Continuing Education
Workforce Development

FALL 2019

FIND OUT MORE
ABOUT THIRD PARTY
TESTING ON PAGE 11

www.AlvinCollege.edu/cewd
281.756.3787
ACC’s Continuing Education Workforce Development department has developed customized Pipefitting and Welding certificate accelerated programs based on *The National Center for Construction Education and Research, (NCCER)* models and courses. These programs include standardized curricula and assessments that have portable credentials that are tracked through NCCER’s registry and assist employers and craft professionals by maintaining records on a secure database.

**Pipefitting**
Our 160 hour course introduces the basics of Pipefitting while adhering to the standards set forth by the NCCER. Students will receive two NCCER credentials upon completion.
For upcoming courses see [page 18](#).

*Limited Seating. Inquire today!* pipefitter@alvincollege.edu or call 281.756.3661

**Welding**
The Welding Level 2 course offers the student the ability to continue their education by learning multiple forms of welding techniques through one course while gaining NCCER credentials for level 2. These students are also trained in a variety of settings that may be seen on a jobsite.
The 160 hour course introduces basic theory and welding techniques while focusing on NCCER Core and Level 1.
For upcoming courses see [page 19](#).

*Limited Seating. Inquire today!* welding@alvincollege.edu or call 281.756.5711

[www.alvincollege.edu/cewd/industrialtraining](http://www.alvincollege.edu/cewd/industrialtraining)
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# Directory

## ACC Continuing Education Workforce Development – 281.756.3787

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Follow us on Instagram! @acc_cewd

Like us on Facebook! @AlvinCommunityCollegeCEWD

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Continuing Education Workforce Development (CEWD) provides workforce training for individuals as well as opportunities for industry partnerships. Our innovative partnerships with business and industry allow the college to be a part of shaping the future of the community and local businesses. We offer workforce training programs that incorporate new technology to give students the edge they need to further or begin their career in a number of fields including health care, professional services, industrial arts and more. In addition to workforce training, we offer Alvin and the surrounding communities the opportunity to be life-long learners in Continuing Education through our community programs.

Certificate Programs
Certificate programs are offered each semester for careers in high demand and are subject to change.

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<td>NCCER Pipe Fitting</td>
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Community Programs
The Community Programs include courses for personal and professional advancement designed to broaden an individual’s cultural, personal, professional, and recreational interests. Course offerings are revised and new courses are added continuously to reflect changing community needs and interests. Additionally, Continuing Education Workforce Development includes education and training that supports personal objectives. See page 25 & 26 on our variety of community course offerings.

Computer and Software Training
Our services are designed to meet the customized training needs of area businesses and individuals. Program offerings include basic, intermediate and advanced courses in Microsoft Office, the Internet and other software. Training for companies is customized to meet specific needs.

Customized & Corporate Training
Customized training programs work with business, industry, governmental and non-profit agencies to deliver timely, cost effective, quality, and performance-based training. Professional trainers conduct short-term training to accommodate identified needs. Customized training includes: computer training, technical training, employee growth programs and continuous process improvement. Visit with our Continuing Education Workforce Development team to learn more about our training opportunities.

We offer customized workshops and training courses on more than 300 topics for local business employee training.
Registration is ongoing throughout the year for continuing education courses. Register early to ensure your place in the course and avoid a $25 late fee per course. ACC requires a minimum number of students to be enrolled for a course to be held.

Register In-Person

Alvin Campus, H Building Room 103
3110 Mustang Road
Alvin, TX 77511
281.756.3787

Register Online

Online registration is available for select Continuing Education Workforce Development programs.

If you do not have a WebACCESS login:

- From ACC home page click Continuing Ed/Career Training.
- Select Register Online/WebACCESS.
- Choose the Topic Code and Location in drop-down menus for the class which you are registering.
- Select the Course Session for which you are registering by clicking on the white box in the select column. Click Submit at the bottom of the page.
- On the Personal Identification page, fill out all of the fields that are indicated with a star with the student's information.

If you have a WebACCESS login:

- Log into WebACCESS.
- Select Continuing Education (do not select “Student,” that is for credit classes).
- Select Register and Pay for Continuing Education Classes.
- Choose the Topic Code and Location in drop-down menus for the course which you are registering.
- Select the Course Session for which you are registering by clicking on the white box in the select column. Click Submit at the bottom of the page.

Important: When entering information on the Personal Identification screen, ALL the information must be the student's. Using a parent/spouse's Social Security Number in place of a student's will cause record damage with the college's Registrar. Please note on the top of that screen the message regarding address and/or phone number changes; if you are a returning student and your address/numbers/e-mail have changed within the last 3 months you must contact our office in order for us to have updated information. Entering the new information on the Personal Identification screen will not over-ride the old information in our student database. It is important that our office has current student information in case of course cancellations or changes. Call the CEWD office at 281.756.3787.

Services for Students with Disabilities

Voice 281.756.3531 | TDD 281.756.3845

ACC complies with ADA and 504 Federal guidelines by affording equal access to individuals who are seeking an education. Students who have a disability and would like classroom accommodations must register with the Office of Disability Services, 281.756.3533. Instructors are not able to provide accommodations until the proper process has been followed.
General Information
Some courses require the purchase of special books or equipment. Books and supplies are not included in the tuition cost unless indicated. Supply lists are provided at the first class meeting. Books and supplies are usually available in the College Store. For College Store hours, call 281.756.3681.

Texas residents who live within the boundaries of the ACC tax district are classified as in-district (IN) for ACC courses. TX residents residing outside the ACC tax district will have a $20.00 OD fee on all CEWD courses as indicated in the schedule. In addition, a student service fee will apply to all certificate programs per semester (listed on page 6). Students registering after a class has started will be charged a $25.00 late fee per course.

Business Hours/Holidays: Fall Semester

Business Hours:
Monday - Friday 8:00 AM - 5:00 PM

Holidays:
September 2 Labor Day
November 27-29 Thanksgiving Holidays
December 18 - January 2 Winter Break

Admission to Classes/Attendance
Only registered students may attend class. To avoid disruption of classroom instruction, children of enrolled students may not attend classes or related activities. If student’s name is not on the roster, a paid course receipt is required. In case of emergencies, students may be contacted through the Campus Police Office at 281.756.3700.

Cancellation of a Scheduled Class
The College will cancel a course that lacks sufficient enrollment five working days prior to the class start date or three working days for one-day classes. When a course is cancelled, every effort is made to notify all registered students promptly; ACC’s preferred method of communication is via e-mail. A full refund is processed automatically. Refund checks will be mailed to students within three weeks of cancellation of a class. No cash refunds will be given. Avoid cancellations by registering early.

Grading System
The final grade given in most CEWD courses follows the standard letter grading system with the exceptions of S meaning successful completion and N meaning not successful. Some courses require other grading systems to satisfy federal, state or other regulatory requirements. A Certificate of Completion will be provided if the student has successfully completed the course. There is a $7.50 fee for each additional or replacement certificate request.

Transcripts
All transcript requests must be made in writing to Continuing Education Workforce Development. Official transcripts will be placed in a sealed envelope. If requested, an official transcript can be forwarded to another institution or agency if the correct address and point of contact is provided by the student. There is a $7.50 fee for each official transcript request.
CEWD Refund Policy
A 100% refund, less a $20.00 service fee per course, will be given if the student submits a written, signed request for a refund no later than five working days prior to the course starting. Refunds will not be issued within the five working days before first class meeting unless class is cancelled by CEWD. In this event, 100% of the tuition and fees will be refunded. Allow three weeks for checks to be mailed. This policy applies to all CEWD courses unless otherwise stated. Course tuition/fees are not transferable from one course to another or from one student to another.

CEWD Credit (overlay) Refund Policy - refer to the Credit Schedule for refund information or call 281.756.3787.

