

# Just another day at the office

# N

**NORTHEAST TEXAS**  
COMMUNITY COLLEGE



## NTCC's New Fast Track Firefighter Academy

Summer 2015 class July 1st - December 19th

Firefighter I, Firefighter II, HazMat Awareness, HazMat Operations

- Held at Mt. Pleasant Central Fire Station Monday - Thursday evenings and alternating Saturdays
- Flexible payment plans available
- Volunteer firefighters may qualify for HB2604 funds
- Financial Aid assistance for qualified students
- Firefighter I & II are \$610 per course
- HazMat Awareness and HazMat Operations are \$100 per course
- Other program costs: PPE, uniforms, books, and physical

**Call 903-434-8134 today!**  
Seats are still available

e-mail [lyork@ntcc.edu](mailto:lyork@ntcc.edu) • [www.ntcc.edu/continuinged](http://www.ntcc.edu/continuinged)

NTCC is an AA, ADA, Equal Opportunity institution.

# focused

on continuing education



## SUMMER 2015

CONTINUING EDUCATION SCHEDULE

**N** **NORTHEAST TEXAS**  
COMMUNITY COLLEGE  
[ntcc.edu/continuinged](http://ntcc.edu/continuinged)

# summer 2015 schedule

The following list includes all non credit classes being offered at NTCC for the Summer 2015. Please visit our website at [www.ntcc.edu/continuinged](http://www.ntcc.edu/continuinged) for full course information and for new courses that may be added.

## HEALTH SCIENCE

ACLS (ADVANCED CARDIAC LIFE SUPPORT) -UHS 241 - 6/15-16/15

\*CERTIFIED NURSE AIDE UHS - TBA - 6/8-8/13/5 - \$646  
APPLICATION AND PERMISSION REQUIRED BEFORE REGISTERING

CPR FOR HEALTH CARE PROVIDERS - UHS 241 - 5/12/15 COST - \$54

\*COMMUNITY HEALTH ADVOCACY (PATIENT NAVIGATOR) - UHS 154  
6/8 - 7/6/15 COST - \$256  
APPLICATION AND PERMISSION REQUIRED BEFORE REGISTERING

\*COMMUNITY HEALTH WORKER - UHS 154 - 6/9 - 8/13/15  
COST - \$540  
APPLICATION AND PERMISSION REQUIRED BEFORE REGISTERING

\*EMERGENCY MEDICAL RESPONDER - UHS 241 - 5/16 - 7/11/15  
COST - \$285.  
APPLICATION AND PERMISSION REQUIRED BEFORE REGISTERING

MEDICATION AIDE UPDATE - 7/25/15 COST - \$48

\*THE HEALTH SCIENCE PROGRAMS ARE ELIGIBLE FOR TPEG FOR QUALIFIED STUDENTS OR OTHER OPTIONAL PAYMENT PLANS. THESE PROGRAMS REQUIRE AN APPLICATION AND PERMISSION TO REGISTER. PLEASE CONTACT MARANDA WILHITE AT 903-434-8350 OR BY EMAIL AT MWILHITE@NTCC.EDU FOR MORE INFORMATION ON THESE PROGRAMS.

## ONLINE COURSES

BEGINNING KEYBOARDING 6/8 - 7/9/15 COST: \$283  
BUSINESS ENGLISH 7/13 - 8/13/15 COST: \$283

Ed2Go OFFERINGS: 6 WEEK ONLINE COURSES - \$105 PER COURSE  
(INCLUDES BOOKS/COURSE MATERIAL)  
CALL FOR COURSE DATES OR CHECK ONLINE AT [WWW.ED2GO.COM/NTCC](http://WWW.ED2GO.COM/NTCC)

