YOUR SUCCESS IS OUR MISSION

We are here to help you on your journey to success. No matter what your field of study . . . Start Here, Go Anywhere!

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- Online: blueridge.edu/ce
- Call: (828) 694-1735
- Visit:
  - Henderson County Campus
  - Transylvaina County Campus

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- facebook.com/BlueRidgeConEd
- @ConEdBRCC

Enroll in a course, expand your horizon and enrich your life.

ON THE COVER: Student Spotlight
Lindsey Sweezy
Paramedic
Henderson County Emergency Medical Service
Blue Ridge Community College Graduate
Continuing Education Emergency Medical Technician Program
Curriculum Associate Degree Paramedic Program

Seven years ago at the age of 21, Lindsey Sweezy was working as a waitress at Julian’s Subs in Brevard.

Several of her regular customers were Paramedics with the Transylvania Rescue Squad. She was intrigued by their stories of helping others and impressed by the contribution they were making to their community. One day a small child eating at Julian’s Subs, lodged a piece of food in his windpipe and began choking. His mother, panicking, looked to Lindsey for help. Lindsey applied simple back blows and saved the child’s life. It was at that moment that Lindsey realized she wanted to become a paramedic.

Lindsey became a volunteer with Transylvania Rescue Squad, who paid for her Emergency Medical Technician (EMT) training through Continuing Education at BRCC. After working for several years as an EMT Intermediate, Lindsey transferred her EMT credits to BRCC’s Paramedic Program. For her clinical experience, Lindsey was placed with Henderson County Emergency Medical Services and was hired full time upon graduation from the Paramedic Program.

“Blue Ridge Community College instructors in both Continuing Education and Curriculum programs made my career transition easy,” she said. The skills I learned in both programs were instrumental in getting my dream job.”
On the Inside

Career Enhancement ................................................................. Pages 4-31
  Advanced Manufacturing .......................................................... 5
  Automotive Inspection Certification ......................................... 8
  Automotive Training and Certification ......................................... 9
  Building and Construction .......................................................... 13
  Business Training ........................................................................ 13
  Career Planning and Placement ................................................. 17
  Computer and Information Technology ........................................ 17
  Craft Beer Academy .................................................................. 21
  Culinary ..................................................................................... 22
  Emergency Services .................................................................... 22
  Environmental and Safety Training ............................................. 24
  Horticulture ................................................................................. 25
  Health Care ................................................................................ 26
  Languages .................................................................................. 27
  Law Enforcement (BLET) ............................................................. 28
  Medical Office ............................................................................. 29
  Outdoor Recreation and Leadership ........................................... 29
  Real Estate ................................................................................. 30
  Small Business Services ............................................................. 31

Adult Education for College and Literacy ...................................... Pages 32-33
  English Language Acquisition (ELA)
  Adult Basic and Secondary Education (ABSE) - High School Equivalency
  Accelerated Transitions

Personal Enrichment ................................................................. Pages 34-42
  Art ............................................................................................ 34
  Computers .................................................................................. 35
  Crafts ......................................................................................... 36
  Culinary ....................................................................................... 37
  Dance .......................................................................................... 37
  Health & Exercise ........................................................................ 38
  History ........................................................................................ 39
  Languages .................................................................................... 40
  Literature ..................................................................................... 40
  Photography ............................................................................... 40
  Pottery ......................................................................................... 41
  Special Interest .......................................................................... 41

Registration Information ........................................................... Pages 44-47
  Registration Policies ...................................................................... 44
  Off-Campus Locations ................................................................. 44
  Registration Information .............................................................. 45
  Registration Form ........................................................................ 46
  Frequently-Called Numbers ......................................................... 47
  Henderson County Campus Map ................................................ 47
Career Enhancement

Unlock your organization's potential.
Customized Training Program

Blue Ridge Community College leads economic development efforts in Henderson & Transylvania Counties through partnerships to deliver comprehensive assistance for attracting and locating new business and industry to our area as well as fostering existing business and industry growth.

Blue Ridge Community College has and continues to partner with numerous organizations delivering quality professional training and development. Some of these organizations are All States Medical, Clement Pappas, Continental Automotive Systems, Daystar Machining Technologies Inc., Elkamet Inc., Excelsior Packaging, Gaia Herbs, General Electric Lighting Systems, Kimberly Clark Corp., Meritor Inc., Oskar Blues, PharmAgra Labs, Sierra Nevada Brewing Company, and UPM Raflatac.

How can your organization tap into these valuable resources?

Are you:

• Making an appreciable capital investment?
• Deploying new technology?
• Creating jobs, expanding an existing workforce or enhancing the productivity and profitability of the operations within the NC?
• Enhancing the skills of your employees?

If so, your organization may be eligible for a Customized Training Project that could assist with a multitude of quality training and development opportunities to offset employee training costs.

For more information, contact Shanda Bedoian at (828) 694-1756 or shandab@blueridge.edu.

Spring 2016 Technical Training Classes
Offered in Transylvania County

Advanced technical knowledge, competency and skill sets are in high demand! Currently, the United States is experiencing a skills gap. Companies – manufacturers, hospitals, service organizations - are in great need of reliable employees who can communicate well, effectively make decisions, and who have the technical aptitude to fill critical openings today and in the future.

The following classes are demand-driven career pathways:

  Introduction to Advanced Technologies
  Industrial Maintenance
  Machining
  Welding

Interested? Look for these classes under Advanced Manufacturing or contact Cecile at ceciled@blueridge.edu or (828) 883-2520.
Advanced Manufacturing
To register for the courses listed below, see page 46. For information about enrolling in the following courses, contact Monique at (828) 694-1744 or email moniquee@blueridge.edu. Please visit the BRCC bookstore to purchase required books and supplies before class begins.

AutoCAD I
Learn the essential skills and basic concepts of design and shape using AutoCAD. This course will emphasize visual concepts using simple drawings, printing and plotting. The course includes production and management of 2D and 3D design drawings. Please visit the BRCC bookstore to purchase the recommended book before class begins.

5:00PM-9:00PM M 2/1-4/2 4.8 CEUs $130 Schwartz Hend Co Campus SPRM 117 DFT-8107-401

Blueprint Reading - Hybrid - NEW!
Learn the basic principles of print reading as well as how to apply that knowledge to machining dynamics. This hybrid course will teach you to interpret basic prints and visualize the features of a part or system. Please visit the BRCC bookstore to purchase required books and supplies before class begins.

8:00AM-9:00AM F 1/8-5/6 4.8 CEUs $136.30 Woody Hend Co Campus SPRM 139 BPR-8003-401

Certified Supply Chain Logistics - NEW!
Gain the skills needed to enter and work in the logistics workforce environment. Students will learn the navigational skills to move material throughout the supply chain from production sites to warehouses or distribution centers. You will gain skills in problem solving, safety, quality, communications and teamwork to be effective in the changing global environment. By course end, you will be prepared with the knowledge and skills required to effectively work in this field. Students are encouraged to earn the silver level of North Carolina Career Readiness Certificate. This course includes a one-time certification test. Students will be required to register two weeks prior to course start date to ensure delivery of required materials for this hybrid course.

9:00AM-12:00PM M 2/22-5/2 $421.30 Boardley Hend Co Campus SPRM 170 SEF-8570-401

CNC Milling Center Operations
Learn the programming, setup, and operation of computer numerical control (CNC) Milling centers. Course topics include programming formats, control functions, program editing, part production, and inspection. Upon completion, students will be able to manufacture simple parts using CNC milling centers. The students will also gain the necessary skills to sit and take the National Institute for Metalworking Skills (NIMS) credentialing exam for CNC Milling.

4:30PM-8:30PM MF 3/7-5/9 6.4 CEUs $186.30 Davis Hend Co Campus SPRM 139 MEC-8021-401

CNC Turning Center Operations
Learn the programming, setup, and operation of computer numerical control (CNC) turning centers. Course topics include programming formats, control functions, program editing, part production, and inspection. Upon completion, students will be able to manufacture simple parts using CNC turning centers. Upon successful completion of this course you will have the knowledge and experience to take the National Institute for Metalworking Skills (NIMS) credentialing exam for CNC Turning Center Operator.

4:30PM-8:30PM MF 1/8-3/4 6.4 CEUs $186.30 Davis Hend Co Campus SPRM 139 MEC-8020-401

Serving those who’ve served our country
NCWorks can help you with:
• Academic planning
• Career development services
• Case Management
• Job Placement
• Resources and referrals

For more information, contact NCWorks at blueridge.edu/ncworks
Career Enhancement

**Gas Tungsten Arc Welding Plate - TIG**
A thorough introduction to the Gas Tungsten Arc (TIG) Welding process. Topics include correct selection of tungsten, polarity, gas, and proper filler rods, with emphasis placed on safety, equipment setup, and welding techniques. Upon successful completion of this course you will have the knowledge and experience to take the National Institute for Metal Working Skills (NIMS) credentialing exam for American Welding Society Welding Code D.1.1 exam in TIG.

7:00PM-10:00PM WTH 1/7-5/4 12.8 CEUs $216.30 Land Hend Co Campus SPRM 150 WLD-8127-401

**GMAW (MIG) FCAW Plate**
A thorough introduction to gas metal arc welding and flux core welding processes. Topics include equipment setup, fillet, and groove welds with emphasis on Gas Metal Arc Welding (GMAW) and Flux-Cored Arc Welding (FCAW) electrodes on carbon steel plate. Upon successful completion of this course, you will have the knowledge and experience to take the AWS Welding Society Welding Code D.1.1 exam in MIG.

7:00PM-10:00PM MT 1/11-5/10 12.8 CEUs $216.30 Land Hend Co Campus SPRM 150 WLD-8128-401

**Industrial Maintenance 101 - NEW!**
Learn the skills necessary to work in Industrial Maintenance departments. This course will cover safety, electrical, hydraulics, PLC’s, HVAC, welding and much more to prepare you to work in this highly evolving field. Learn about predictive and preventive maintenance strategies as well as the advantages and disadvantages of different maintenance programs. Prerequisite of NC CRC–Silver Level and Applied Technology Level 2 required prior to start of class. Please visit the BRCC bookstore to purchase required materials before class begins.

8:00AM-4:30PM FS 1/22-4/22 12.1 CEUs $186.30 Staff Trans Co Campus TRCS 130 MNT-8007-401

**Industrial Maintenance I - NEW!**
Gain the introductory knowledge and skill required for installing, maintaining and troubleshooting modern industrial equipment, its infrastructure and facility systems. You will learn to solve practical maintenance problems, read and interpret mechanical drawings, interpret maintenance publications and keep production equipment and systems running smoothly and efficiently. Prerequisite of NC CRC–Silver Level and Applied Technology Level 2 required prior to start of class. Please visit the BRCC bookstore to purchase the required materials before class begins.

8:00AM-5:00PM F 1/15-5/13 16.7 CEUs $186.30 Staff Hend Co Campus SPRM 170 MNT-8006-402

**Intro to Lean Manufacturing - NEW!**
Gain a greater working knowledge of The Toyota Production System, more commonly known as Lean Manufacturing. Lean tools have been used to significantly improve productivity in offices, hospitals, factories and the military. Learn techniques that will enable you to improve your individual workplace performance and that of your entire team. This course is roughly 20% theory and 80% hands-on tools and techniques that are easily transferrable back to your workplace. The goal of this class is to assist you in becoming a “Champion” of continuous improvement for not only yourself but for your organization.

6:00PM-9:00PM TH 1/28-4/28 3.6 CEUs $125 Ward Hend Co Campus SPRM 108 BUS-8001-401

**Introduction to Advanced Technology - NEW!**
Learn the skills required for entry into the manufacturing workplace. This hybrid program will enhance your understanding of the manufacturing process including safety, teamwork, problem solving and maintenance awareness. Students will be eligible to sit one-time for the MSSC Manufacturing Processes and Production certification at the completion of the course. Students are encouraged to earn a silver level Career Readiness Certificate. Due to ordering of materials, student registrations must be received one (1) week prior to the start of this class.