Enrollment/Program Costs
Tuition and fees must be paid in full at the time of registration. Cash, VISA, MasterCard, American Express and Discover are accepted. A minimum number of students are required for each course. Tuition and fees are based on program costs, instruction, registration, equipment, building use, student services and residency status.

Tuition
Tuition is based upon residency status on file. ACC may change tuition rates and other charges without notice when so directed by the Board of Regents.

Fees

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<thead>
<tr>
<th>Fee</th>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Background Check</strong></td>
<td>Pay for criminal background checks for programs leading to state or federal licensing.</td>
<td>$15.00 one time fee</td>
</tr>
<tr>
<td><strong>Capital Equipment Replacement/New Program Development Fee</strong></td>
<td>Acquire new equipment, replace existing equipment, and develop new CEWD programs.</td>
<td>$0.50 per contact hour</td>
</tr>
<tr>
<td><strong>Malpractice Insurance Fee</strong></td>
<td>To pay for insurance for programs requiring a clinical or external learning experience.</td>
<td>$20.00 one time fee</td>
</tr>
<tr>
<td><strong>Matriculation Fee</strong></td>
<td>Pay for expenses associated with the CEWD graduation ceremony. Includes paying for graduates robes, tassel, stole, graduation speaker, floral arrangements, decorations, mailings and agenda.</td>
<td>$0.07 per contact hour</td>
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<tr>
<td><strong>Student Activity Fee</strong></td>
<td>Allows for CEWD students to have a Student ID and provides for full participation in all Student Activity sponsored events.</td>
<td>$0.01 per contact hour</td>
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<tr>
<td><strong>Technical Course Fee</strong></td>
<td>To update curriculum, modify instructional space, purchase equipment, etc. for WECM courses.</td>
<td>$0.07 per contact hour</td>
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<tr>
<td><strong>Technology Fee</strong></td>
<td>To update and replace existing instructional technology (labs, instructors teach stations, classroom projection equipment for WECM courses/programs, STRIVE related programs, and GED programs.</td>
<td>$0.15 per contact hour</td>
</tr>
<tr>
<td><strong>Training and Development Fee</strong></td>
<td>Pay for professional development and training for CEWD faculty and staff.</td>
<td>$0.07 per contact hour</td>
</tr>
</tbody>
</table>

ACC is Tobacco Free!

The 100% tobacco free campus policy demonstrates Alvin Community College’s commitment to creating a healthy and sustainable environment for all students, faculty and visitors. As an institution of higher education, ACC believes that health is an essential key to promoting a better learning environment. Being a tobacco free campus helps ACC achieve its mission. Go to ACC’s Smoking Cessation page for more information.

www.alvincollege.edu/Smoking-Cessation
Available Student Services
A student service fee will be added, per semester, to courses with 12 hours or more. This enables students to take advantage of the following:

- Computer Lab - Call 281.756.3544
- Fitness Center - Call 281.756.3691
- Library/Learning lab - Call 281.756.3559
- Student Activities - Call 281.756.3686

In order to use the available services, CEWD students must bring a paid course receipt to obtain a student ID card from Student Activities in Building E. The student services fee is included with tuition and paid at time of registration.

Parking Permit
1. Apply online at http://www.alvincollege.edu/Campus-Police/Parking-Permit. Information needed: driver’s license number, license plate number, and make/model of vehicle.
2. Permits will be available within 48 business hours of application and can be obtained at Campus Police Office in H132.

Code of Conduct
The Alvin Community College Student Code of Conduct (Student Handbook and ACC Administrative Procedures Manual, Sections 8.08, 8.09, 8.10, 8.11, and 8.12) applies to all non-credit students.

Disclaimer Notice
The courses in this schedule will be taught as listed, provided there is sufficient enrollment in each section to justify the course offering. The College will cancel a course that lacks sufficient enrollment five working days prior to the course start date. The schedule of time, room and instructor reflect the intention of the College at the time the schedule is published. These are subject to change and their listing in the schedule is not an assurance to students that they will be taught exactly as listed.

Non-Discrimination Policy
Alvin Community College exists to improve the lives of its constituents by providing affordable, accessible, high quality and innovative academic, technical and cultural educational opportunities for the diverse communities it serves.
Do you own a small business?

You may be eligible to receive funds from the Texas Workforce Commission to train your employees.

Through the Texas Workforce Commission (TWC) Skills for Small Business program, up to $2 million from the Skills Development Fund is dedicated to the backbone of the Texas business community - our small employers. Small businesses now can apply to TWC for training offered by Alvin Community College. TWC processes the applications and works with the college to fund the specific courses selected by businesses for their employees.

This exceptional opportunity is in conjunction with the Governor’s Small Business Forums. It supports businesses with fewer than 100 employees, and emphasizes training for new workers. It has the additional ability to upgrade the skills of incumbent workers.

For more information, contact TWC Workforce Business Services staff at 877.463.1777 or Skills@twc.state.tx.us

ACC offers training solutions to businesses and organizations on virtually any topic. We work with all sizes of companies, government and community organizations, and we welcome the opportunity to work with your organization.

Our training solutions range from offering courses, seminars and workshops, to creating custom-designed corporate trainings tailored to meet your needs.

These solutions include delivering the training at a location best suited to meet your needs. We can meet at your site within our service area, or one of our locations at a time that is convenient for you.

We currently have programs in the following areas and will tailor to meet each organization's specific needs:

- Adobe Acrobat and Photoshop
- Business Leadership
- Call Center Training
- Computer Basics
- Computer Training
- Customer Service Training
- How to Blog and Podcast
- Human Resources
- Intuit QuickBooks
- Leadership Skills
- LEAN Training
- Marketing
- Medical Coding & Billing
- Microsoft Office Applications
- Safety in the Workplace
- Spanish Quickbooks

For more information on ACC corporate training call 281.756.3787
Frequently asked questions:

Are CEWD programs and courses eligible for tax form 1098-T?
No, they are not. CEWD courses are not eligible for tax deduction.

What does IN and OD tuition stand for?
IN means in-district tuition and OD means out-of-district tuition. See page 4, General Information, for what determines your residency.

What is the difference between CEWD and credit?
CEWD classes give you fast track options and hands on training students need to obtain skills in the workplace. A college application, transcripts or college entrance exams are not required to enroll in CEWD programs. Students may only take classes specific to the trade you are registering for. Unlike credit classes, CEWD courses are non-transferrable from one college to another. Upon completion of a CEWD program, students will earn a Certificate of Completion or a state certification. Credit programs are geared for a two year degree or transfer of credit to another college or university.

Financial Aid

Continuing Education Workforce Development programs and classes do not qualify for Federal Pell Grants and are not 1098-T form eligible.

Texas Public Education Grant (TPEG)
Limited funds are available to assist with tuition payment for persons who qualify. Books and fees are not included. This grant does not require repayment and is applicable only for vocational courses with tuition over $1000. Stop by the Continuing Education Office, in Building H, Room 103 for an authorization form.

The Workforce Innovation and Opportunity Act (WIOA)
Currently our CNC Machinist, Pipefitting and Welding programs are eligible for the WIOA scholarship through Workforce Solutions. Individuals qualify based on unemployment, underemployment or financial need. Other restrictions apply. For more information, visit the Workforce Solutions website at www.wrksolutions.com.

Hazlewood Act
The Hazlewood Act is a State of Texas benefit that provides qualified Veterans, spouses, and dependent children with an education benefit of up to 150 hours of tuition exemption, at public institutions of higher education in Texas. This does NOT include living expenses, books, or supply fees. For more information, visit www.tvc.texas.gov/education/hazlewood-act.

VA Funding
CDL Truck Driving, Dental Assistant, Pipefitting and Welding programs are approved Chapter 33, Chapter 30, Chapter 1606, Chapter 1607, Chapter 35 and Chapter 31 VA funds. VA students must maintain Cumulative GPA of 2.0 and meet the progression standards of the program they are enrolled. For information, call 281.756.3530 or email veterans@alvincollege.edu.