INTRODUCTION TO INDESIGN: JUNE, JULY, AUGUST  
INTRODUCTION TO MICROSOFT PROJECT: JUNE, JULY, AUGUST  
ACCOUNTING FUNDAMENTALS: JUNE, JULY, AUGUST  
ACCOUNTING FUNDAMENTALS II: JUNE, JULY, AUGUST  
BUSINESS FINANCE FOR NON-FINANCE PERSONNEL:  
JUNE, JULY, AUGUST  
CREATING WEB PAGES: JUNE, JULY, AUGUST  
DISCOVER DIGITAL PHOTOGRAPHY: JUNE, JULY, AUGUST  
EFFECTIVE BUSINESS WRITING: JUNE, JULY, AUGUST  
HIGH SPEED PROJECT MANAGEMENT: JUNE, JULY, AUGUST  
INTERMEDIATE MICROSOFT EXCEL 2013: JUNE, JULY, AUGUST

## PERSONAL ENRICHMENT

BEGINNING CAKE DECORATING - NAPLES CENTER - MON - WED  
2:00 - 5:00 PM 6/8-6/10/15 - COST: \$61

FUNDAMENTALS OF RETIREMENT - BT 103 NTCC MAIN CAMPUS  
THURSDAYS - 5/7-5/21/15 - 6:00 - 8:30 PM COST: \$30

STRETCH FOR LIFE - NAPLES CENTER - MON - WED  
8:00 AM - 9:00 AM 6/15 - 7/31/15 COST: \$52

SUPER SAVINGS COUPON CLASS-PITTSBURG CNTR - 6:00-8:00 PM  
COURSE DATES: 5/4/15 - 6/1/15 - 7/6/15 - 8/3/15 COST:\$28/PER COURSE

SMART PHONE AND TABLET BASICS - NTCC MAIN CAMPUS  
6:00 - 8:00 PM 6/22-7/1/15 - COST: \$39

TROUBLESHOOTING YOUR PC, LAPTOP, USING VIRUS PROGRAMS  
NTCC MAIN CAMPUS - 6:00 - 8:00 PM 7/6 - 7/15/15 - - COST: \$39

MOTORCYCLE BASIC RIDER COURSE: NTCC AG CENTER  
2 DAY COURSE - SATURDAY - SUNDAY - 7:30 AM - 5:00 PM COURSE  
DATES:5/9-5/10/15; 5/30 - 5/31/15; 6/13 - 6/14/15. MORE DATES COMING  
FOR JULY AND AUGUST. CONTACT MOTORSPORTS TRAINING CENTER OF TYLER AT  
903-561-8371 TO REGISTER OR [WWW.MOTORSPORTSTC.COM](http://WWW.MOTORSPORTSTC.COM) - COST: \$235

CONCEALED HANDGUN LICENSE - NTCC CRIMINAL JUSTICE CENTER  
SATURDAYS - 8:00 AM - 4:00 PM  
COURSE DATES: 5/9/15; 6/13/15; 7/11/15; 8/8/15 - COST: \$68

HANDGUN SAFETY AND SHOOTING PROFICIENCY - NTCC CRIMINAL JUSTICE  
CENTER - SATURDAYS - 8:00 AM - 12:00 PM  
COURSE DATES: 6/27/15; 7/25/15; 8/22/15 - COST: COST: \$46

BASIC SELF DEFENSE: NTCC MAIN CAMPUS - THURSDAYS 6:00-  
10:00 PM - COURSE DATES: 5/7/15; 6/11/15; 7/9/15; 8/6/15  
COST: \$25

## WORKFORCE COURSES

Beginning Keyboarding - Pittsburg Center - 7/13 - 8/13/15  
COST: \$283

Leadership 101 - 6/16 - 7/21/15 Main Campus - Cost - \$98

\*Fire Academy - July 1st - December 19th - See back cover for  
more information and program details.