6:00PM-10:00PM M 2/1-3/14 4.8 CEUs $436.30 Staff Trans Co Campus TRCS 130 SEF-8569-401

**Machining I**
This course will teach you about the working properties of metals and how to operate machine tools to produce products that meet precise specifications. This course introduces students through hands on learning experiences to Manual Milling, Manual Turning and CNC machining centers. The course also covers the basics in hand measuring devices and machine safety. Off-Campus location, please see page 44 for address.

6:00PM-9:00PM T 1/12-5/3 4.8 CEUs $126.30 Creasman Brevard High School 518 MEC-8017-401
Specialized Classes in Alternative Fuel Vehicle Technology

BRCC provides training to automotive shops, fleets and first responders to safely make repairs, diagnose, or manage emergencies on various alternative fuel vehicles. If your organization supports compressed natural gas (CNG), autogas (LPG) or hybrid vehicles contact BRCC to have a class scheduled for your group.

Our current trainings include:
- CNG Vehicle Fuel System Inspectors
- First Responders for Alternative Fuel Vehicles
- Light Duty Natural Gas Vehicles
- Hybrid Vehicle Technology
- Overview of BioDiesel
- Light Duty LPG/Autogas Vehicles

Classes in these advanced transportation technologies can accommodate the demands of your organization and also we provide convenient flexible scheduling for groups. We are a training center of the National Alternative Fuels Training Consortium (NAFTC).

Contact Monique at (828) 694-1744 or moniquee@blueridge.edu to discuss trainings for your staff.

Community College as Model in Manufacturing Education

Blue Ridge is one of five institutions to receive the 2015 Tooling U-SME Platinum Education Center (TUPEC) Award

In recognition of the significant role of manufacturing in today’s global society, Tooling U-SME, a leader in manufacturing learning and development, recognized Blue Ridge Community College with its Tooling U-SME Platinum Education Center (TUPEC) award. Blue Ridge was one of five colleges receiving this honor, which is given to institutions considered to be outstanding academic models for the advancement of the manufacturing industry.

Blue Ridge Community College uses online and hands-on training in a blended learning format to help develop a skilled and qualified future manufacturing workforce for Henderson and Transylvania Counties. This approach is incorporated into our corporate, customized, and curriculum advanced technologies classes.

For more information about advanced manufacturing training at Blue Ridge Community College, contact Monique at (828) 694-1744 or moniquee@blueridge.edu.

Brian Johnson
BRCC Automotive Instructor
Wins National Award

Brian Johnson was recently awarded the prestigious ASE Industry Education Alliance Instructor Recognition Award. This is the highest national award an ASE/NATEF Instructor can receive. Brian was awarded this in a ceremony before a national delegation of 300 Instructors and Industry professionals from across the US at the recent ASE/NATEF Conference in Kansas City.
Career Enhancement

Machining Technology II
Learn the use of precision measuring tools, lathes, milling machines, and grinders. Emphasis is placed on setup and operation of machine tools including selection and use of work holding devices, speeds, feeds, cutting tools, and coolants. Perform basic procedures on precision grinders and advanced operations of measuring, layout, drilling, sawing, turning, and milling. Upon successful completion of this course you will have the knowledge and experience to take the National Institute for Metalworking Skills (NIMS) credentialing exam for Machine Technology.

4:30PM-8:30PM  TWTTH  1/7-5/10  22.4 CEUs  $186.30  Fisher  Hend Co Campus SPRM 143  MEC-8022-401

Welding I
Learn the different welding symbols, shop math and safety procedures through hands-on experience with various types of welding techniques. This entry level course will provide MIG, TIG and STIC welding process training. Anyone looking to enter the lucrative welding trade, increase skills and knowledge should enroll. Students are required to purchase personal safety equipment and bring to the first day of class. Off-Campus location, please see page 44 for address.

6:00PM-10:00PM  F  1/15-2/26  2.4 CEUs  $88.80  Land  Hend Co Campus SPRM 135  APP-8203-402
6:00PM-10:00PM  TH  1/28-3/10  2.4 CEUs  $88.80  Staff  Brevard High School 518  APP-8203-403

Welding II
Gain additional opportunities to practice the various types of welding with greater emphasis on refinement of welding skills, math, symbols and blueprint reading. You should have completed Level I welding or have welding experience prior to registering for this class. Please bring personal safety equipment to the first day of class.

6:00PM-10:00PM  F  3/11-4/29  2.4 CEUs  $88.80  Land  Hend Co Campus SPRM 135  APP-8204-501

Automotive Inspection Certification
To register for the courses listed below, see page 46. For information about enrolling in the following courses, contact Monique at (828) 694-1744 or email moniquee@blueridge.edu. Please visit the BRCC bookstore to purchase required books and supplies before class begins.

OBD Emission Inspection Certification
Become a licensed Auto Emission/OBD inspector or renew an existing license. This course meets the training requirements for the Auto Emission Inspection Program administered by the NC Division of Motor Vehicles, License and Theft Bureau. A mechanic must attend an 8 hour emission course and pass a written and hands-on state certification exam administered in class for both certification and recertification. Students will be required to conduct an emissions inspection of a motor vehicle during class to successfully complete the course. Register early, class size is limited.

6:00PM-10:00PM  WTH  1/13-1/14  0.8 CEUs  $70  Galloway  Hend Co Campus SPRM 108  AUT-8321-501
6:00PM-10:00PM  MT  3/7-3/8  0.8 CEUs  $70  Galloway  Hend Co Campus SPRM 108  AUT-8321-503
6:00PM-10:00PM  WTH  5/11-5/12  0.8 CEUs  $70  Galloway  Hend Co Campus SPRM 108  AUT-8321-505

Outdoor Power Equipment (OPE) I
This entry level course will provide basic knowledge and skills for entry level employment in power equipment dealership or repair. Through hands on experiences, students learn the basic mechanical skills to repair and rebuild small engines. The course focuses on maintenance of systems for equipment performance.

5:30PM-9:30PM  MW  2/8-3/16  4.8 CEUs  $126.30  Staff  Hend Co Campus SPRM 170  AUT-8203-401

Vehicle Safety Inspection
Become a licensed Vehicle Safety Inspector or renew an existing license. This course meets the training requirements for the Auto Safety Inspection Program administered by the NC Division of Motor Vehicles, License and Theft Bureau. A mechanic must attend an 8-hour safety course and pass a state certification exam administered in class. Topics covered include an overview of DMV regulations, inspection procedures, and proper use of diagnostic equipment. NC Vehicle Safety Inspection Regulations Manual is included in registration fee. Register early, class size is limited.

6:00PM-10:00PM  MT  1/11-1/12  0.8 CEUs  $75  Galloway  Hend Co Campus SPRM 108  SEF-8565-501
6:00PM-10:00PM  MT  2/8-2/9  0.8 CEUs  $75  Galloway  Hend Co Campus SPRM 108  SEF-8565-502
6:00PM-10:00PM  MT  3/14-3/15  0.8 CEUs  $75  Galloway  Hend Co Campus SPRM 108  SEF-8565-503
6:00PM-10:00PM  TTH  3/22-3/24  0.8 CEUs  $75  Galloway  Trans Co Campus TRCT 113  SEF-8565-431
6:00PM-10:00PM  MT  4/11-4/12  0.8 CEUs  $75  Galloway  Hend Co Campus SPRM 108  SEF-8565-504
6:00PM-10:00PM  MT  5/2-5/3  0.8 CEUs  $75  Galloway  Hend Co Campus SPRM 108  SEF-8565-505
Auto Detailing
Learn the fundamentals of the five major areas of auto detailing. You will learn to properly wash and clean the engine, the major components of exterior and interior detailing and prepare for the many situations that may be encountered in the detailing of automobiles. This class will cover buffing and waxing techniques, proper use of chemicals and tools, how to determine the amount of time the job will take, pricing and many more details to prepare to enter this lucrative job market.

5:00PM-8:00PM  TTH  3/8-4/21  3.6CEUs  $126.30  Gilliam  Hend Co Campus SPRM 156  AUT-8216-401

Automotive Steering and Suspension
Gain first hand understanding and shop experience of the principles related to automotive steering and suspension. Upon completion of this course, you will have the knowledge and experience necessary to take the ASE A4 Steering & Suspension Certification.

7:45AM-10:45AM  MWF  1/8-5/9  12.8 CEUs  $181.30  Johnson  Hend Co Campus SPRM 165  AUT-8208-401
8:00AM-12:00PM  MW  1/11-5/9  12.8 CEUs  $181.30  Stephens  Trans Co Campus TRCT 113  AUT-8208-421

Basic Automotive Electricity
Gain shop experience and an understanding of the principles related to automotive electrical systems. Upon completion of this course, you will have the knowledge and experience necessary to take the ASE A6 Electrical/Electronics Certification.

6:00PM-9:30PM  TTH  1/7-5/10  11.2 CEUs  $181.30  Spring  Hend Co Campus SPRM 165  AUT-8206-401

Dangerous Goods Transportation 49CFR - NEW!
Learn how to safely transport hazardous US DOT certification materials by ground in the United States. 49CFRTraining (Code of Federal Regulations) is required for shippers who prepare dangerous goods shipments for highway transit in the United States. This course fulfills US DOT and International Law Training Requirements. All materials are included in the cost of this course. Students will be able to take Security Awareness Training through Dangerous Goods International Training Center at no additional cost after this course.

8:00AM-5:00PM  WTH  5/11-5/12  $300  Staff  Hend Co Campus CONE 122  SEF-8568-401

Diesel Air, Exhaust, Emissions - NEW!
Learn the theory and operation of air induction and boost technologies, exhaust systems and emission controls used in light duty diesel engines. Upon completion, you will be able to inspect and test vehicles and research service information to diagnose, test and repair diesel vehicles. This course is an excellent way to help prepare you to work in the automotive industry.

2:00PM-5:00PM  TTH  1/7-5/10  12.8 CEUs  $181.30  Shook  Hend Co Campus SPRM 132  AUT-8326-401

Engine Performance I
Gain shop experience and an understanding of the principles related to automotive engine performance systems. Upon completion of this course, you will have the knowledge and experience necessary to take the ASE A8 Engine Performance Certification. Please visit the BRCC bookstore to purchase required books and supplies before class begins.

8:00AM-12:00PM  TTH  1/7-5/10  12.8 CEUs  $181.30  Stephens  Trans Co Campus TRCT 113  AUT-8209-421
6:00PM-8:30PM  MW  1/11-5/9  12.8 CEUs  $181.30  Johnson  Hend Co Campus SPRM 165  AUT-8209-401

Hybrid-Electric Transportation - NEW!
Learn the theory and operation of hybrid-electric drive vehicles. You will learn maintenance, diagnostics, repair and safety procedures for electrically propelled and hybrid vehicles. The class will cover basic principles of Strong and Mild Hybrid Systems, 2 mode, Series and Parallel power flow, and Extended - Range Electric Vehicles (EREV’S). Please visit the BRCC bookstore to purchase required books and supplies before class begins.

8:00AM-2:30PM  F  1/8-5/6  9 CEUs  $181.30  Stephens  Trans Co Campus TRCT 113  AUT-8323-421
Career Enhancement

Light Duty Fuel System
Learn light-duty diesel fuel delivery systems for on-road applications. Topics include diesel combustion theory, fuel system components, electronic and mechanical controls, fuel types and chemistries common to light-duty diesel engines. Upon successful completion of this course, you will have the knowledge and experience to take the ASE A9 Light Duty Diesel Certification and inspect, test and replace fuel delivery components using appropriate service information and tools.

1:00PM-2:00PM  MW  1/11-5/9  12.8 CEUs  $181.30  Shook  Hend Co Campus TEDC 302  AUT-8322-401

Non-Structural Damage I
Learn the basics of auto body repair. Topics include safety, tools, and the basic fundamentals of body repair including the repair and replacement of body panels to acceptable standards. Upon successful completion of this course, you will have the knowledge and experience to take the ASE B3 Nonstructural Analysis & Damage Repair Certification.