Alternative Student Loans
Alternative student loans, also known as private student loans, are specialized college student loans designed to provide supplemental funding to cover costs associated with college. Search online for “student loans” provided by banks or other institutions that are not federally funded.

Grant Funding
Occasionally, various grants are available to qualified individuals that will cover a portion or all of the costs of approved courses. Each grant varies, call 281.756.3787 to find out more information.
## Business and Technical Programs

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<th>WIOA</th>
<th>VA</th>
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</table>

For more information about Financial Aid, please call CEWD at 281-756-3787

This schedule represents fees and tuition rates for the FALL 2019 Semester based upon residency status on file. ACC may change tuition rates and other charges without notice when so directed by the Board of Regents.
Commercial Truck Driving License (CDL)

CDL Class “A” Training
This 160 hour Truck Driving course prepares students for entry level employment in the industry. This course provides classroom instruction with emphasis on rules, regulations, and techniques. Behind-the-wheel driving range activities, on public street and highway driving are also included. Opportunities are available for students to meet with recruiters from the trucking industry. Students are able to take Commercial Driver License written and driving examinations at the Department of Public Safety as a class activity. Upon successful course completion and obtaining the CDL, students will receive a certificate of completion.

REREQUISITES: Must be 18 years old with a valid Texas Drivers License. Must pass Department of Transportation (DOT) physical and drug screen and acquire the Class ‘A’ CDL Driving Permit from the Texas Department of Public Safety (DPS) office prior to attending class.

Course No. Date(s) Time Day Room Instructor
CECVOP 1013 AC01 09/03/19 - 09/30/19 07:00AM - 05:30PM MTWTH H119 J Munk
CECVOP 1013 AC02 10/01/19 - 10/28/19 07:00AM - 05:30PM MTWTH H119 J Munk
CECVOP 1013 AC03 11/04/19 - 12/03/19 07:00AM - 05:30PM MTWTH H119 J Munk
Fee(s): Tuition IN $3800.00 Tuition OD $3820.00 Other Fees $143.20

GED Prep

GED Comprehensive Preparation
This GED Comprehensive Preparation class readies the student to take and pass the GED test. Instruction focuses on the four (4) content areas of the GED test: reading/writing, science, social studies, and mathematics with major emphasis on reading/writing and math portions. Textbook and TI-30XS MultiView calculator required. STUDENTS UNDER THE AGE OF 18 WILL NOT be able to do online registration as they must meet certain criteria prior to registration. Call the GED office at 281.756.3787 for details.

Course No. Date(s) Time Day Room Instructor
CEADED 0020 AC01 09/09/19 - 10/21/19 09:00AM - 12:00PM MTWTH H131 Ford
CEADED 0020 AC02 10/28/19 - 12/11/19 09:00AM - 12:00PM MTWTH H131 Ford
Fee(s): Tuition IN $256.00 Tuition OD $276.00 Other Fees $64.00

STUDENTS UNDER 18 YEARS OF AGE
GED classes are available to 17-year-old students as well as 16-year-olds who are court-ordered. Before being allowed to attend class, underage students and a parent or legal guardian must meet with the program coordinator and agree to certain classroom rules before attending class. Call 281.756.3787 to set up an appointment.
Activity Director

Fundamentals and Administrative Skills for Activity Professionals I
This course is designed to understand the role of the activity professional in long term Health Care Facilities and provide an overview of the history, regulations, diagnostitc groups, assessment processes, activity programming, communications, advocacy, ethics, service delivery and volunteer management. The program has been designed so that the student will focus directly on the classroom course work for the first 9 weeks. Once the student completes the classroom portion of the course, they will continue with their 96 hours Fieldwork Experience (CEGERS 1060) for the remaining 7 weeks. All students are offered optional live chats and classroom forum. Once these courses are completed, the student is eligible to apply and take the certification to be qualified as an activity director with the National Certification Council for Activity Professionals (NCCAP) and/or Consortium of Therapeutic Recreation/Activities Certification (CTRAC-Texas certifying body). You MUST be enrolled in both GERS 1004 and GERS 1060 at the same time.

Course No.                Date(s)                       Time          Day        Room        Instructor
CEGERS 1004 01 09/09/19 - 01/16/20 TBA TBA TBA L Davis
CEGERS 1004 02 10/07/19 - 02/20/20 TBA TBA TBA L Davis
CEGERS 1004 03 11/04/19 - 03/19/20 TBA TBA TBA L Davis
Fee(s): Tuition IN $500.00         Tuition OD $520.00           Other Fees $21.12

Clinical: Activity Professional I
This course is a health-related work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. The students may complete their Practicum/fieldwork under one of the following professional: 1. CTRAC (Consortium of Therapeutic Recreation/Activity Professional) 2. NCCAP (National Certification Council of Activity Professional) 3. NCTRC (National Council of Therapeutic Recreation Certificate) 4. Qualified Activity Director with at least 5 years or more experience or 5. The administrator of the facility. NOTE: TAAP (Texas Association for Activity Professionals) is NOT an approved affiliation for this course. This course involves 96 hours of fieldwork experience beginning week 10 through week 16. You MUST concurrently enroll in both GERS 1004 and GERS 1060.

Course No.                Date(s)                       Time          Day        Room        Instructor
CEGERS 1060 01 09/09/19 - 01/16/20 TBA TBA TBA L Davis
CEGERS 1060 02 10/07/19 - 02/20/20 TBA TBA TBA L Davis
CEGERS 1060 03 11/04/19 - 03/19/20 TBA TBA TBA L Davis
Fee(s): Tuition IN $500.00         Tuition OD $520.00           Other Fees $41.12

Nurse Aide for Health Care
Preparation for entry level nursing assistants to achieve a level of knowledge, skills, and abilities essential to provide basic care to residents of long-term and acute care facilities. Topics include residents' rights, communication, safety, observation, reporting and assisting residents in maintaining basic comfort and safety. Emphasis on effective interaction with members of the health care team. PREREQUISITES: Must complete the CEWD Healthcare Application to enroll.

Course No.                Date(s)                    Time   Day  Room Instructor
CENURA 1001 AC01 09/09/19 - 10/08/19 08:00AM - 12:00PM MTWTH H108 D Ives
CENURA 1001 AC02 10/10/19 - 11/08/19 08:00AM - 12:00PM MTWTH H108 D Ives
CENURA 1001 AC03 11/11/19 - 12/17/19 08:00AM - 12:00PM MTWTH H108 D Ives
Fee(s): Tuition IN $790.00         Tuition OD $810.00           Other Fees $81.64

Certified Nursing Assistant - CNA

To begin, download the application found here

www.alvincollege.edu/CEWD/Healthcare

12
Nurse Aide for Health Care - Clinical
Clinical bedside care of long-term residents and/or acute care patients to promote the continuity of care for Certified Nursing Assistants. Prerequisite: CPR/BLS for Healthcare Providers certified prior to first clinical date. Corequisites: Concurrently enrolled in corresponding sections for CENURA-1001.

<table>
<thead>
<tr>
<th>Course No.</th>
<th>Date(s)</th>
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<th>Room</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>CENURA 1060 AC01</td>
<td>09/13/19 - 10/04/19</td>
<td>07:00AM - 05:30PM</td>
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<td>TBA</td>
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<tr>
<td>CENURA 1060 AC02</td>
<td>10/18/19 - 11/06/19</td>
<td>07:00AM - 05:30PM</td>
<td>F</td>
<td>TBA</td>
<td>D Ives</td>
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<tr>
<td>CENURA 1060 AC03</td>
<td>11/15/19 - 12/12/19</td>
<td>07:00AM - 05:30PM</td>
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</table>

Fee(s): Tuition IN $425.00 Tuition OD $445.00 Other Fees $28.80

Clinical Medical Assistant

CMA Procedures
Students will learn how to assist with routine and specialty office examinations. Students will learn the skills needed in the clinical medical assisting profession including, patient rooming, vital signs, collecting and testing specimens, EKG, first aid, proper techniques and safety concepts when administering oral and injectable medications and the daily operations of the medical office. Must enroll simultaneously in CEMDCA 1013 Medical Terminology online course. Must pass both CEMDCA 1017 and CEMDCA 1013 with a grade of 75 or higher to enroll in CEMDCA 1060 (Externship course). MUST complete the CEWD Healthcare Application. MUST be 18 years of age to enroll. Maximum 2 class absences.

