pm | 12 | 9/6/2011 | 12/3/2011 | \$1,700 + \$250 text, exams, & materials |
| COSMETOLOGY | | | | | | |
| Cosmetology | M-Th | 3:30pm-8:30pm | 35 | Call for more information | | \$11,250 + text & kit |
| Nail Technician | M-Th | 3:30pm-8:30pm | 12 | Call for more information | | \$1,800 + text & kit |
| TRADES AND INDUSTRIAL | | | | | | |
| Air Conditioning/Refrigeration Program | T & Th | 6:00pm-10:00pm | 26 | 9/13/2011 | 3/29/2012 | \$1,800 + text |
| Auto Collision Repair | M & T | 6:00pm-9:00pm | 10 | 9/12/2011 | 11/15/2011 | \$540 + \$225 lab fees |
| Basic Electronics Technician | M & W | 6:15pm-9:15pm | 30 | 9/12/2011 | 5/9/2012 | \$1,595 + \$225 text & materials |
| Basic Oil Burner/Heating Systems Troubleshooting/ Maintenance | W | 6:00pm-9:00pm | 4 | 9/14/2011 | 10/5/2011 | \$110 |
| Basic Residential Plumbing | W | 6:00pm-9:00pm | 4 | 10/12/2011 | 11/2/2011 | \$110 |
| Intro. To AutoCAD Concepts | T | 6:00pm-9:00pm | 12 | 9/13/2011 | 11/29/2011 | \$325 |
| Intro. To Construction Blueprint Reading | T | 6:00pm-9:00pm | 10 | 9/13/2011 | 11/15/2011 | \$275 + \$145 text |
| Basic Precision Machine Technology | M-F | 9:00am-2:00pm | 18 | Call for more information | | \$4,050 + \$100 lab fees |
| Intro. To Precision Machine Skills | T & Th | 6:00pm-9:00pm | 10 | 9/13/2011 | 11/17/2011 | \$550 + \$50 lab fees |
| Forklift Certification | M, T, & W | 6:30pm-9:30pm | 1 | 9/26/2011 | 9/28/2011 | \$135 |
| Forklift Certification | M, T, & W | 6:30pm-9:30pm | 1 | 10/3/2011 | 10/5/2011 | \$135 |
| PENN DOT Vehicle Equipment and Inspection Certification | T | 6:00pm-10:00pm | 6 | 9/13/2011 | 10/18/2011 | Class I-\$170 Class II, III, IV-\$40 test fee |
| Residential Wiring | M | 6:00pm-10:00pm | 6 | 9/12/2011 | 10/17/2011 | \$220 |
| Welding Technology | M,T & Th | 6:00pm-10:00pm | 17 | 9/12/2011 | 1/19/2012 | \$1,800 + \$350 lab fees AWS Certification fees additional |
| COMPUTER PROGRAMS | | | | | | |
| Internet for Beginners | M | 3:45pm-5:45pm | 6 | 9/12/2011 | 10/17/2011 | \$110 |
| Introduction to Computer Repair and Windows | Th | 6:00pm-9:00pm | 6 | 9/15/2011 | 10/20/2011 | \$160 |
| Introduction to Microsoft Powerpoint | T | 6:00pm-8:00pm | 4 | 9/13/2011 | 10/4/2011 | \$85 |
| Introduction to Microsoft Publisher | T | 6:00pm-8:00pm | 4 | 10/11/2011 | 11/1/2011 | \$85 |
| Introduction to Microsoft Word | W | 6:15pm-8:15pm | 6 | 9/14/2011 | 10/19/2011 | \$110 |
| Introduction to Microsoft Excel | W | 6:15pm-8:15pm | 6 | 10/26/2011 | 11/30/2011 | \$110 |
| Photoshop | T | 6:00pm-9:00pm | 8 | 9/13/2011 | 11/1/2011 | \$220 |
| PERSONAL ENRICHMENT AND HOBBY PROGRAMS | | | | | | |
| Drivers Education On-The-Road Training for HS Students | <i>For more information, please call (570) 325-3682 x 1517</i> | | | | | \$295 + \$40 each additional hour |
| GED Preparation | <i>For more information, please call (570) 325-4140</i> | | | | | FREE classes - \$75 for Test |
| Motivation/Leadership | Th | 6:00pm-8:00pm | 3 | 10/27/2011 | 11/10/2011 | \$75 |
| Small Business Workshop | Th | 6:00pm-8:00pm | 2 | 10/13/2011 | 10/20/2011 | \$50 |
| Improve Your Business or Classroom with Web.2.0 Tools | Th | 6:00pm-8:00pm | 4 | 9/15/2011 | 10/6/2011 | \$85 |

INTERESTED IN TEACHING? CALL US WITH YOUR IDEAS FOR A PERSONAL INTEREST OR CAREER RELATED COURSE!

Daycare - Available to children 3 months through age 12 from 6:30am - 5:00pm. Before/after school and summer programs available. Call (570) 325-4230x2214 for more information and availability.

CUSTOMIZED TRAINING PROGRAMS AVAILABLE TO EMPLOYERS - YOUR SITE OR OURS.