8:00AM-10:30AM  TTH  1/7-5/10  8 CEUs  $181.30  Horlick  Hend Co Campus SPRM 134  AUT-8213-401

Painting and Refinishing I
Learn the proper procedures and safety guidelines to do automotive painting. This course introduces procedures for using automotive refinishing equipment and materials in surface preparation and application. This is a hands-on class combined with classroom learning. Topics include federal, state, and local regulations, personal safety, refinishing equipment and materials, surface preparation, masking, application techniques, and other related topics. Upon successful completion of this course, you will have the knowledge and experience to take the ASE B2 Painting and Refinishing Certification.

8:00AM-12:00PM  MW  1/11-5/9  12.8 CEUs  $181.30  Horlick  Hend Co Campus SPRM 134  AUT-8214-401

Structural Damage I
Learn to analyze and perform basic repairs to a vehicle that has received light to moderate structural damage. You will gain skill in design and construction, analysis and measurement, repair techniques and understanding structural glass. Please visit the BRCC bookstore to purchase required books and supplies before class begins.

1:00PM-4:00PM  MW  1/11-5/9  12.8 CEUs  $181.30  Horlick  Hend Co Campus SPRM 134  AUT-8324-401

Transport Climate Control
Learn to perform the repair of automotive climate control systems. This course covers the theory of refrigeration and heating, electrical/electronic/pneumatic controls and diagnosis and repair of climate control systems. Students will learn about system components, recovery/recycling of refrigerants, and safety and environmental regulations. Emphasis will be placed on reclaiming, recovery, recharging, leak detection, components, equipment, tools and safety. Upon successful completion of this course, you will have the knowledge and experience to take the ASE A7 Heating and Air Conditioning Certification and the EPA Section 609 Certification.

12:00PM-1:30PM  TTH  1/7-5/10  9.6 CEUs  $181.30  Johnson  Hend Co Campus SPRM 165  AUT-8210-401

Career Coach is a free online tool available on the Blue Ridge Community College website. It is designed to help you find your ideal career by providing access to the most relevant data on local wages, employment trends, job postings, associated education and training. Also, perform self-assessments and build your own resume.

Meet your personal career coach at blueridge.edu/careercoach
Take Hold of your Future by the Wheel!

Professional Truck Driving

Driving a tractor trailer has never been easier. 
It’s not only about the job, it’s about the training!

Blue Ridge Community College and Alliance Tractor Trailer Training Centers have formed a partnership to provide a career training path in truck driving.

Enroll with Blue Ridge Community College for the important classroom instruction. Students will also enroll with Alliance Tractor Trailer Training Centers to complete the hands-on training to become a professional truck driver.

In a few weeks, you could be earning excellent income in one of the most stable industries in the country.

For more information, contact Monique at (828) 694-1744 or moniquee@blueridge.edu.
Blue Ridge Community College’s Professional Development Institute is designed to meet the professional development needs of mid to upper business managers by offering a variety of training and seminars focused on developing leadership skills. Sign up for one of our open enrollment seminars or contact us to tailor a leadership training program to meet your company’s needs.

Our instructors are **SUPERLATIVE** • Our topics are **PERTINENT**

* Training topics are based on input from interviews, focus groups and surveys of local leaders *

Angela Owen  
International Leadership Consultant

David DeBell  
Certified Human Resources Professional

Frank Clemente  
Certified Project Management Professional

Steve Lineberger  
Succession Planning Expert

Our instructors bring a wealth of expertise from the following companies: Mobil Oil, PepsiCo, Procter & Gamble, Sara Lee Casualwear, US Stores, and more.

Our spring 2016 line-up of seminars include the following:

<table>
<thead>
<tr>
<th>Seminar</th>
</tr>
</thead>
<tbody>
<tr>
<td>Business Analysis</td>
</tr>
<tr>
<td>Conflict Resolution</td>
</tr>
<tr>
<td>Project Planning and Control</td>
</tr>
<tr>
<td>Coaching and Development</td>
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<tr>
<td>Interpersonal Communication</td>
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<td>Succession Planning</td>
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Registration for these seminars begins **January 4**.

Business Excellence Disney Style: Presented by Disney Institute May 4, 2016  
Registration for Disney event begins **February 1**. See website for details.

For more information, go to: blueridge.edu/pdi or contact: M.C. Gaylord (828) 694-3886 or m_gaylord@blueridge.edu
Open the Door to a New Beginning

Visit the Henderson County NCWorks
Continuing Education Building, Suite 125 or the
Transylvania County NCWorks 45 Oak Park Drive, Brevard.

Your comprehensive career planning, training and job placement resource.

We can help you:

◆ find a full or part-time job
◆ create a professional resume
◆ learn how to network effectively
◆ prepare answers to those difficult job interview questions
◆ develop your core skills and earn state and national skills certification
◆ plan a change of career
◆ locate financial assistance for training

NCWorks at Blue Ridge Community College has the resources, and a professional and customer-friendly staff to provide all the job seeking and career planning help you need in a single location. Our Centers have an “Open Door” policy, serving Community Members as well as BRCC Students and Alumni.

Henderson County NCWorks Hours:
Monday – Thursday 8 a.m. to 6 p.m. and Friday 8 a.m. to 4:30 p.m.◆ (828) 694-1755

Transylvania County NCWorks Hours:
Monday – Thursday 8 a.m. to 5 p.m. and Friday 8 a.m. to 4:30 p.m.◆ (828) 883-2550

Visit blueridge.edu/NCWorks for more information.

Building and Construction
To register for the courses listed below, see page 46. For information about enrolling in the following courses, contact Monique at (828) 694-1744 or email moniquee@blueridge.edu.

Basic Electricity
This course is designed to introduce the students to electricity. Students will learn the basic elements and how to safely work with electricity. Included will be an overview of the principles of electricity, concepts, circuits, and measurement instruments.

6:00PM-9:00PM TH 2/4-3/17 1.8 CEUs $71.30 Evans Hend Co Campus SPRM 170 ELC-8014-401

HVAC: Heating and Air Conditioning I - NEW!
Learn the fundamentals of heating and air conditioning (HVAC) systems. Course work will include safety, tools, principles of heat transfer, piping, electricity, controls, heating system components and air conditioning systems. Upon completion, the student will have the knowledge base for troubleshooting, repair and maintenance of heating and air conditioning units in a residential or commercial setting. The goal of the course is to provide the student with necessary skills to become employed as an HVAC maintenance technician.

6:00PM-9:00PM T 1/12-5/3 4.8 CEUs $126.30 Staff Hend Co Campus SPRM 170 AHR-8133-401

Business Training
To register for the courses listed below, see page 46. For information about enrolling in courses scheduled for the Henderson County Campus, contact M.C. at (828) 694-1779 or email m_gaylord@blueridge.edu.

Business Security Basics - NEW!
Learn the basics of business security to help protect from individuals both outside your organization and within. Gain an understanding of how to safeguard your business against risks, threats and expose vulnerabilities. Topics include property crimes, fraud and theft, as well as prevention and response methodologies.

6:00PM-8:00PM W 3/2-3/23 0.8 CEUs $70 Dodd Hend Co Campus TEDC 236 MLS-8974-401

Instructor Spotlight
Marc Craig
HVAC Instructor

Marc is a local resident from the Fletcher area and employed at Horizon Heating and Air as a Residential Comfort Consultant. He has 16 years HVAC experience and has his NATE Certification, CFC card and several other Heating and Air certifications. Marc previously taught in the Blue Ridge Community College HVAC apprenticeship program.

Career Enhancement
For more information, call (828) 694-1735 or e-mail ewdce@blueridge.edu
Career Enhancement

How Can NCWorks Help You?
Career Planning, Training & Placement Services

Career Readiness Certification
Learn about the National Career Readiness Certificate and sign up to earn this valuable career tool. Use Career Ready 101 software to prepare for the NCRC and get career tips and information.

Counseling
Meet one on one with Career Counselors or representatives from the Division of Workforce Solutions to plan your career path and overcome your employment challenges.

Job Postings
Gain access to job listings for 100 counties in North Carolina through NCWorks Online.

Scholarships and Grants
Financial aid is available for various continuing education programs.

Workshops and Courses
Join us for one of our monthly workshops on resume writing, interview skill, and networking. Sign up for our Career Ready 101 software to access self-paced interactive lessons for career development, or to increase workplace and soft skills.

For more information, visit blueridge.edu/NCWorks.

Vision Leadership Program

Vision is a comprehensive leadership development program designed to promote informed and committed civic volunteerism. Our program is designed to help participants acquire a fuller sense of the critical issues affecting their community and the leadership skills necessary to resolve them.

Class takes place one day per month from August through May and includes extensive visits throughout our community.

If interested in more information about Vision visit blueridge.edu/vision.

Vision Henderson County
Contact M. C. at (828) 694-1779 or email m_gaylord@blueridge.edu

Vision Transylvania County
Contact Cecile at (828) 883-2520 or email ceciled@blueridge.edu
Got Skills? Prove It!

Earn your National Career Readiness Certificate

Prove to employers that you have the skills to do the job...

North Carolina recognizes the need to assess individuals’ skill levels and identify gaps in workplace skill requirements. This process will guide hiring & training decisions and develop the skills U.S. workers need to compete in a global economy. To address these issues, North Carolina has joined 40+ states in a national Career Readiness Certification initiative.

Career Readiness Certification (CRC) identifies three core workplace skill levels required across multiple industries and occupations. The CRC is a portable credential that workers can use in any area of North Carolina or in any state in the U.S. This Certificate confirms to employers that the individual possesses basic workplace skills in Reading for Information, Applied Math and Locating Information—the three skills that most jobs require. It is a perfect document for job seekers to include with a resume when applying for a job.

The standardized assessment used to award the Career Readiness Certificate is ACT WorkKeys. WorkKeys assessments are currently used as part the screening process for hiring and advancement by several area businesses: Sierra Nevada Brewing Co., Meritor, Blue Ridge Metals, Borg Warner, Kimberly Clark, H Putsch, UPM Raflatac, Selee Corporation, Elkamet, Thermo Fisher Scientific, Legacy Paddle Sports, etc.

Career Readiness Certification has three levels:

**Bronze Level** ~ An individual achieving at least a Level 3 on each of the tests possesses core workplace skills for approximately 30% of the jobs profiled by WorkKeys.

**Silver Level** ~ An individual achieving at least a Level 4 on each of the tests possesses core employability skills for approximately 65% of the jobs profiled by WorkKeys.

**Gold Level** ~ An individual achieving at least a Level 5 on each of the tests possesses core employability skills for approximately 85% of the jobs profiled by WorkKeys.

**Platinum Level** ~ An individual achieving at least a Level 6 on each of the tests possesses core employability skills for approximately 99% of the jobs profiled by WorkKeys.

How to prepare and qualify for your Career Readiness Certificate:

Using the Career Ready 101 system aligned with the WorkKeys Assessments, Henderson County NCWorks staff will determine your present level of proficiency in Reading for Information, Locating Information and Applied Mathematics. You may then use the self-paced Career Ready 101 Curriculum to upgrade your skills, if necessary. When you have attained the appropriate skill levels, NCWorks staff will schedule your Certification Assessment. Upon successful completion of the WorkKeys Assessments for these required skill levels, you will receive your Certificate.

For more information visit blueridge.edu/NCWorks.
Career Enhancement

**Interior Design - NEW!**
Explore the exciting field of interior design and decorating. Learn how to identify different design styles to create a distinct look for a space you are decorating. Understand basic color theory, the psychology of color and applying color schemes, furniture placement and function and their spatial relationships. Students are required to bring essential materials to the first class. A supply list will be provide upon registration. Cost for essential materials is approximate $15. Off-Campus location, please see page 44 for address.

6:00PM-9:00PM  T  1/19-2/23  1.2 CEUs  $70  Driskell  Decor8 Fine Furnishings  MKT-8445-401

**Introduction to 3D Printing**
While 3D printing has only made it into the mainstream over the last few years, the technology actually dates all the way back to 1984. During the Introduction to 3D printing class, we will examine the history of 3D printing, explore how it’s being utilized today, and find out the astonishing ways 3D printing will be used in the not-so-distant future. The course will also cover the basics of 3D printing, including detailing what a business or home enthusiast needs to know in order to get started, examining different software packages, and learning about the basic terminology of 3D printing.