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<thead>
<tr>
<th>Course No.</th>
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<th>Instructor</th>
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<tbody>
<tr>
<td>CEMDCA 1017 AC01</td>
<td>08/19/19 - 12/09/19</td>
<td>06:00PM - 09:00PM</td>
<td>MT</td>
<td>H108</td>
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Fee(s): Tuition IN $1500.00 Tuition OD $1520.00 Other Fees $102.52

Medical Terminology
Medical Terminology is an online course, that will include the study and practical application of a medical vocabulary system. This course will also cover essential anatomy to give the student a better understanding of the terminology they are learning. It will include body systems, structure, recognition, analysis, definition, spelling, pronunciation, medical terms from prefixes, suffixes, roots and combining forms. This course is a level one course in both the Clinical Medical Assistant and Medical Office Billing & Coding Programs.

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<tr>
<th>Course No.</th>
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<th>Instructor</th>
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<tr>
<td>CEMDCA 1013 IN01</td>
<td>08/21/19 - 12/11/19</td>
<td>TBA</td>
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<td>C Jones</td>
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Fee(s): Tuition IN $600.00 Tuition OD $620.00 Other Fees $10.56

CPR/BLS
This training provides the Healthcare Professional with the knowledge and skills to perform CPR with the use of AED and BVM for infant, child and adult patients. All instructors are experienced in pre-hospital and hospital emergency care. Meets American Heart Association for Healthcare Provider requirements. Textbook strongly recommended for review prior to course especially for first time students. Suggest the student pack snacks or a lunch. Arrive on time. Students registered in this course will not be permitted late into the classroom.

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<tr>
<th>Course No.</th>
<th>Date(s)</th>
<th>Time</th>
<th>Day</th>
<th>Room</th>
<th>Instructor</th>
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<tr>
<td>CEEMSP 1019 AC01</td>
<td>09/14/19</td>
<td>09:00AM - 03:00PM</td>
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<td>H112</td>
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<tr>
<td>CEEMSP 1019 AC02</td>
<td>10/12/19</td>
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<td>CEEMSP 1019 AC03</td>
<td>11/09/19</td>
<td>09:00AM - 03:00PM</td>
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<td>T Kappes</td>
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<tr>
<td>CEEMSP 1019 AC04</td>
<td>12/19/19</td>
<td>09:00AM - 03:00PM</td>
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Fee(s): Tuition $87.78 Other Fees $5.22
Dental Assistant

Chairside Assisting
An introduction to pre-clinical chairside assisting procedures, instrumentation, infection and hazard control protocol, and equipment safety and maintenance. The Chairside Assisting course prepares dental assistant students to chart oral cavity structures, dental pathology and restorations, and to assist a dentist with basic dental procedures including examinations, pain control, amalgam restorations, and cosmetic restorations. Students will develop the ability to educate patients about preventive dentistry, brushing, and flossing techniques and dental procedures using lay terminology. This is a first section course for the Dental Assistant Program. Prerequisites: A completed ACC CEWD Healthcare Application, orientation meeting and background check is required for admission and registration. TEXTBOOK REQUIRED.

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<tr>
<th>Course No.</th>
<th>Date(s)</th>
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<th>Room</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>CEDNTA 1015 22</td>
<td>09/04/19 - 10/25/19</td>
<td>09:00AM - 01:00PM</td>
<td>WF</td>
<td>H116</td>
<td>M Abraham</td>
</tr>
<tr>
<td>Fee(s): Tuition IN $715.00</td>
<td>Tuition OD $735.00</td>
<td>Other Fees $55.68</td>
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Dental Health Safety
The Dental Health Safety and Emergency Management course prepares dental assistant students to respond proactively to dental emergencies; to control infection; prevent disease; adhere to OSHA Standards; and safely manage hazardous materials. Students address maintenance of emergency kits, and will learn to take patient's vital signs and collect patient medical/dental histories. This is a first section course in the Dental Assistant Program. Prerequisites: A completed ACC CEWD Healthcare Application, orientation meeting and background check is required for admission and registration.

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<th>Course No.</th>
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<th>Room</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>CEDNTA 1013 22</td>
<td>09/03/19 - 10/24/19</td>
<td>09:00AM - 01:00PM</td>
<td>TTH</td>
<td>H116</td>
<td>M Abraham</td>
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<tr>
<td>Fee(s): Tuition IN $715.00</td>
<td>Tuition OD $735.00</td>
<td>Other Fees $70.68</td>
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Dental Science & General Anatomy
The Dental Science and General Anatomy course presents the study of dental terminology, morphology, histology, and oral embryology. Students learn the basic structure and function of human anatomy with special emphasis on the head and neck. It prepares dental assistant students to apply fundamentals of general and dental anatomy to informed decision-making, and for professional communication with colleagues and patients. This is a first section course in the Dental Assistant Program. Prerequisites: A completed ACC CEWD Healthcare Application, orientation meeting and background check is required for admission and registration. TEXTBOOK REQUIRED.

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<th>Course No.</th>
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<tbody>
<tr>
<td>CEDNTA 1011 22</td>
<td>09/03/19 - 10/24/19</td>
<td>01:30PM - 04:30PM</td>
<td>TTH</td>
<td>H116</td>
<td>F Elkins</td>
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<tr>
<td>Fee(s): Tuition IN $565.00</td>
<td>Tuition OD $585.00</td>
<td>Other Fees $47.76</td>
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DID YOU KNOW? Many of the Health Care Training programs can be completed in less than year.

Call 281.756.3787 for more information

Professionalism in the Dental Office
The Professionalism course prepares dental assistant students for professional success in a dental practice or in another dental health care environment. It is a pre-requisite course prior to the clinical visits. Students develop professional appearance and image, while learning life skills for their personal management. The course instructs on the lessons of working within ethical guidelines and legal frameworks, in preparation for entering the dental workforce. Dental assistant students will develop and customize their resumes; learn the importance of job search; and lay out an on-going professional development plan. **This is a second section course in the Dental Assistant Program. Current enrollment in the Dental Assistant Program is necessary for registration.**

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<tr>
<th>Course No.</th>
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<th>Room</th>
<th>Instructor</th>
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<tr>
<td>CEDNTA 1002 22</td>
<td>11/05/19 - 01/23/20</td>
<td>09:00AM - 12:00PM</td>
<td>TTH</td>
<td>H116</td>
<td>M Abraham</td>
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<tr>
<td>Fee(s): Tuition IN $55.00</td>
<td>Tuition OD $575.00</td>
<td>Other Fees $41.76</td>
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### Dental Radiology

The Dental Radiography course prepares dental assisting students to operate x-ray units and expose bitewing, periapical, extra oral, and occlusal radiographs. Emphasis is placed on protection against x-ray hazards. Students also process, mount, and evaluate radiographs for diagnostic value. The history of radiology theory will be presented including physics, radiation protection, and the operation of radiographic equipment, darkroom procedures, and exposure techniques. Specific safety and universal/standard precautions for the radiology lab will be practiced. **This is a second level course for the ongoing Dental Assistant Program. Current enrollment in the Dental Assistant Program is necessary for registration.**