## CRIMINAL JUSTICE IN SERVICE COURSES

CRISIS INTERVENTION - UPDATE (TCOLE 3843)	5/5/15	NEW BOSTON
USE OF FORCE INTERM. (TCOLE 2107)	5/6/15	PITTSBURG
SPECIAL INVESTIGATIVE TOPICS (TCOLE 3232)	5/14/15	NEW BOSTON
CIVIL PROCESS LAW (TCOLE 3101)	5/26/15	NTCC
CRIME SCENE INVEST.- INTERM. (TCOLE 2106)	5/26/15	PITTSBURG
USE OF FORCE INTERM. (TCOLE 2107)	5/26/15	MT. VERNON
PATROL PROCEDURES (TCOLE 2045)	6/3/15	NTCC
FEDERAL TRAINING OFFICER (TCOLE 3184)	6/10/15	NTCC
AIDS - PUBLIC SAFETY OFF. (TCOLE 3804)	6/16/15	NEW BOSTON
CIVIL PROCESS LAW (TCOLE 3101)	6/16/15	NEW BOSTON
HUMAN TRAFFICKING (TCOLE 3270)	6/16/15	NTCC
SPECIAL INVESTIGATIVE TOPICS (TCOLE 3232)	6/18/15	NTCC
FAMILY VIOLENCE (TCOLE 3903)	6/23/15	NTCC
PATROL TACTICAL SEMINAR (TCOLE 3396)	6/24/15	NTCC

## CRIMINAL JUSTICE - CONTINUED

AIDS - PUBLIC SAFETY OFF. (TCOLE 3804)	6/26/15	MT VERNON
ARREST, SRCH., SEIZURE - INTERM. (TCOLE 2108)	7/7/15	NEW BOSTON
ASSET FORFEITURE (TCOLE 3255)	7/7/15	NTCC
HUMAN TRAFFICKING (TCOLE 3270)	7/21/15	NTCC
SPANISH FOR LAW ENFORCMENT - INTERM. (TCOLE 2109)	7/22/15	PITTSBURG
BASIC FIREARMS INSTRUCTOR COURSE (TCOLE 2222)	7/27/15	NTCC
SEXUAL ASSAULT (TCOLE 3201)	7/29/15	NEW BOSTON
SPECIAL INVEST. TOPICS (TCOLE 3232)	7/30/15	PITTSBURG
CRISIS INTERVENTION - INTERM. (TCOLE 3841)	8/12/15	NTCC
POLICE DRIVER IMPROVEMENT (TCOLE 2046)	8/12/15	NTCC
USE OF FORCE INTERM. (TCOLE 2107)	8/12/15	NEW BOSTON

For Criminal Justice In-Service course prices, go to [www.ntcc.edu/schedule](http://www.ntcc.edu/schedule) or for more information contact the Continuing Education office at 903-434-8134. NTCC's Continuing Education Department will bill any law enforcement agency for tuition/fees. It is the responsibility of the participant to pay all tuition/fees if the agency refuses to make payment.

Does your agency need a TCOLE course not listed? Contact Mr. Richard Jones at 903-434-8206 or by email [rjones@ntcc.edu](mailto:rjones@ntcc.edu) - or contact Lisa York at 903-434-8187 or by email [lyork@ntcc.edu](mailto:lyork@ntcc.edu).



## Entrance Requirements

Generally, there are no entrance requirements in continuing education courses, except as indicated in certain professional program areas indicated by \*. Such requirements and prerequisites are specified in course descriptions. Formal admission to the college is not currently required.

## Refund Policy for all Continuing Education Courses:

Refunds must be requested through the Continuing Education Office and will be made according to the following schedule:

100% if notification is received prior to the first class meeting.

80% prior to the second class meeting.

NO refund after the second class meeting.

Courses may be postponed or cancelled without notification.

Refunds will be mailed by the college business office. Students should allow two to three weeks for processing.

## Important Facts

Participants must pre-register for each course and make payment arrangements at the time of registration. No exceptions! To register, contact the continuing education office at 903-434-8134, or by email at [continuinged@ntcc.edu](mailto:continuinged@ntcc.edu).

NTCC reserves the right to cancel classes for low enrollment or other unforeseen circumstances. Registered participants will be notified if course is cancelled and will be issued a full refund.

To view updates to the Continuing Education schedule, go to: [www.ntcc.edu/continuinged](http://www.ntcc.edu/continuinged) click on "View Full Schedule"

**N** **NORTHEAST TEXAS**  
**COMMUNITY COLLEGE**

Department of Continuing Education & Corporate Training  
903-434-8134 • [ntcc.edu/continuinged](http://ntcc.edu/continuinged)

NTCC is an ADA, AA, Equal Opportunity Institution