6:00PM-9:00PM  TH  2/25-4/21  2.5 CEUs  $130  Staff  Trans Co Campus TRCT 220  SGR-8000-431

**Notary Public Education**
The State of North Carolina requires those who want to be commissioned by the Secretary of State as a Notary Public to complete a course of instruction at a community college. Students must be 18 years or older, live or work in NC, have a high school diploma or an equivalent (GED). You must also speak, read, and write English. You will receive instruction on the notary public application process. Students will be required to provide a government issued picture ID such as driver’s license. Registration Fee of $75 includes books and materials, which will be provided in class.

9:00AM-4:00PM  S  1/16-1/16  0.6 CEUs  $75  Whitaker  Hend Co Campus PATT 150  SEF-8132-401
9:00AM-4:00PM  F  2/12-2/12  0.6 CEUs  $75  Staff  Trans Co Campus TRCS 140  SEF-8132-402
9:00AM-4:00PM  S  3/12-3/12  0.6 CEUs  $75  Whitaker  Hend Co Campus PATT 150  SEF-8132-501
9:00AM-4:00PM  S  4/9-4/9  0.6 CEUs  $75  Whitaker  Hend Co Campus GENS 115  SEF-8132-502
9:00AM-4:00PM  F  5/6-5/6  0.6 CEUs  $75  Staff  Trans Co Campus TRCS 140  SEF-8132-503

**SHRM-CP/SHRM-SCP Exam Prep Course - NEW!**
Establish yourself as a globally recognized human resource expert by earning the new standard in HR certification. This comprehensive review of SHRM Learning System materials covers the nine SHRM-developed HR Competencies. The HR Expertise competency is then addressed through in-depth coverage of 15 Functional areas under the four general headings of People, Organization, Workplace, and Strategy. This course prepares students to take either the SHRM-CP or SHRM-SCP exams. Must register two weeks prior to class. Fee includes books and materials that will be provided in class. Off-Campus location, please see page 44 for address.

6:00PM-9:00PM  M  1/11-4/11  3.6CEUs  $995  Debell  Hend Co Campus Fletcher Town Hall  SEF-8571-401

**Social Media Applications for Business**
Discover the keys to professional business communication using social channels such as Facebook, Google, Pinterest, YouTube and LinkedIn. With digital brand asset management you will learn more about documents, presentations, logos, images and videos. This course will introduce the features and benefits of social media tools for use in your business strategy.

5:30PM-7:30PM  M  2/8-2/29  0.8 CEUs  $75  Czarnecki  Hend Co Campus TEDC 201  OST-8005-401
Career Planning and Placement
For information on courses scheduled for the Henderson County Campus, contact (828) 694-1755 or email danh@blueridge.edu. For information on courses scheduled for the Transylvania County Campus, contact (828) 883-2550 or email a_marquez@blueridge.edu.

Human Resources Development (HRD)
The HRD program provides short-term, pre-vocational training and counseling through courses and employability labs, to give individuals the essential personal skills to successfully enter the workforce, pursue further training or change careers. To register for the following HRD courses please visit the Henderson or Transylvania County NCWorks Offices.

Employability Lab
Essential workplace skills are the skills needed for work, learning and life, and they provide the foundation for learning all other skills. Learn to identify your key skills, explore career options and develop a resume. You will also be able to earn your National Career Readiness Certificate which proves your skill level to employers.

Employment Planning
Learn how to tap into the hidden job market, design a productive job search and identify your personal communication style to build confidence in an interview.

Essential Workplace Skills
Learn essential workplace employability skills including job seeking and job keeping skills (application, resume and interviewing), as well as time management, job performance, and problem solving strategies. Students will prepare a professional resume and receive professional coaching toward interviewing with an employer.

Computer and Information Technology
To register for the courses listed below, see page 46. For information about enrolling in courses scheduled for the Henderson County Campus, contact M.C. at (828) 694-1779 or email m_gaylord@blueridge.edu. For information on courses scheduled for the Transylvania County Campus, contact Cecile at (828) 883-2520 or email ceciled@blueridge.edu.

Adobe Lightroom Made Easy - NEW!
Learn the photograph editing program Adobe Lightroom to bring out the best in your photography. Punch up colors, make dull-looking shots vibrant, remove distracting objects and straighten skewed shots. You will also learn to manage large volumes of digital photographs, work in a non-destructive environment to allow for fearless experimentation and perform sophisticated image processing tasks to easily produce good-looking pictures and polished presentations for both web and print. Please visit the BRCC bookstore to purchase the book before the class begins.
6:00PM-8:30PM TH 1/7-5/12 4 CEUs $130 Kaczmarek Hend Co Campus TEDC 119 SGR-8005-401

Adobe Photoshop for Beginners
Adobe Photoshop is the most popular photo-editing program used by photographers, graphic designers, Web designers, and other graphics professionals. Learn the basic techniques and applications. Please visit the BRCC bookstore to purchase the book before the class begins.
6:00PM-9:30PM T 1/19-5/10 5.6 CEUs $185 Kaczmarek Hend Co Campus TEDC 119 SGR-8002-401

Apple iMovie Made Easy
Create epic movies or simply shoot and edit a promotional video for your Web site. Learn the basics of quality video and clear audio, editing together an effective video to share with others using Apple’s iMovie. Use an iPad/iPhone or other digital video camera, to shoot your video, QuickTime or Garageband to record additional audio tracks and then lay those tracks into an iMovie project. The iMovie software that came with your Mac is all you need to edit and share stunning videos.
3:00PM-5:30PM TH 1/7-5/12 4 CEUs $130 Kaczmarek Hend Co Campus TEDC 106 OST-8004-401
Career Enhancement

Apple Pages, Numbers & Keynote Made Easy
Learn to use Apple’s Pages, Numbers and Keynote software to create documents, PDFs, printed publications, spreadsheets and presentations that are certain to impress. The former iWork suite of software is now separate apps that come with your new MAC computer. Use provided templates or start from scratch, each program lets you create unique and engaging documents to help communicate your message more effectively. Need to edit a file while away for your computer? No problem, using iCloud, continue editing a document on your iPhone or iPad and save changes back to iCloud. Visit the BRCC bookstore to purchase the required book.

12:30PM-2:30PM  F  1/8-5/6  3.2 CEUs  $130  Kaczmarek  Hend Co Campus TEDC 106  OST-8008-401

Basic Office Computing - NEW!
Learn the critical skills necessary to meet workforce demands by learning Microsoft’s latest operating system Windows 10, integrated with Microsoft Word, Excel, PowerPoint and Google Drive. You will learn how to manage windows and folders, sort and filter files, create and save folders both on the local PC and the Cloud, along with file sharing from the internet. Learning will be reinforced with plenty of illustrations and practical, hands-on projects. Some computer knowledge would be helpful. Please bring a USB drive and notebook to first class.

12:30PM-3:30PM  W  2/3-3/23  2.4 CEUs  $75  Kaczmarek  Hend Co Campus TEDC 303  CIS-8009-401
9:00AM-12:00PM  W  2/3-3/23  2.4 CEUs  $75  Duval  Trans Co Campus TRCT 220  CIS-8009-421

Computer Security Basics - NEW!
Gain an understanding of workplace computer security and how to safeguard a computer and our business from outside attacks. Data security is an urgent need for all businesses-big and small. This course helps you better understand the risks and protection available for disasters such as malware, hackers, flooding, fires and more. Learn how to help protect your data and your computer’s cyber threats.

6:00PM-8:00PM  W  4/6-4/27  0.8 CEUs  $75  Robinson  Hend Co Campus TEDC 201  SEC-8000-401

Computer Survival Skills - NEW!
Learn how to format your hard drive and return it to its original factory settings, back-up your hard drive, update drivers, BIOS and firmware. Keep your computer updated running smoothly. Learn how to prevent and/or fix viruses, malware and Adware. Every website you visit deposits a program on your hard drive called a ‘cookie’. Some are just remembering you for when you visit again, some are tracking your shopping habits and some are just downright malicious. This course will teach what you need to know to survive them. You’ll learn to install your printers, scanners and other devices in sync with your home computer and how to set up passwords, security settings and other user friendly protections.

5:30PM-7:30PM  TH  1/14-2/4  0.8 CEUs  $75  Pressley  Hend Co Campus GENS 105  CIS-8003-401
5:30PM-7:30PM  M  2/22-3/14  0.8 CEUs  $75  Pressley  Hend Co Campus GENS 105  CIS-8003-402

Getting Familiar With Excel- New!
Microsoft Excel is the leading industry standard for spreadsheets. In this 6-hour course, students will gain an understanding of a wide range of program features that bring greater results from spreadsheets. Learn the fundamentals of Excel such as formulas and functions, graphs and charts, formatting, multiple worksheets and file organization.

5:30PM-8:30PM  MW  5/2-5/4  0.6 CEUs  $75  Schmieder  Hend Co Campus TEDC 302  OST-8002-401

Getting Familiar with Word- New!
Learn to use Microsoft Word to create professional business documents. In this 6-hour course, students will gain a practical approach to some of the features of Microsoft Word including the Office ribbon, mail merge, tables, proofreading and formatting tools.

5:30PM-8:30PM  MW  5/9-5/11  0.6 CEUs  $75  Schmieder  Hend Co Campus TEDC 302  OST-8003-401

Google Basics - NEW!
Gain hands-on learning with the Google Productivity Suite of Gmail, Google Calendar and Google Drive (compare to MS Outlook). Learn to easily send, receive and manage Gmail, to create, share and maintain multiple Gmail calendars and create, share and save documents and spreadsheets in Google Drive. You must have a Gmail account set up prior to attending class.

12:00PM-2:00PM  F  1/22-2/12  0.8 CEUs  $75  Czarnecki  Hend Co Campus TEDC 305  OST-8006-401
Google Drive - NEW!
Learn how to use some of Google’s powerful tools such as Google Drawings, Cloud Folders and Files, Docs, Forms, Google Photos, Slides and Google Sheets (compare to MS Office Productivity Suite and One Drive) and My Maps. Google Drive allows slides and spreadsheets to be easily authored and shared. Google Drawings helps create flyers and newsletters. You must have a Gmail account prior to attending class.

5:30PM-7:30PM TH 3/3-3/24 0.8 CEUs $75 Czamecki Hend Co Campus TEDC 305 OST-8007-402

Introduction to Photoshop Elements
Learn to use Photoshop Elements to quickly import, edit and enhance photos, create printed and online albums to share and organize for an office or company. Take photos from ordinary to extraordinary quickly and easily with Elements’ Guided Edits and explore custom effects and filters. Learn to organize photos for quick and easy use in print, on a webpage or to share on social sharing sites like Facebook.

5:30PM-8:00PM M 1/11-5/9 4 CEUs $130 Kaczmarek Trans Co Campus TRCT 220 SGR-8003-431

Learn Microsoft Office 2013
Gain the skills needed to navigate the updated programs of Word, Excel, PowerPoint and other applications of the new Microsoft Office 2013. Has your office updated to the latest Windows Office? We can help you meet the challenge. Please visit the BRCC bookstore to purchase the required book before class begins.

5:30PM-8:30PM TH 1/7-5/12 4.8 CEUs $130 Schmieder Hend Co Campus TEDC 302 OST-8001-401

Linux/UNIX Single User - NEW!
Learn the Linux file system, group administration and system hardware controls. Topics include installation, creation and maintaining file systems, NIS client and DHCP client configuration, NFS, SMB/Samba, Configure X, Gnome, KDE, basic memory, processes and security. Please visit the BRCC bookstore to purchase the required book.

10:00AM-11:00AM MW 1/11-5/9 6.4 CEUs $185 Barry Hend Co Campus TEDC 214 NOS-8003-411

Macintosh Basics
Learn basic Macintosh terminology and the OS9 operating system. You will learn how to organize, save and open documents as well as find files and web pages using Sherlock. In this class you will learn hardware add-ons, including printers, storage devices, digital cameras and scanners. We will also review simple maintenance and repair techniques that will enhance your Mac’s performance. No text required.