**TEXTBOOK REQUIRED.**

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<tr>
<th>Course No.</th>
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<th>Time</th>
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<th>Room</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>CEDNTA 1005 22</td>
<td>11/05/19 - 01/23/20</td>
<td>01:00PM - 04:00PM</td>
<td>TTH</td>
<td>H116</td>
<td>M Abraham</td>
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<tr>
<td>Fee(s): Tuition IN $575.00</td>
<td>Tuition OD $595.00</td>
<td>Other Fees $47.76</td>
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### Intermediate Dental Assisting

The intermediate dental assisting course prepares dental assistant students to handle and prepare dental materials such as liners, bases, cements, amalgam, resin restorative materials, gypsum products, and impression materials. Students will develop the necessary skills to utilize these materials. They will also learn to take alginate impressions and clean removable appliances. An in-depth study of assisting techniques with emphasis on four-handed dentistry, utilization of tray set-ups for specific procedures. **This is a second course for the ongoing Dental Assistant Program. Current enrollment OR successful completion in the Dental Assisting first level courses is necessary for enrollment.**

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<tr>
<th>Course No.</th>
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<th>Time</th>
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<tr>
<td>CEDNTA 1042 22</td>
<td>11/06/19 - 01/24/20</td>
<td>09:00AM - 12:00PM</td>
<td>WF</td>
<td>H116</td>
<td>M Abraham</td>
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<tr>
<td>Fee(s): Tuition IN $595.00</td>
<td>Tuition OD $615.00</td>
<td>Other Fees $41.76</td>
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### Medication Administration for Nurse Aide

This course is Texas Department of Aging and Disability (DADS) approved and gives instruction in preparation and administration of designated medications by non-licensed nursing personnel employed in licensed health care agencies including responsibilities associated with such administration. Certified Nurse Aides MUST be employed in a Medicare/Medicaid skilled nursing facility, Mental Health Mental Retardation (MHMR) facility, correctional institution, or licensed personal care facility on the first day of class and maintain employment during the course. PRIOR to beginning the training program, the student must obtain a criminal history report from the Department of Public Safety and verify there has not been a conviction of a criminal offense listed in THSC Chapter 250. An employability check using both the EMR and NAR will be conducted by the coordinator to verify that the student is not listed as unemployable and does not have a revoked or suspended permit status in their CNA licensing. A HS diploma or GED is required to enroll. Textbooks are required. OTHER: Criminal history from DPS; Licensing review of EMR and NAR.

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<tr>
<th>Course No.</th>
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<th>Room</th>
<th>Instructor</th>
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<tbody>
<tr>
<td>CENURA 1013 0219</td>
<td>08/12/19 - 12/11/19</td>
<td>01:00PM - 04:00PM</td>
<td>MTW</td>
<td>H108</td>
<td>D Ives</td>
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<tr>
<td>Fee(s): Tuition IN $1500.00</td>
<td>Tuition OD $1520.00</td>
<td>Other Fees $134.76</td>
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Medication Administration Annual Update

Medication Aide Update for Nurse Aide
This course fulfills the annual education renewal requirements for the Certified Medication Aide. Topics include review and update of medication aide training rules, medication administration and related responsibilities. Registration must be completed 3 days before class is offered. Texas Department of Aging and Disability Services recommend taking the Medication Aide Update class 90 days prior to permit expiration. Must be CNA on Texas Registry. Admittance into the class without Course Receipt will not be permitted if student’s name does not appear on class roster. Absolutely No Exceptions. TARDINESS IS NOT ACCEPTABLE.

Fee(s): Tuition IN $92.91 Tuition OD $112.91 Other Fees $6.09

Medical Office Billing and Coding

Medical Terminology
Medical Terminology is an online course, that will include the study and practical application of a medical vocabulary system. This course will also cover essential anatomy to give the student a better understanding of the terminology they are learning. It will include body systems, structure, recognition, analysis, definition, spelling, pronunciation, medical terms from prefixes, suffixes, roots and combining forms. This course is a level one course in both the Clinical Medical Assistant and Medical Office Billing & Coding Programs.

Fee(s): Tuition IN $600.00 Tuition OD $620.00 Other Fees $10.56

Medical Insurance
Survey of medical insurance including the life cycle of various claim forms, terminology, patient relations, and legal and ethical issues. Must enroll concurrently in CEMDCA 1013 (Medical Terminology). Must pass CEMDCA 1013 and CEPOFM 1027 with a grade of 75 to continue in program. TEXTBOOK REQUIRED.

Phlebotomy Technician Program

Phlebotomy
Skill development in the performance of a variety of blood collection methods using proper techniques and universal precautions. Includes vacuum collection devices, syringes, capillary skin puncture, butterfly needles and blood culture, and specimen collection on adults, children, and infants. Emphasis on infection prevention, proper patient identification, labeling of specimens and quality assurance, specimen handling, processing, and accessioning. Topics include professionalism, ethics, and medical terminology. There will be eight (8) designated on-campus dates meeting on Wednesday evenings from 6:00PM - 8:30PM: 9/11, 9/18, 9/25, 10/2, 10/23, 11/13/ 12/4 and 12/11/19. This class must be taken concurrently with corresponding CEPLAB 1060 Phlebotomy-Clinical. TEXTBOOK REQUIRED. PREREQUISITE: Completion of the ACC CEWD Healthcare application is needed to enroll in the program.

Fee(s): Tuition IN $800.00 Tuition OD $820.00 Other Fees $87.52
Phlebotomy-Clinical
A health-related, work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. A completed ACC CEWD Healthcare Application must be completed and turned in with registration for this class. This class must be taken concurrently with corresponding CEPLAB 1023 Phlebotomy.

Course No. | Date(s)       | Time | Day | Room | Instructor
---|----------------|------|-----|------|--------
CEPLAB 1060 AC01 | 09/11/19 - 12/11/19 | TBA  | TBA | TBA  | P Calbillo
CEPLAB 1060 AC02 | 09/11/19 - 12/11/19 | TBA  | TBA | TBA  | P Calbillo

Fee(s): Tuition IN $810.00  Tuition OD $830.00  Other Fees $57.00

Veterinary Assistant

Veterinary Assistant Technology
This course is to prepare you for the duties of a veterinary assistant. Outcomes of the course will be in treatment techniques for domestic animals, feeding and watering animals, sterilizing lab and surgical equipment, providing post-operative care, administration of medications, preparation of samples for lab examinations, x-rays procedures, identify breeds of animals, basic care, sanitation, public and/or client relations, and identify ethical and legal issues working closely with Veterinarians and Veterinary Technicians. TEXTBOOK REQUIRED. Completion or concurrent enrollment of CEVTHT 1060 is needed to complete the Veterinary Assistant Program. Completion of the ACC CEWD Healthcare application is needed to enroll in the program.

Course No. | Date(s)       | Time | Day | Room | Instructor
---|----------------|------|-----|------|--------
CEVTHT 1001 012 | 09/09/19 - 12/04/19 | 08:00AM - 12:00PM | MW  | H125 | K Whitmire
CEVTHT 1001 013 | 09/09/19 - 12/04/19 | 05:30PM - 09:30PM | MW  | H125 | K Whitmire

Fee(s): Tuition IN $865.00  Tuition OD $885.00  Other Fees $102.52

Veterinary Assistant Clinical
This second course in the Veterinary Assistant Program is a work-based learning experience that enables the student to apply specialized occupational theory, skills, and concepts. Direct supervision is provided by the clinical professional. Outcomes of the course will be applying the techniques learned in CEVTHT 1001, utilizing skills with interactions within basic care, sanitation, public and/or client relations; and identify ethical and legal issues working closely with Veterinarians and Veterinary Technicians. You will have hours of shelter time along with hours demonstrating knowledge of legal and ethical behavior, safety practices, interpersonal and teamwork skills, and appropriate written and verbal communication skills using the terminology of the veterinary occupation and industry. Completion or concurrent enrollment in CEVTHT 1001 is needed to complete the Veterinary Assistant Program. Completion of the ACC CEWD Healthcare application is needed to enroll in the program.