3:00PM-6:00PM T 1/12-3/1 2.4 CEUs $75 Kaczmarek Hend Co Campus TEDC 106 CIS-8007-411

More Macintosh
Gain an understanding of more advanced Macintosh applications and programs including iPhoto, Pages, Keynote and Numbers from the Apple iLife and iWork software packages. Prior to taking this course, you must have a basic understanding of the Macintosh operating system (new Mac users should begin by taking the Mac Basics course.) No text required.

3:00PM-5:00PM T 3/8-3/15 1.6 CEUs $75 Kaczmarek Hend Co Campus TEDC 106 CIS-8008-411

Microsoft Excel
Learn to enter, calculate, analyze and visually represent numerical data with customized charts, create and edit worksheets, manipulate formulas and functions and format cell properties. Microsoft Excel is the most prominent spreadsheet program in today’s business world. Professionals in all career fields are now expected to have a comfortable working knowledge of Excel and this class will ensure you understand the basics. Please visit the BRCC bookstore to purchase the required book before class begins.

5:30PM-8:30PM M 1/25-3-14 2.4 CEUs $75 Schmieder Hend Co Campus TEDC 302 OST 8000-401
6:00PM-9:00PM T 1/26-3/15 2.4 CEUs $75 Sprouse Trans Co Campus TRCT 220 OST-8000-431

Instructor Spotlight
Matthew Schmieder
Matthew Schmieder is a local accountant and small business owner. He is a graduate of Hendersonville High School and a bachelor’s and master’s Accounting degree recipient from Western Carolina University. Teaching courses such as QuickBooks, Microsoft Excel, Microsoft Windows 8 and Microsoft Office, he can frequently be seen around BRCC’s campus.

Career Enhancement
For more information, call (828) 694-1735 or e-mail ewdce@blueridge.edu
Career Enhancement

Networking & Network + Certification
Learn the basic principles of computer networking and administration including designing a business computer network, configuring a router, setting up a network printer and creating a network workgroup. This course will focus on network topologies, the OSI Seven-Layer model and modern network operating systems. Upon completion of this course you will have the knowledge and experience necessary to sit for the Network+ Certification exam. Please visit the BRCC bookstore to purchase required book before class begins.

5:30PM-9:30PM  M  1/11-5/9  6.4 CEUs  $185  Christensen  Hend Co Campus TEDC 303  NET-8000-401

QuickBooks & Accounting Basics
Learn the basics of QuickBooks Pro, a comprehensive accounting and financial software system used in many small to mid-sized businesses. This course includes accounting basics in order to better understand the applications and processes in QuickBooks as well as the importance of applying these basics to any business. This course is relaxed, informative and for beginners and those who want to enhance their basic accounting and QuickBooks knowledge. Please visit the BRCC bookstore to purchase the required books before class begins.

6:00PM-8:30PM  T  1/12-5/3  4 CEUs  $130  Schmieder  Hend Co Campus TEDC 302  ACC-8112-401

Routing and Switching II - NEW!
Learn WAN theory and design, WAN technology, PPP, Frame Relay, ISDN and additional case studies. Topics include network congestion problems, TCP/IP transport and network layer protocols, advanced routing and switching configuration, ISDN protocols, PPP encapsulation operations on a router. Upon completion students will be able to provide solutions for network routing problems, identify ISDN protocols and describe the Spanning Tree protocol. Prerequisite: Routing and Switching I. Please visit the BRCC bookstore to purchase the required book

11:00AM-12:15PM  TTH  1/7-5/10  8 CEUs  $185  Barry  Hend Co Campus TEDC 214  NET-8003-411

Routing Basics - NEW!
Learn initial router and protocol configuration, router software management, TCP/IP and access control lists (ACLs). Upon completion students will have an understanding of routers and their role in WANs, router configuration, routing protocols, TCP/IP, troubleshooting and ACLs. Prerequisite: Networking Basics. Please visit the BRCC bookstore to purchase the required book.

9:30AM-10:45AM  TTH  1/7-5/10  8 CEUs  $185  Barry  Hend Co Campus TEDC 214  NET-8001-411

Website Design Using Google Sites - NEW!
Learn the easiest way to make information accessible to people who need quick, up-to-date access through Google Sites. Add file attachments, information from other Google applications like Google Docs, Google Calendar, Google Maps and YouTube and new free-form content. The cost of the course includes a domain and Google for Work subscription for one year only. There is an annual yearly cost to maintain the domain and Google for Work subscriptions that cost approximately $72 that must be maintained by the student after the first year.

12:00PM-3:00PM  F  4/8-4/29  $147  Czarnecki  Hend Co Campus TEDC 305  SEF-8572-401

Windows 10 - NEW!
Get familiar with the computer concepts accessible in the Microsoft Operating System, Windows 10. Organize the items in the new Start Screen, manipulate applications, and user interface along with navigating the file system, control panel and more. You will begin your exploration by learning general computer concepts, multitasking techniques, file management and how to use the cloud for your workplace. Find out how new features work and why they work that way. This class is for beginner to intermediate users new to Windows 10. Please visit the BRCC bookstore to purchase the required books before class begins.

9:00AM-12:00PM  W  1/13-3/2  2.4 CEUs  $75  Kaczmarek  Hend Co Campus TEDC 303  NOS-8000-411

9:00AM-12:00PM  F  2/26-4/29  2.4 CEUs  $75  Duval  Trans Co Campus TRCT 220  NOS-8000-421

5:30PM-8:30PM  W  3/9-5/4  2.4 CEUs  $75  Kaczmarek  Trans Co Campus TRCT 220  NOS-8000-531

9:00AM-12:00PM  W  3/16-5/11  2.4 CEUs  $75  Kaczmarek  Hend Co Campus TEDC 303  NOS-8000-412
Complete Your Continuing Education Hours ONLINE

Our instructor-led online courses are informative, fun, convenient, and highly interactive. We focus on creating warm, supportive communities for our learners. New Course sessions begin monthly. Visit our website to view start dates for the courses that interest you.

Below are just a few of our most popular continuing education courses:

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- Teaching Students With Autism: Strategies for Success
- Differentiated Instruction in the Classroom
- Creating K-12 Learning Materials
- Survival Kit for New Teachers
- Spanish in the Classroom

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Windows Administration I - NEW!
Learn to install and administer Windows Server network operating systems. Learn to manage and maintain physical and logical devices, gain access to resources, the server environment, manage users, computers and groups and Manage/Implement Disaster Recovery. Please visit the BRCC bookstore to purchase the required book.

11:00AM-12:00PM MW 1/11-5/9 6.4 CEUs $185 Barry Hend Co Campus TEDC 214 NOS-8002-411

Windows Server Design & Admin II - NEW!
Learn to deploy and administer Windows Server 2012 R2. This course is part II of a two part track designed to help network administrators or those who would like to learn more about Windows server administration develop real-world, job-role-specific skills focusing on deploying and managing network services using Windows Server 2012 R2. The class will build expertise through a series of lessons, hands on exercises and suggested practices. Specifically this course focuses on: installation and configuration of Windows servers, configure server roles and features, configure Hyper-V virtualization, deploy and configure core network services, install and administer active directory, create and manage group policy, deploy servers, server remote management, PowerShell capabilities, deploying domain controllers and network administration. It also covers the content of Microsoft certification exam 70-410. Master the skills to prepare yourself for the MCSA certification exam after completing Part I and Part II. This course is open to anyone with a desire to learn and feels comfortable using a computer.

5:30PM-9:30PM TH 1/7-5/12 6.4 CEUs $185 Christensen Hend Co Campus TEDC 303 NOS-8001-402

More computer courses can be found under Computers in the Personal Enrichment Section.

Craft Beer Academy
To register for the courses listed below, see page 46. For information about enrolling in the following courses, contact Cecile at (828) 883-2520 or email ceciled@blueridge.edu. Students must be 21 years or older to enroll in these course.

Blue Ridge Online Brew School
Learn what it takes to become a craft beer brewer with this combination online and onsite craft beer brewing course. Combine weekly online instruction with one half day session at the Oskar Blues Brewery in Brevard, NC. Gain an unparalleled, online and in-person look into the world of craft beer brewing with instruction from knowledgeable and experienced brewers. Upon completion of this course, participants will be prepared to take the IBD ‘General Certificate in Brewing’ exam (registration process and fee information explained in class). The IBD exam will take place at Blue Ridge Community College Campus at the end of the semester. For this course, you must register by mail or in person and be at least 21 years old.

Internet 1/7-4/27 4.9 CEUs $131.30 Mixon ISC-8356-201

Instructor Spotlight
Marc Czarnecki

Although Marc Czarnecki is not a king of the web technology universe, he is an Appalachian State University marketing and management business major with decades of web technology. Having supported thousands of individuals and business with small-to-large software changes; Marc found a need for a help-reference to navigate volumes of innovative and highly-dynamic technology topics. Special focuses are on Google topics as it continues to provide highly successful competition against Apple, Amazon, Microsoft and Yahoo.

Career Enhancement
For more information, call (828) 694-1735 or e-mail ewdce@blueridge.edu
Career Enhancement

BRCC Brew School @ Oskar Blues

Learn what it takes to become a craft beer brewer with this unique and innovative method of instruction with Oskar Blues-a leading craft beer brewery in Brevard, NC. Combine weekly classroom and onsite brewery experience to gain a thorough understanding of each of the stages of the brewing process. Hear from professional brewers and work alongside Oskar Blues employees to bring your classroom instruction to life. The class will also brew their own batch for sampling in the brewery’s tasting room. Upon completion of this course, participants will be prepared to take the IBD ‘General Certificate in Brewing’ (GCB) exam.

6:00PM-9:00PM  MW  1/11-5/9  9.6 CEUs  $181.30 Weber  Trans Co Campus TRCS 140/Oskar Blues ISC-8357-431

Sensory Analysis of Craft Beer

Prepare to become a certified beer judge by learning about the brewing process at Oskar Blues Brewery, studying the Beer Judge Certification Program (BJCP) exam guide and tasting different beer styles including ‘off’ flavors. At the conclusion of the course, students will take the BJCP Beer Judge Entrance Exam. Upon completion of this exam, you will be a Provisional Judge and can sign up for the BJCP Beer Judging Examination to become a BJCP member and certified beer judge. For this course, you must be at least 21 years old. Off-Campus location, please see page for address.

6:00PM – 9:00PM  TH  1/12-2/25  4.2 CEUs  $181.30 Dunnavant  Oskar Blues ISC-8355-431

Culinary

To register for the courses listed below, see page 46. For information on courses scheduled for the Henderson County Campus, contact Olga at (828) 694-1742 or email oa_gonzalez@blueridge.edu. For information on courses scheduled for the Transylvania County Campus, contact Cecile at (828) 883-2520 or email at ceciled@blueridge.edu.

4-Hour ServSafe Food Safety Manager Review

This class will review information from the National Restaurant Association’s (NRA) ServSafe Manager 6th Edition Book before taking the proctored two hour 09-ServSafe Food Protection Manager Certification Examination. North Carolina 15A .2600 Rules Governing Food Protection and Sanitation of Food Establishments states that food service establishments must have a certified manager present at all times of operation. Food establishments will receive a deduction of two points on food safety inspection scores if this requirement is not met. The student will be responsible for reading and performing all book related activities prior to attending the course. Please visit the BRCC bookstore to purchase required answer sheet before class begins.

8:00AM-12:00PM  M  3/21-3/21  0.4 CEUs  $70 Smith  Trans Co Campus TRCS 149 HOS-8086-521

Emergency Services

Emergency Medical Services

To register for the courses listed below, please pick up information/registration packet at the Henderson County Campus or Transylvania County Campus. For more information, contact Kay at (828) 694-1655 or email mk_houston@blueridge.edu.