Course No. | Date(s)       | Time | Day | Room | Instructor
---|----------------|------|-----|------|--------
CEVTHT 1060 012 | 09/10/19 - 12/10/19 | 08:00AM - 05:10PM | T   | TBA  | K Whitmire
CEVTHT 1060 013 | 09/13/19 - 12/13/19 | 08:00AM - 05:10PM | F   | TBA  | K Whitmire

Fee(s): Tuition IN $990.00  Tuition OD $1010.00  Other Fees $100.64

4-Day Review & Test Course for TVMA Certified Veterinary Assistant 1

Deadline to Register | First week of January 2020
Course Dates | February 3, 5, 10, & 12, 2020 | 6:00PM - 9:00PM

For more information, call 281.756.3787 or email CEWD@alvincollege.edu
CNC Machinist

Advanced CNC (E2B Immersion)
CNC operations with an emphasis on programming and operations of machining and turning centers. This course is designed to simulate a real shop environment in all aspects including: CAD design and code development using computer software set-up and operation of Haas CNC lathes and mills as well as manual lathes and mills: fixture design and development; inspection and quality control.

Course No. Date(s) Time Day Room Instructor
CEMCHN 2035 AC01 08/21/19 - 12/12/19 06:00PM - 10:00PM WTH D117 K Wert

Fee(s): Tuition IN $2558.00 Tuition OD $2578.00 Other Fees $110.40

Pipefitting

Pipefitting - Level 1
NCCER Core
Recognize and evaluate hazards in the workplace and implement control measures including engineering, administrative and personal protective equipment. NCCER Core Curriculum explains the importance of safety in the construction and industrial crafts. Trainees will learn how to identify and follow safe work practices and procedures and how to properly inspect and use safety equipment. Trainees will be able to describe the safety practices associated with elevated work; energy release; and various hazards encountered on job sites. Students are awarded with NCCER’s Construction Site Safety Orientation credential upon successful completion.

Course No. Date(s) Time Day Room Instructor
CEOSHT 1015 ACP20 08/28/19 - 10/30/19 06:00PM - 10:00PM W D117 N Pander
CEOSHT 1015 ACP21 09/09/19 - 09/16/19 08:00AM - 04:30PM MTWTH D249 P Cotharn

Fee(s): Tuition IN $440.80 Tuition OD $460.80 Other Fees $34.80

NCCER Pipefitting Level 1
This course covers mathematical operations necessary to calculate laying lengths of pipe fittings for fabrication. Identification and use of hand tools and power tools. Identification of pipe, pipe fittings, flanges and fasteners used in the trade. Also includes scaffold safety, motorized equipment, and underground pipe installation.

Course No. Date(s) Time Day Room Instructor
CEPFPB 1008 ACP20 08/26/19 - 12/17/19 06:00PM - 10:00PM MT D249 J Osteen
CEPFPB 1008 ACP21 09/17/19 - 10/10/19 08:00AM - 04:30PM MTWTH D249 P Cotharn

Fee(s): Tuition IN $1514.00 Tuition OD $1534.00 Other Fees $110.40

Pipefitting - Level 2
NCCER Pipefitting Level 2
Continuation of Pipe Fabrication, Rigging, Pipe Hangers and supports, blueprint reading, standards and specifications and trade math. Follows NCCER Level 2 curriculum. This course assists the student in preparing for the Pipefitter Journeyman test. Follows NCCER Level 2 curriculum.

Course No. Date(s) Time Day Room Instructor
CEPFPB 1043 AC01 08/28/19 - 12/12/19 06:00PM - 10:00PM WTH D249 J Osteen
CEPFPB 1043 AC01 10/14/19 - 11/06/19 08:00AM - 04:30PM MTWTH D249 P Cotharn

Fee(s): Tuition IN $1514.00 Tuition OD $1534.00 Other Fees $110.40
Pipefitting - Level 3

NCCER Pipefitting Level 3
Follows NCCER Level 2 Curriculum. A continuation of Pipefitting including the following topics: Rigging Equipment & Practices, Standards and Specifications, Advanced Trade math, Motorized Equipment II, Above ground Pipe Installation, Field Routing and Vessel Trim, Pipe Hangers and Supports, and Testing Piping Systems and Equipment. This course assists the student in preparing for the Pipefitter Journeyman test.

Course No. Date(s) Time Day Room Instructor
CEPPFB 2032 ACP04 11/07/19 - 12/11/19 08:00AM - 04:30PM MTWTH D249 P Cotharn
Fee(s): Tuition IN $1514.00 Tuition OD $1534.00 Other Fees $110.40

Structural Welding - 320 Hour Program

NCCER Core
Recognize and evaluate hazards in the workplace and implement control measures including engineering, administrative and personal protective equipment. NCCER Core Curriculum explains the importance of safety in the construction and industrial crafts. Trainees will learn how to identify and follow safe work practices and procedures and how to properly inspect and use safety equipment. Trainees will be able to describe the safety practices associated with elevated work; energy release; and various hazards encountered on job sites. Students are awarded with NCCER's Construction Site Safety Orientation credential upon successful completion. Class 1 of 4 that make up ACC's Pipefitting Program.

Course No. Date(s) Time Day Room Instructor
CEOSHT 1015 AC04 09/09/19 - 09/16/19 08:00AM - 04:30PM MTWTH D124 M Mejia
Fee(s): Tuition IN  $440.80 Tuition OD $460.80 Other Fees $34.80

Torch Cutting for NCCER Welding Level 1
An introduction to oxy-fuel and arc welding and cutting practice and procedures. Represents modules associated with torch cutting from NCCER Welding Level 1. Class 2 of 4 that make up ACC's Structural Welding Program.

Course No. Date(s) Time Day Room Instructor
CEWLDG 1015 AC04 09/17/19 - 09/24/19 08:00AM - 04:30PM MTWTH D124 M Mejia
Fee(s): Tuition IN  $580.80 Tuition OD $600.80 Other Fees $42.80

Introduction to SMAW for NCCER Welding Level 1
This course covers basic maintenance and structural welding techniques and applications associated with SMAW (Shielded Metal Arc Welding). Course follows modules found in NCCER Welding Level 1. Class 3 of 4 that make up ACC's Level 1 Structural Welding Program.

Course No. Date(s) Time Day Room Instructor
CEWLDG 1028 AC04 09/25/19 - 10/21/19 08:00AM - 04:30PM MTWTH D124 M Mejia
Fee(s): Tuition IN $1539.50 Tuition OD $1159.50 Other Fees $104.40

Intermediate SMAW for NCCER Welding Level 1
This course covers manipulative skills in welding techniques, applications, and theory. This course covers intermediate structural welding techniques and applications associated with SMAW (Shielded Metal Arc Welding). Course follows modules found in NCCER Welding Level 1. Class 4 of 4 that makes up ACC's Level 1 Structural Welding Program.

Course No. Date(s) Time Day Room Instructor
CEWLDG 1043 AC04 10/22/19 - 11/14/19 08:00AM - 04:30PM MTWTH D124 M Mejia
Fee(s): Tuition IN $1503.38 Tuition OD $1523.38 Other Fees $104.40

Intro to CNC Machining
A FREE TRY BEFORE YOU BUY WORKSHOP

See page 25 for more details
**Intro to GMAW**

This course covers the principles of Gas Metal Arc Welding, setup and use of GMAW equipment and safe use of tools/equipment. Instruction in various positions and joint designs. Course follows modules found in NCCER Welding Level 2 - Class 1 of 3 that make up NCER Level 2. This course can be taken separately from the Level 2 program for individuals wanting to learn MIG welding only. Students taking the class separately from the Level 2 program will not receive full NCCER credentials.

**Intro to Flux Core**

An overview of terminology, safety procedures, and equipment set-up. Practice in performing various joints using FLUX Cored ARC Welding (FCAW) equipment. This course covers the principles of FLUX Cored ARC Welding, setup and use of FCAW equipment and safe use of tools/equipment. Instruction in various positions and joint designs. Course follows modules found in NCCER Welding Level 2. Class 2 of 3 that make up NCER Level 2. This course can be taken separately from the Level 2 program for individuals wanting to learn Flux Core welding only. Students taking the class separately from the Level 2 Program will not receive full NCCER credentials.

**Intro to GTAW**

This course covers the principles of Gas Tungsten ARC Welding, setup and use of GTAW equipment, and safe use of tools/equipment. Instruction in various positions and joint designs. Course follows modules found in NCCER Welding Level 2. Class 3 of 3 that make up NCER Level 2. This course can be taken separately from the Level 2 program for individuals wanting to learn TIG Welding only. Students taking the class separately from the Level 2 Program will not receive full NCCER Credentials.

**NCCER Level 3 Welding**

**Intermediate Pipe Welding for NCCER Level 3**

A comprehensive course on the welding of pipe using the shielded metal ARC welding (SMAW) and/or processes. Welds will be done using various positions. Topics covered include electrode selection, equipment setup and safe shop practices. Designed to assist student to obtain the ‘Combo Certification’ Part 1/2

**Advanced Pipe Welding for NCCER Level 3**

Advanced topics involving welding of pipe using the ARC process and S.M.A.W. process. This course is to include electrode selection, equipment setup and safe shop practices. Emphasis on weld positions 5G and 6G using various electrodes. Part 2/2
Structural Welding Level 1A
Topics address recently identified current events, skills knowledge, and/or attitudes and behaviors pertinent to the technology or occupation and relevant to the professional development of the student. This course was designed to be repeated multiple times to improve student proficiency. Completes the following modules associated with NCCER welding level 1: 29101-09, 29105-09, 29106-09, 29107-09, 29108-09 and 29109-09. Class 1A is one of 3 classes that must be taken in order for the student to receive full NCCER Level 1 credentials.

<table>
<thead>
<tr>
<th>Course No.</th>
<th>Date(s)</th>
<th>Time</th>
<th>Day</th>
<th>Room</th>
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<td>CEWLDG 1091 ACW03</td>
<td>08/26/19 - 12/17/19</td>
<td>06:00PM - 10:00PM</td>
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<td>D124</td>
<td>TBA</td>
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<tr>
<td>Fee(s): Tuition IN $1514.00</td>
<td>Tuition OD $1534.00</td>
<td>Other Fees $110.40</td>
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</table>

Structural Welding Level 2A “GMAW & FCAW”
Instruction using layout tools and blueprint reading with demonstration and guided practices with some of the following welding processes: gas metal arc welding (GMAW), flux-cored arc welding (FCAW). Completes the following modules associated with NCCER welding Level 2: 29201-15, 229202-15, 29203-15, 29204-15, 29205-15, 29209-15, 29210-15. Class 2A is one of the 2 classes that must be taken in order for the student to receive full NCCER Level 2 credentials upon successful completion.

<table>
<thead>
<tr>
<th>Course No.</th>
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<td>CEWLDG 2013 ACW01</td>
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<td>Tuition OD $1534.00</td>
<td>Other Fees $110.40</td>
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Pipe Welding Level 3A “GMAW & FCAW”
Advanced principles of welding with emphasis on special processes and special needs of students. The course focuses on gas metal arc welding (GMAW) and flux-cored arc welding (FCAW) on pipe. Completes the following modules associated with NCCER welding Level 3: 29302-16 & 29303-16.

<table>
<thead>
<tr>
<th>Course No.</th>
<th>Date(s)</th>
<th>Time</th>
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<th>Room</th>
<th>Instructor</th>
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<td>CEWLDG 2044 ACW01</td>
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<td>D124</td>
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<tr>
<td>Fee(s): Tuition IN $1514.00</td>
<td>Tuition OD $1534.00</td>
<td>Other Fees $110.40</td>
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</table>

Welding
Classes begin August 26
Call for more information 281.756.3787
License to Carry

This course is designed for persons desiring qualification to obtain a permit to carry a handgun. Course topics meet the requirements of the State of Texas. State law requires applicants pass a written test and demonstration of proficiency with the handgun. Necessary training materials and equipment are provided. Students may use personal handguns with instructor's approval. Minimum age: 21 years. Student should register a minimum of 5 days in advance of the course date. Tuition/fees include target and ammunition. After successful completion of license class, student will complete the online license application and mail required documents along with the required fee for the license to Texas Department of Public Safety. THIS IS NOT A CLASS FOR SOMEONE WHO DOES NOT KNOW HOW TO SAFELY OPERATE AND FIRE A HANDGUN. It is recommended a student bring own handgun (unloaded) to class as student is more familiar with using their own equipment.

Course No. Date(s) Time Day Room Instructor
CEHGUN 0601 AC01 09/07/19 08:00AM - 02:00PM S N111 G Phillips
CEHGUN 0601 AC02 10/05/19 08:00AM - 02:00PM S N111 G Phillips
CEHGUN 0601 AC03 11/02/19 08:00AM - 02:00PM S N111 G Phillips
CEHGUN 0601 AC03 12/07/19 08:00AM - 02:00PM S N111 G Phillips

Fee(s): Tuition $69.62 Other Fees $6.38

Motorcycle Safety

The class includes classroom instruction and hands-on, in-the-seat training in the use of controls and parts, smooth starts and stops, shifting gears, braking, turning, and evasive maneuvers.

Register Online:
- Go to www.alvincollege.edu
- From top of page select: Continuing Ed/ Career Training
- From the drop down menu, select: Register Online/Web Access

Call 281-756-3787 for more information

Motorcycle Safety

This course provides hands-on training of motorcycle controls; introduces proven techniques for the safe operation of a motorcycle and presents the proper use of protective gear. Students will learn smooth starts and stops, shifting gears, braking, turning, and evasive maneuvers. Successful completion of the class required the student be present for every session (Tardiness is Not Acceptable) and pass both a written test and a skill evaluation on the motorcycle. Training motorcycles and helmets are provided. Proper protective gear is required to participate: helmet, eye protection, long sleeves, long pants, full-fingered gloves, and over-the-ankle footwear. Students must have a valid driver license or learners permit to participate. The class meets the state license requirements.

Course No. Date(s) Time Day Room Instructor
CEMCSE 1000 001 09/14/19 - 09/15/19 07:30AM - 04:30PM SSU H124 C Harris
CEMCSE 1000 002 09/28/19 - 09/29/19 07:30AM - 04:30PM SSU H124 C Harris
CEMCSE 1000 003 10/12/19 - 10/13/19 07:30AM - 04:30PM SSU H124 C Harris
CEMCSE 1000 004 10/26/19 - 10/27/19 07:30AM - 04:30PM SSU H124 C Harris
CEMCSE 1000 005 11/16/19 - 11/17/19 07:30AM - 04:30PM SSU H124 C Harris
CEMCSE 1000 006 12/07/19 - 12/08/19 07:30AM - 04:30PM SSU H124 C Harris

Fee(s): Tuition $225.00
Vocational Education

STRIVE

Interpersonal Skills
This course is the study of factors in positive relationships. Topics include personal dress/hygiene understanding self and others, verbal and non-verbal communication, listening skills, negotiating, assertiveness, and teamwork. Prerequisite: Accepted by STRIVE Interview team.