EMS 8004 - Emergency Medical Technician - Basic

Training is designed to prepare the student to work in the emergency medical field at the entry level and prepares them to advance into the EMT-Paramedic class. This course follows the guidelines set forth by the NC Office of Emergency Services. The curriculum for this program will be the United States Department of Transportation (US DOT) National Highway Traffic Safety Administration (NHTSA) EMT-Basic Course: National Standard Curriculum and the Supplemental Airways Modules for EMT-Basic. Prerequisite: Copy of High School Diploma or High School Equivalency or at least 10th grade level on a Comprehensive Reading exam.

TIPS® (Training for Intervention Procedures) is the global leader in training for responsible service, sale, and consumption of alcohol. Proven effective by third-party studies, TIPS is designed to prevent intoxication, underage drinking, and drunk driving.

- Help workers avoid serving alcohol to minors
- Staff Professionalism - TIPS training enhances the skills of your employees who in turn offer improved service to your customers.
- Reduce human tragedy resulting from drunkenness and drunk driving.

Give your staff the tools and education to provide better customer service, reduce intoxication, lower drunk driving, and reduce legal and insurance claims for your establishment by attending this training.
EMS 8006 – Emergency Medical Technician - Intermediate
This course is a fast paced class that will prepare the student to administer certain medications and perform advanced life saving skills in the emergency medical field. The curriculum for this class shall be objectives identified from the release of the US DOT NHSTA EMT-Paramedic Course.

EMS 8051 - Emergency Medical Technician - Paramedic Part 1
This course must follow the guidelines established by the NC Office of EMS. The curriculum for the EMT-Paramedic educational program shall be the United States Department of Transportation (US DOT) National Highway Traffic Safety Administration (NHTSA) EMT-Paramedic Course: National Standard Curriculum. Prerequisites: successful completion of an EMT-Basic course; high school diploma or High School Equivalency (formerly GED); successful completion of an entrance exam assessing basic reading comprehension and English skills at a minimum at the post-secondary grade level; demonstration of math skills at a minimum at the high school grade level. Recommended hours: 596 didactic; 100 clinical; 400 field internship. Pre- or Corequisite course: EMS 8000 Anatomy and Physiology.

EMS 8052 - Emergency Medical Technician - Paramedic Part 2
This course must follow the guidelines established by the NC Office of EMS. The curriculum for the EMT-Paramedic educational program shall be the United States Department of Transportation (US DOT) National Highway Traffic Safety Administration (NHTSA) EMT-Paramedic Course: National Standard Curriculum. Prerequisites: successful completion of an EMT-Basic course; high school diploma or High School Equivalency (formerly GED); successful completion of an entrance exam assessing basic reading comprehension and English skills at a minimum at the post-secondary grade level; demonstration of math skills at a minimum at the high school grade level. Recommended hours: 596 didactic; 100 clinical; 400 field internship. Pre- or Corequisite course: EMS 8000 Anatomy and Physiology and EMS 8051.

EMS 8000 – Anatomy & Physiology for EMS
This course provides a basic study of the structure and function of the human body. The curriculum for Anatomy and Physiology course shall be objectives from Appendix E of the United States Department of Transportation (US DOT) National Highway Traffic Safety Administration (NHTSA) EMT-Paramedic: NSC. Topics include a basic study of the body systems as well as an introduction to homeostasis, cells, tissues, nutrition, acid-base balance, and electrolytes. Upon completion, students should be able to demonstrate a basic understanding of the fundamental principles of Anatomy and Physiology. This course is a prerequisite for EMS 8051: Emergency Medical Technician - Paramedic Initial.

EMS 8001 - Medical Responder
This course must follow the guidelines established by the NC Office of EMS. The curriculum for the Medical Responder educational program shall be the United States Department of Transportation (US DOT) National Highway Traffic Safety Administration (NHTSA) First Responder Course: National Standard Curriculum. Prerequisites: High school diploma or High School Equivalency (Formerly GED); or successful completion of an entrance exam assessing basic reading comprehension skills at a minimum at the tenth grade level.

Fire and Rescue
To register for the courses listed below, see page 46. For information on the courses listed in this section, call (828) 694-1786 or email m_coggins@blueridge.edu.

Blue Ridge Community College Fire and Rescue Program offers a variety of initial and in-service refresher training for firefighters and rescue employees working in the field. Many of these classes are required for certification through the Office of the State Fire Marshal. These courses include:

- Aerial Operations
- Driver Operator
- Firefighter I and II
- Fire Life Safety Educator
- Technical Rescue

Henderson County Fire and Rescue Rookie Academy
This Academy is offered in cooperation with the Henderson County Fire and Rescue Association. This program for inexperienced fire and rescue workers allows students to earn North Carolina OSFM Firefighter I and II certification and North Carolina OSFM Technical Rescuer certification. The Academy is offered at different times throughout the year. Fire and Rescue offers a variety of homeland security and specialized classes. Please visit our website for more information at www.blueridge.edu/continuing-education/emergency-services.
Career Enhancement

Environmental and Safety Training

To register for the courses listed below, see page 46. For information about enrolling in the following courses, contact Monique at (828) 694-1744 or moniquee@blueridge.edu.

Hazardous Materials

24 Hour Moderate Risk HAZWOPER Online
OSHA-required training meeting the requirements of 29 CFR 1910.120 for HAZMAT technicians needing 24 hour Moderate Risk certification. All course work will be completed online. Students will receive sign-on ID and password by e-mail on the course start date.

| Internet | 2/8-2/26 | 2.4 CEUs | $70 | SEF-8409-201 |
| Internet | 4/4-4/22 | 2.4 CEUs | $70 | SEF-8409-202 |

40 Hour Hazwoper Hazardous Waste Operation - Hybrid
OSHA-required 40 Hour HAZWOPER certification meeting the requirements of 29 CFR 1910.120 for hazardous waste site personnel, supervisors, and managers. Students must complete all online course lessons and quizzes before coming to the hands-on at BRCC campus. Required hands-on component will be March 23rd, 2016 in ARTS 120. Final exam will be completed during the hands-on session. Please visit the BRCC bookstore to purchase required books and supplies before class begins. Students will receive sign-on ID and password by e-mail on the course start date.

8:00AM-5:00PM  W  3/2-3/23  4 CEUs  $125  Heinemann  Hend Co Campus ARTS 120  SEF-8408-203

HAZWOPER Refresher
OSHA-required refresher for students who have completed HAZWOPER 40 Hour and/or 24 Hour Spill Response certifications. Training as specified in 29 CFR 1910.120.

8:00AM-5:00PM  W  2/24-2/24  0.8 CEUs  $71.30  Heinemann  Hend Co Campus ARTS 120  HAZ-8068-401

HAZWOPER Refresher Online - 8 Hours
OSHA-required refresher for students who have completed HAZWOPER 40 Hour and/or 24 Hour Spill Response certifications. Training as specified in 29 CFR 1910.120. All course work will be completed online. Students will receive sign-on ID and password by e-mail on the course start date.

| Internet | 2/1-2/12 | 0.8 CEUs | $70 | SEF-8407-201 |
| Internet | 3/7-3/18  | 0.8 CEUs | $70 | SEF-8407-202 |
| Internet | 4/18-4/29 | 0.8 CEUs | $70 | SEF-8407-203 |

OSHA

OSHA for Construction Compliance - NEW!
Learn OSHA Construction standard (29cfr1926) and requirements for construction accident investigations. In this course, you will gain the skills necessary to conduct formal accident, injury and near miss investigations and learn accident prevention steps using Kiken Yochi. Kiken Yochi is a process to identify hazards, predict incident and consequence potential and identify appropriate controls to promote a safer work environment.

8:00AM-3:00PM  TH  2/11-3/17  2 CEUs  $70  Clements  Hend Co Campus SPRM 170  OSH-8062-401

Wastewater Recertification

Students will explore the rudiments of wastewater treatment. The topics of this course include general issues operators face when disinfecting wastewater. Approved by NC DENR for ten (10) recertification hours for wastewater operators only. Along with reading assignments from the text, each course is enhanced with audio, up-to-date photographs, interactive exercises and online links related to the course topics. Students will receive sign-on ID and password by e-mail on the course start date. All course work will be completed online. Please provide your wastewater operator certification number on the registration form.

| WW-Suspended Growth Systems Online | Internet | 1/11-1/22 | 1 CEUs | $70 | SEF-8400-201 |
| WW Treatment-Fixed Film Process Online | Internet | 2/1-2/12 | 1 CEUs | $70 | SEF-8401-201 |
| WW Treatment-Pollution Control Online | Internet | 2/15-2/26 | 1 CEUs | $70 | SEF-8402-201 |

| WW Treatment-Pond Systems Online | Internet | 2/29-3/11 | 1 CEUs | $70 | SEF-8403-201 |
| WW-Preliminary Treatment Online | Internet | 3/14-3/25 | 1 CEUs | $70 | SEF-8404-201 |
| WW-Primary Treatment Online | Internet | 4/4-4/15 | 1 CEUs | $70 | SEF-8405-201 |
| WW Treatment-Disinfection & Chlorination Online | Internet | 4/18-4/29 | 1 CEUs | $70 | SEF-8406-201 |
### Water & Wastewater Recertification
Approved by NC DENR for six (6) recertification hours for water and wastewater operators. Topics include pump piping systems, basic pump hydraulics, normal operations and abnormal operations. Please bring your operator certification card(s) to class.

**Basic Pump Hydraulics & Operating Conditions**
- **8:00AM-3:00PM** TH 1/28-1/28 0.6 CEUs $70 Edwards Hend Co Campus ARTS 120 WAT-8209-501

**Disinfection**
- **8:00AM-3:00PM** TH 2/11-2/11 0.6 CEUs $70 Edwards Hend Co Campus ARTS 120 WAT-8203-501

**Electrical Fundamentals**
- **8:00AM-3:00PM** TH 2/25-2/25 0.6 CEUs $70 Edwards Hend Co Campus ARTS 120 WAT-8206-501

**Math Refresher**
- **8:00AM-3:00PM** TH 3/3-3/3 0.6 CEUs $70 Edwards Hend Co Campus ARTS 120 WAT-8204-501

**Process Control**
- **8:00AM-3:00PM** TH 3/17-3/17 0.6 CEUs $70 Edwards Hend Co Campus ARTS 120 WAT-8200-501

**Pump Types, Components and Repair**
- **8:00AM-3:00PM** TH 4/21-4/21 0.6 CEUs $70 Edwards Hend Co Campus ARTS 120 WAT-8208-501

**Utility Cave-In Protection-Competent Person Training**
- **8:00AM-3:00PM** TH 4/28-4/28 0.6 CEUs $70 Edwards Hend Co Campus ARTS 120 WAT-8207-501

### Horticulture
To register for the courses listed below, see page 46. For information about enrolling in the following courses, contact Monique at (828) 694-1744 or moniquee@blueridge.edu.

**Intro to Viticulture - NEW!**
Learn about the wine industry and grape growing methodology. This course will focus on climate, rootstock cultivars, anatomy and physiology. You will learn the history and distribution of grapes, soil requirements and common diseases and pests. Gain an overall understanding of grapes, growing and the viticulture industry. Please visit the BRCC bookstore to purchase books and supplies before the class begins.
- **11:00AM-12:30PM** TTH 1/7-5/10 8 CEUs $181.30 Evans Hend Co Campus SPRM 106 HOR-8317-401

**Landscape Irrigation - NEW!**
Learn the basics of irrigation design, layout and installation. Gain an understanding of the steps necessary to perform a site analysis, determine what irrigation is needed and proper installation for plant growth and maintenance. Please visit the BRCC bookstore to purchase required books and supplies before class begins.
- **4:30PM-6:30PM** TTH 1/7-5/10 6.4 CEUs $181.30 Evans Hend Co Campus SPRM 106 HOR-8315-401

**Landscape Management I - NEW!**
Learn the information and skills necessary to analyze a property and develop a management schedule. Emphasis is placed on property measurement, plant condition, analysis of client needs and plant culture needs. Please visit the BRCC bookstore to purchase required books and supplies before class begins. Off-Campus location, please see page 44 for address.
- **6:30PM-8:30PM** MW 1/11-5/9 6.4 CEUs $181.30 Evans Hend Co Campus SPRM 106 HOR-8316-401

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**Now Offering Classes at the Fletcher Town Hall and YMCA**
We now offer classes in the Fletcher area: Art, Hula, Jewerly Making, Photography, SHRM and more.

For more information, call Olga at (828) 694-1742 or email at oa_gonzalez@blueridge.edu.

For a list of classes visit blueridge.edu/fletcher

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**OSHA Job Safety and Health**
IT’S THE LAW

Let BRCC provide OSHA training to your employees. Listed below are some of the common trainings we can provide. Call us when you need training whether on one of these subjects or another. Renew your commitment to a Safe Workplace!

- OSHA 10 for General Industry
- OSHA 10 for Construction
- OSHA Record Keeping and Reporting
- Forklift Accident Investigation
- Fall Protection Trenching and Excavating

Training can be held at your location or ours. Contact Monique at (828) 694-1744 or moniquee@blueridge.edu for more information.

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**Career Enhancement**
For more information, call (828) 694-1735 or e-mail ewdce@blueridge.edu
Career Enhancement

**Health Care**

Register in person for all Health Science classes on the following registration days (must have all required forms and completed immunizations)

Henderson County Campus (Sink Building Room 222): Monday, Wednesday and Friday 9 to 11 a.m. and 2 to 4 p.m.

Transylvania County Campus (Straus Building): First Friday of the month 9 a.m. to 12 p.m. and Third Tuesday of the month 1 to 3:30 p.m.

Contact Judilyn at (828) 694-1750 or email j_burns6366@blueridge.edu. Check [www.blueridge.edu](http://www.blueridge.edu) under Allied Health for class schedules and printable medical forms. Scholarships are available through NCWorks in the Continuing Education building.

**Information Sessions:**

All interested individuals should attend one of the free information sessions to receive important registration and enrollment information: Doors close at 10 a.m. All sessions are from 10 a.m. to 12 p.m. Available dates are on BRCC website.

**Nurse Aide I Orientation**

This orientation class is required for all Nurse Aide students. You will explore your career choice, test your entry level skills and learn valuable job search skills. Upon successful completion of this course, you will be given the packet of information to register for the Nurse Aide I class. Students must register in person for this class.

**Nurse Aide I**

Learn to provide personal care and perform basic nursing skills for the elderly and other adults. Emphasis is on the process of aging, including mental, social and physical needs of the elderly: patients’ rights, nutrition management, disease/disorders, human body structure and function, etc. Upon successful completion of this course, you will receive documentation for how to apply for the State Nurse Aide Competency Exam. BRCC is an approved PearsonVue Testing Center.

**Nurse Aide II**

Learn complex skills such as oxygen therapy, urinary catheterization, and nasogastric and gastronomy feeding procedures. Nurse Aide I is a prerequisite for this class.

**Nurse Aide III**

This refresher course is designed for individuals who have had a previous listing on a North Carolina Nurse Aide Registry, and wish to recertify. Upon successful completion of this course you will receive documentation for how to apply for the State Nurse Aide Competency Testing.

**Medical Assistant - NEW!**

Learn entry-level beginner medical assisting. This course is designed to teach the three aspects of medical assisting: Clinical, Administrative and Laboratory. A student must be 18 years old, have a HS diploma or GED and a current CPR card to enroll. BRCC is an approved testing site for NHA to obtain a CCMA certificate. NHA and their certification exams are accredited by CAAHEP.

**Medical Assistant Prep Review - NEW!**

This 53-hour course is designed to review the three aspects of Medical Assisting: Clinical, Administrative and Laboratory for the student to begin to prepare for the National Certification Exam. A minimum of one year supervised work experience in the health field is required. BRCC is an approved testing site for NHA to obtain a CCMA certificate. NHA and their certification exams are accredited by CAAHEP.

**Medication Aide**

Learn to become a qualified Medication Aide. The course will cover the six rights of medication administration for non-licensed personnel. Topics include oral medication administration, terminology and legal implications. Upon successful completion, you will have the knowledge and skills to take the state Medication Aide Competency Exam. Nurse Aide I is a prerequisite for this class.

**Phlebotomy**

Learn the process for obtaining blood and other lab specimens. Topics include: history of phlebotomy, legal issues, OSHA and infection control, steps in performing proper venipuncture and skin puncture procedures, specimen results and issues that will affect those results and an overview of the circulatory and respiratory system. You will be able to safely perform procedures necessary for specimen collections on patients in various health care settings and be eligible for national certification as a phlebotomy technician. Nurse Aide I is a prerequisite for this class. Blue Ridge Community College is an ASPT national testing site. Testing sessions are open. Please check ASPT.com for requirements.

**Phlebotomy Prep Review - NEW!**

Brush up on your Phlebotomy skills earn CEUS for license renewals and become CPT certified. This 30 hour class is for licensed community members- RN, EMT, CMA, LPN, EMS and PA. A student must have 1 year work experience (documented), 30 venipunctures and 10 capillary sticks on live individuals (documented).
## Languages

To register for the courses listed below, see page 46. For more information, contact Nancy at (828) 694-1731 or email nancyb@blueridge.edu.

### Beginning Spanish I

Learn to acquire the basic skills necessary to listen, speak, read, write and understand Spanish and the Hispanic culture. Course includes the alphabet, pronunciation, rules of stress and accent, gender and plural nouns, definite articles, numbers, days of the week, months of the year, parts of the body, personal subject pronouns, conjugation of present tense regular verbs and common conversational phrases.

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### Beginning Spanish II

Continue to establish a foundation for learning the Spanish language by building vocabulary and learning basic grammar points: the simple negative, interrogatives, the verb ‘to be,’ expressions using the verb ‘tener’, prepositions, time and the weather. Prerequisite: Beginning Spanish I or equivalent proficiency.

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### Beginning Spanish III

Continue to develop listening, speaking, reading and writing skills. The main points to be covered include: irregular present tense verbs, cardinal and ordinal numbers, shortened forms of adjectives, possessive adjectives, demonstrative adjectives, and vocabulary related to times, dates, holidays, family, friends and occupations. Prerequisite: Beginning Spanish II or equivalent proficiency. Off-Campus location, please see page 44 for address.

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### Beginning Spanish Conversation

Review the grammar and vocabulary learned in Beginning Spanish I, II, and III with conversation as the focus. Rules of stress, accent, gender, plural nouns, definite articles, personal subject pronouns, conjugation of present tense regular verbs, common conversational phrases, simple negative, interrogatives, verb ‘to be,’ and ‘tener’, prepositions, irregular present tense verbs, cardinal and ordinal numbers, shortened forms of adjectives, possessive and demonstrative, numbers, days, months, weather, time, body parts, family, friends, occupations, clothing, city locations, ordering in a restaurant and shopping. Prerequisite: Beginning Spanish III or equivalent proficiency. Off-Campus location, please see page 44 for address.

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### Intermediate Spanish I

Continue to grow in your knowledge of the Spanish language. Learn stem changing verbs, commands, adverbs and topical vocabulary. Prerequisite: Beginning Spanish Conversation or equivalent proficiency.

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### Intermediate Spanish II

Continue to add to your knowledge of the Spanish language. Direct and indirect objects, ‘gustar’, ‘por’ and ‘para’ and topical vocabulary will be covered. Prerequisite: Intermediate Spanish I or equivalent proficiency. Off-Campus location, please see page 44 for address.

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### Intermediate Spanish III

Continue to practice present and past tense forms, learn the present progressive tense, work with reflexive verbs and study topical vocabulary. Prerequisite: Intermediate Spanish II or equivalent proficiency. Off-Campus location, please see page 44 for address.

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Career Enhancement

Intermediate Spanish Conversation
This course will be a review of the grammar and vocabulary learned in the Intermediate Spanish 1, 2, and 3, with an emphasis on conversation: stem changing verbs, commands, adverbs, direct and indirect objects, gustar, ‘por’ and ‘para’, preterite tense and topical vocabulary. Prerequisite: Intermediate Spanish 3 or equivalent proficiency.
6:00PM-8:30PM  TH  1/7-3/3  2 CEUs  $70  Harney  Hend Co Campus ARTS 104  FLI-8752-411

Advanced Spanish I
You will focus on the imperfect tense and compare its uses with those of the preterit tense. Continue to learn new vocabulary by topic. Prerequisite: Intermediate Spanish Conversation or equivalent proficiency.
6:00PM-8:30PM  TH  3/10-5/12  2 CEUs  $70  Harney  Hend Co Campus ARTS 104  FLI-8756-511

Spanish Composition Through Literature I - NEW!
Acquire new vocabulary and grammar as well as reading and writing fluency in this advanced composition and beginning literary analysis class. You will also focus on Latin America in this course in order to gain a better understanding of its culture and customs. Off-Campus location, please see page 44 for address.
10:00AM-12:30PM  T  1/12-5/3  4 CEUs  $125  Tierson  Vision Jesus  FLI-8793-800

Spanish Literature & Culture II
Read literature to acquire new vocabulary and grammar, focusing on Argentina and Columbia to learn more about their culture and customs.
6:00PM-8:30PM  M  1/11-5/9  4 CEUs  $125  Tierson  Hend Co Campus GENS 104  FLI-8789-411

Law Enforcement (BLET)
To register for the courses listed in this section, visit www.blueridge.edu/blet.
For information, contact Sherry at (828) 694-1760 or email sherryc@blueridge.edu.

Basic Law Enforcement Training
Basic Law Enforcement Training (BLET) is designed to give students the essential skills required for entry-level employment as law enforcement officers with the state, county, or municipal governments, or private enterprise. The course is comprised of 36 separate blocks of instruction to include topics such as Firearms, Driver Training, Motor Vehicle Law, and Arrest, Search and Seizure. The BLET course is filled with practical exercises and an extensive ethics section that is woven throughout the training experience. Successful graduates are qualified to take the certification examination as mandated by the North Carolina Criminal Justice Education and Training and Standards Commission and or North Carolina Sheriff’s Education and Training and Standards Commission. This program-certification is a prerequisite to be a sworn law enforcement officer in the state of North Carolina.

Who should enroll?
Self-motivated individuals with a desire to serve the community.
Those who strive for a fulfilling career.
Individuals wanting a multifaceted career path in Law Enforcement.
Those who meet the requirements of enrollment.

Please call (828) 694-1762 to schedule the required reading test. Entrance requirements are provided in detail within the BLET student application. You may print all required enrollment documents and read more program details at blueridge.edu/blet

Contact Information: BLET Coordinator: Debi Ward (828) 694-1762 or df_ward@blueridge.edu

Day BLET Program Begins January 2016 and May 2016
Length is 4 months--Enables the student to complete the program in half the time of a traditional evening program. Class meets Monday through Friday 8 a.m. until 6 p.m. (adjustment hours made for night training requirements). Physical training is three days a week from 6 to 7 p.m. for approximately three months.

Evening BLET Program Schedule-September 2016
Length is approximately 7 months
Class meets Monday through Friday 6 to 11:15 p.m. (with a few adjustment to hours made for day training requirements, such as Patrol Techniques and Driver’s Training).
Some Saturday classes are required.
Medical Office

To register for the courses listed below, see page 46. For information about enrolling in the following courses, contact Olga at (828) 694-1742 or email oa_gonzalez@blueridge.edu.