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<tr>
<th>Course No.</th>
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<tr>
<td>CEDITA 1032 AC06</td>
<td>08/26/19 - 12/16/19</td>
<td>09:30AM - 11:30AM</td>
<td>M</td>
<td>H112</td>
<td>M Vlahovich</td>
</tr>
<tr>
<td>Fee(s): Tuition IN $420.00</td>
<td>Tuition OD $440.00</td>
<td>Other Fees $27.84</td>
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Communication Skills for the Workplace
This course addresses essential listening, speaking, reading, writing, and computational skills required by business and industry. Students will work to improve communication skills related to successful job performance. Accepted by STRIVE Interview team.

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<th>Course No.</th>
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<th>Time</th>
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<th>Room</th>
<th>Instructor</th>
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<tr>
<td>CECOMG 1003 AC06</td>
<td>08/27/19 - 12/10/19</td>
<td>09:30AM - 12:00PM</td>
<td>T</td>
<td>H112</td>
<td>M Vlahovich</td>
</tr>
<tr>
<td>Fee(s): Tuition IN $500.00</td>
<td>Tuition OD $520.00</td>
<td>Other Fees $34.80</td>
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Career Exploration/Planning
This is an introduction to career exploration, educational planning, and job searching. Upon completion the student should be able to identify career options and aptitudes; explain the nature of the career decision-making process and its ongoing applications, develop a resume and cover letter, demonstrate interviewing skills and describe follow up procedures. Accepted by STRIVE Interview team.

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<tr>
<td>CEPOFT 1000 AC06</td>
<td>08/29/19 - 12/12/19</td>
<td>09:30AM - 12:30PM</td>
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<td>H112</td>
<td>M Vlahovich</td>
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<tr>
<td>Fee(s): Tuition IN $600.00</td>
<td>Tuition OD $620.00</td>
<td>Other Fees $41.76</td>
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The Skills Training Rewarding Independence and Vocational Education (STRIVE) Program is a two-year college experience and vocational training for adults with intellectual disabilities. These individuals will work on resume building skills, interviewing skills, life skills for independence and involvement in the local community, and vocational training geared towards obtaining a job. Upon completing the program, graduates will receive a certificate of completion. Limited seats available. An admission application is required.

For more information: STRIVE@alvincollege.edu or call 281.756.5714
The following courses are for second year STRIVE students

**Wellness and Health Promotion**
This course is an overview of wellness theory and its application throughout the life span. Focus is on attitude development, impact of cultural beliefs, and communication of wellness. Course also includes study in health behavior theories and approaches to behavior modification. Accepted by STRIVE Interview team.

<table>
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<tr>
<th>Course No.</th>
<th>Date(s)</th>
<th>Time</th>
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<th>Room</th>
<th>Instructor</th>
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<tbody>
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<td>CECHLT 1002 AC05</td>
<td>08/26/19 - 12/16/19</td>
<td>12:00PM - 03:00PM</td>
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<td>H112</td>
<td>M Vlahovich</td>
</tr>
<tr>
<td>Fee(s): Tuition IN $600.00</td>
<td>Tuition OD $620.00</td>
<td>Other Fees $41.76</td>
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**Professionalism in the Workplace**
This course addresses essential listening, speaking, reading, writing, and computational skills required by business and industry. Students will work to improve communication skills related to successful job performance. Accepted by STRIVE Interview team.

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<tr>
<th>Course No.</th>
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<tr>
<td>CEBUSG 1012 AC05</td>
<td>08/27/19 - 12/10/19</td>
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<td>T</td>
<td>H112</td>
<td>M Vlahovich</td>
</tr>
<tr>
<td>Fee(s): Tuition IN $500.00</td>
<td>Tuition OD $520.00</td>
<td>Other Fees $34.80</td>
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</table>

**Job Search Skills**
This is an introduction to career exploration, educational planning, and job searching. Upon completion the student should be able to identify career options and aptitudes; explain the nature of the career decision-making process and its ongoing applications, develop a resume and cover letter, demonstrate interviewing skills and describe follow up procedures. Accepted by STRIVE Interview team.

<table>
<thead>
<tr>
<th>Course No.</th>
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<th>Day</th>
<th>Room</th>
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<td>CEPQFT 1006 AC05</td>
<td>08/29/19 - 12/12/19</td>
<td>01:00PM - 03:00PM</td>
<td>TH</td>
<td>H112</td>
<td>M Vlahovich</td>
</tr>
<tr>
<td>Fee(s): Tuition IN $400.00</td>
<td>Tuition OD $420.00</td>
<td>Other Fees $27.84</td>
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**Veterinary Assistant**

Classes begin September 9

This one-semester, two-course program will prepare students for the duties of a veterinary assistant. The clinical Lab course will build the skills training and hands-on practical experience in a veterinary hospital off-campus.

Call for more information 281.756.3787
Our Personal Enrichment course offerings are found on the ACC Marketplace Shopping Mall. Minimal information is needed to register (name, address, phone and email). See page 25-26 for course offerings and directions on how to register below.

Registering on ACC Marketplace

Go to: www.AlvinCollege.edu
1. Click on ACC Marketplace at top of page
2. Click on Continuing Education Classes
3. Choose course of choice and add to cart
4. Only name, address, phone and email needed
5. Pay with credit/debit card

---

**INTRODUCTION TO CNC MACHINING**

What is Introduction to CNC Machining?
A try before you buy **FREE** Workshop!

- In this class, you will learn the following:
  - 10 basic G and M Codes
  - How to set a Z zero on the Lathe
  - Cut chess pieces on the Lathe

**Saturday, August 17 or October 5**
**10:00 a.m. to 1:00 p.m. | Building D, Room 117**

**REGISTER TODAY!**
Email @alvincollege.edu or call 281-756-3670
Life Story Writing
Senior Adult Class
Every Wednesday
1:00pm - 3:00pm

281.756.3787

LEARN

This six-week class is designed for adults with special needs ages 23 and older

Call 281.756.3787 OR
Email community@alvincollege.edu

Yoga
Introduction and Intermediate Mixed Levels

Tuesdays and Thursdays
5:15pm to 6:30pm

Tuition: $150 per session, two days per week
$75 per session, one day per week

Register on Marketplace | 281.756.3787
ACC | ed2go

Alvin Community College, in partnership with Education to Go, offers more than 100 online open enrollment programs in the following areas:

Certifications
Project Management
Healthcare
Technology

For more information on all online course available, visit:
www.alvincollege.edu/CEWD/Online-Learning

cewd@alvincollege.edu | 281.756.3787

Real Estate Licensing

ACC partners with Career Web School to offer TREC approved Salesperson courses.

Register today!
CAMPUS MAP

LEGEND:

A - Admissions / Advising / Testing / Financial Aid
Cyber Lab / Learning Lab / Library
B - Administration / Fine Arts / Art Gallery
C - Childcare / Human Resources / Career Services
Paralegal / Human Services & Addiction Counseling
D - Business Programs / Industrial Technologies
E - Student Center / Student ID’s / College Store
F - Fitness Center
G - Liberal Arts
H - Continuing Education Workforce Development
Allied Health Center / Campus Police
I - Art - Metals / Jewelry
J - Art - Ceramics / Sculpture
K - Broadcast Communications / Court Reporting
M - Shipping & Receiving
N - Technical Programs / Criminal Justice / Police Academy
R - Nolan Ryan Center
S - Science / Health Science
T - Transportation / Maintenance

Rev 3/17
Embark on a rewarding and secure career in the Trucking Industry to fill the increasing demand for trained Truck Drivers. This 160-hour program provides classroom instruction and behind-the-wheel experience to include public street and highway driving in just 4 weeks.

See more information on page 11

Call 281.756.3819
Healthcare Training

Certified Nursing Assistant

A great place to start your career in Health Care!

Classes begin September 9

See more information on page 12

Veterinary Assistant

Train to become a Veterinary Assistant and join one of the fastest growing professions in the country!

Classes begin September 9

See more information on page 17

Phlebotomy Technician

Learn the skills needed to assist health care teams with patient testing.

Classes begin September 11

See more information on page 16

281.756.3787
www.AlvinCollege.edu/cewd