Electronic Health Records
The need for complete medical information immediately and when needed demanded the innovation of storing the patient’s information electronically. Improvement of patient medical care was, and is, the catalyst for the electronic health record. Students will learn conceptual theory as well as hands-on application needed to work in today’s medical office. Textbook available in the BRCC bookstore.

| Internet | 1/12-3/15 | 3 CEUs | $130 | Johnson | NUR-8247-201 |

ICD-9 & ICD-10 Medical Coding
Develop a firm foundation for ICD-9 and ICD-10 coding, specifically required to understand and apply subsequent ICD codes. In this course, emphasis is placed on a comprehensive application of anatomy, physiology, and interrelationships among organ systems. Textbook available in the BRCC bookstore.

| Internet | 1/12-4/26 | 4.8 CEUs | $130 | Johnson | MED-8036-201 |

Medical Terminology
This course is designed for students in the allied health curriculum who need to know the language of health care. Its purpose is to help you succeed in our chosen health care careers by familiarizing you with how medical words are formed and by providing systemic learning structure. Words are pronounced through your computer speaker. Textbook available in the BRCC bookstore.

| Internet | 1/12-4/26 | 4.8 CEUs | $130 | Johnson | NUR-8235-201 |

Medical/Hospital Billing
This course prepares students for entry level jobs in accounting skills necessary in a doctor’s office or other medical facility. This course includes Front Office Management, Filing Part B HCFA 1500, Filing Part A HCFA 1450, all about Medicare, Medicare Billing problems, Patient Record keeping using Medisoft as Secondary Payer, Medicare and Home Health, Medicare and Women’s Health. Textbook available in the BRCC bookstore.

| Internet | 1/12-4/26 | 4.8 CEUs | $130 | Johnson | MED-8032-201 |

Outdoor Recreation and Leadership
To register for the courses listed below, see page 46. For information about enrolling in courses scheduled for the Henderson County Campus, contact M.C. at (828) 694-1779 or email m_gaylord@blueridge.edu For information on courses scheduled for the Trans Co Campus, contact Cecile at (828) 883-2520 or email ceciled@blueridge.edu.

Basic Outdoor Survival Skills
Draw from the skills that indigenous peoples used for thousands of years and learn how you too can survive in the outdoors. Whether a serious survivalist or an outdoor person that just wants to be prepared, this course combines classroom lessons with in-field learning to develop real world survival skills. Please visit the BRCC bookstore to purchase the required book. Course fee includes a survival kit.

| 5:30PM-8:30PM | MTH | 4/7-5/12 | 3 CEUs | $146.30 | Pressley | Hend Co Campus SPRM 132 SEF-8550-412 |

Introduction to Bicycle Mechanics
Learn the essentials of assembling, adjusting and basic maintenance of today’s high quality bicycles. This course is designed to help prepare students to work as shop assemblers and fleet maintenance personnel. This course will start to prepare you for the BSE Level 1 Certification. Students are required to bring an essential tool kit to the first class (approximate value $50 - list of required tools available upon request). Please bring your bike and tools to the first class.

| 6:00PM-9:00PM | TTH | 1/19-1/21 | 0.6 CEUs | $71.30 | Lathrop | Trans Co Campus TRCT 113 SEF-8545-431 |
| 6:00PM-9:00PM | W | 2/17-2/24 | 0.6 CEUs | $71.30 | Parsons | Hend Co Campus SPRM 156 SEF-8545-401 |
| 6:00PM-9:00PM | TTH | 3/8-3/10 | 0.6 CEUs | $71.30 | Lathrop | Trans Co Campus TRCT 113 SEF-8545-531 |

Instructor Spotlight
Benjamin Pressley

Benjamin ‘RAVEN’ Pressley teaches the skills of the past; primitive, survival and wilderness living skills practiced for generations by Native Americans and aboriginal peoples all over the world.

Raven will be teaching Basic Outdoor Survival Skills at BRCC as a part of the emerging offerings of Outdoor Recreation and Leadership Classes.
Career Enhancement

**Bicycle Mechanics II**
Build on the skills learned in Bicycle Mechanics I in this course that takes you to the next level of bicycle mechanic skills. Learn wheel mechanics and truing, drivetrain install, headset service and adjustments. This course is part two in preparing you for the BSE Level 1 Certification. Students are required to bring an essential tool kit to the first class and the list of required tools will be provided upon registration (approximate value $90). Please bring your bike and tools to the first class.

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**Bicycle Mechanics III - NEW!**
Building on the skills learned in Bicycle Mechanics I and II, this course takes you to the ultimate level of bicycle mechanic skills. Revisit wheel truing and tensioning. Learn bottom bracket overhaul, cable and housing installation, suspension technology and adjustments and bicycle fitting. This course is the final preparation for the BSE Level 1 Certification. Students are required to bring an essential tool kit to class. A supply list will be provided upon registration. Please bring your bike and tools to the first class.

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**Wilderness First Responder Training**
Train to respond to emergencies in remote settings with this nationally recognized program. This course is designed to provide you with the tools to make critical medical and evacuation decisions in remote locations and includes standards for urban and extended care situations. Half of your time will be spent completing practical skills, case studies and scenarios designed to challenge your decision making abilities. Adult CPR is included. Upon successful completion of this course you will receive the WMI Wilderness First Responder and WMI Adult & Child CPR certifications.

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**Real Estate**

To register for the courses listed below, see page 46. For information about enrolling in courses scheduled for the Henderson County Campus, contact M.C. at (828) 694-1779 or email m_gaylord@blueridge.edu.

**Broker Relationships and Responsibilities**
Real Estate Broker required training to assist the provisional broker to meet the 90-hour post-licensing educational requirements set forth by the North Carolina Real Estate Commission. Get 30-hours of post-licensing education. This course consists of high-level advanced instruction covering Agency relationships and duties to principals and third parties, working with sellers and working with buyers. This course also includes issues confronted when agents leave/change firms with the resulting licenses and education concerns. Textbook required: NC Real Estate Manual.

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**Real Estate Selected Topics**
Get 30-hours of post-licensing education. Real Estate Broker required training to assist the provisional broker to meet the 90-hour post-licensing educational requirements set forth by the North Carolina Real Estate Commission. This course consists of high-level advanced instruction covering special topics. It includes land use controls, miscellaneous law issues, sale of undeveloped land and other special topics. Textbook required: NC Real Estate Manual.

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Outdoor Adventure Careers – New!
Blue Ridge Community College is developing an exciting offering of courses for outdoor enthusiasts.
Several Classes are offered this Spring (see pages 29-30) with more courses to be offered this Summer.

For more information about this exciting program visit blueridge.edu/continuing-education/outdoor.

Contact, M.C. Gaylord at (828) 694-1779 or m_gaylord@blueridge.edu.

Small Business Services
For information about the following services listed below, please call (828) 694-1779 or email sbc@blueridge.edu.

Small Business Center (SBC)
The Small Business Center helps with new business start-ups and the growth of existing businesses by providing business education, training, coaching, information and referral. SBC can help evaluate business ideas and write business plans. One of the biggest mistakes you can make is to hurry into a business or business decision. It is important to review the pros and cons of each business or business decision to make sure that it fits your needs, experience and financial capacity. We can assist you with the following:

Start Your Own Business
SBC assists with exploring the pros and cons to starting your own business versus buying an existing business or franchise. A few of our services include assistance with a business plan, company name selection, Website creation and access to capital.

Buy An Existing Business
SBC assists with exploring the pros and cons to buying an existing business versus starting from scratch or a franchise. We can assist you with evaluating an existing business opportunity.

Grow Your Business
SBC assists with growing your business and taking it to the next level. A study in 2010, showed that you are twice as likely to successfully grow your business if you have taken the time to write a business plan.

Plan For Business Succession
SBC assists with the succession planning process to ensure a smoother transition from one generation to the next. Think of business succession planning as broken into three main issues: management, ownership and taxes.

Sell Your Business
SBC assists with advice on selling your business: selling strategy, business valuation, finding a buyer, structuring the deal, financing the deal and completing the deal.

Non-profit Business Assistance
SBC provides business assistance to existing non-profits or clients wanting to set up a new non-profit through the non-profit Business Center. Through the Center, access and search the largest grants database in the country to find money for your non-profit.
Adult Education for College & Literacy

**English Language Acquisition (ELA)**

The ELA program at Blue Ridge Community College is for speakers of other languages. It focuses on academic and workplace English instruction and prepares students to function in an English speaking society.

ELA classes are free and are offered mornings and evenings at the Henderson and Transylvania County campuses. Classes are also offered off campus at the following locations:

- Covenant Presbyterian Church
- Upward Elementary School
- The Family Place (Brevard)

Upon completion of the ELA program, students receive a certificate of completion and transfer to the Adult Basic Education program where they continue to work on their English, math and writing skills at an intermediate level.

*For more information, call Jennifer Jolly at (828) 694-1763.*

Para información en español, llame a Jennifer Jolly al (828) 694-1763.

**Adult Basic and Secondary Education (ABSE)**

The ABSE program focuses on achieving high school level proficiency in the areas of reading, writing, and mathematics. ABSE classes are free and are designed to help students—with or without the high school diploma—become better prepared to enter college or the workforce and to take and pass the High School Equivalency exam.

Academic preparation is combined with college and career readiness and is offered both day and evening at the Henderson and Transylvania County campuses. Morning classes are also offered at the Goodwill Career Center in Hendersonville.

Eligibility: The program is open to all adults over the age of 18. It is open to 16 and 17 year olds who have a signed and notarized affidavit.

*For more information, call Belinda Frantz at (828) 694-1745 or Debbie Fuge at (828) 694-1733.*

**Accelerated Transitions**

Blue Ridge Community College offers accelerated learning opportunities for qualified students who want to train for a career and earn college credits while pursuing the high school equivalency diploma. Enrollment in Accelerated Transitions places students on the path to a better career with higher wage earning potential and improves the student’s employability through the attainment of nationally recognized credentials.

Accelerated Transitions are offered in the following areas:

- Nurse Aide 1; Welding; Office Administration; Computer Integrated Machining; Automotive

*Tuition assistance for Accelerated Transitions is available. For more information, call Tish Blair at (828) 694-1651*
Are you looking for credit courses?

Check our website at blueridge.edu/academics/programs for more information about more than 100 degrees, diplomas, or certificates offered at Blue Ridge Community College.

Apply Today! Registration for Spring Semester is going on now until December 10

Have you considered the ADVANTAGES of attending BLUE RIDGE COMMUNITY COLLEGE?

• More affordable than four-year colleges and universities
• Seamless transfer to NC public universities
• Quality training for jobs
• Close to home
• Small class size

(828) 694-1800 or 883-2520
blueridge.edu/admissions
admissions@blueridge.edu

Blue Ridge Center for Lifelong Learning

Are you 50 or older and want to nurture your intellect, inspire your imagination and expand your horizons – then join the Center for Lifelong Learning.

Spring classes include: Windows 10, Hamlet, Mormonism, and History of WNC among others.

Also, Great Decisions, Industry Tours, EdVentures and presentation by Joe Penland with the Center for Cultural Preservation.

Earn your High School Equivalency Diploma

Want to take classes before you begin testing? Blue Ridge Community College offers free preparation classes to help you attain your high school equivalency diploma. Classes are offered during the day and evening at the Henderson County and Transylvania County Campuses. Fast-Tracking is available for qualified students.

Call (828) 694-1745 to register in Henderson County. Call (828) 884-1907 to register in Transylvania County.

Want to schedule a test today? BRCC offers two options to take your high school equivalency exam and attain your North Carolina State Board of Community Colleges High School Equivalency Diploma. Both exams are offered during the day and evening at the Henderson County and Transylvania County campuses.

Visit website below to create an account, view the test schedule options, and register for your exam.

ETS® HiSET® Cost: $50 for the battery. The full battery includes five subtests (Language Arts-Reading, Language Arts-Writing, Mathematics, Science, Social Studies)
Register online: www.hiset.ets.org

Pearson Vue GED® Cost: $80 for the battery. The full battery includes four subtests (Reasoning through Language Arts, Mathematical Reasoning, Science, Social Studies)
Register online: www.ged.com

Have additional questions about testing? Call (828) 694-1733

Center for Lifelong Learning

To register for the courses, visit www.brcll.com

For more information, call (828) 694-1740 or e-mail brcll@blueridge.edu
Personal Enrichment

Blue Ridge Community College offers a variety of courses and programs to help broaden horizons or expand your abilities and interests. These include opportunities to grow intellectually, to develop creative skills or talents, to learn hobby or leisure time activities, and to gain civic and cultural awareness. In addition to enrichment courses, other educational and cultural programs are available throughout the year in a variety of forums.

To register for the courses listed below, see page 46. For information, contact Olga at (828) 694-1742 or email oa_gonzalez@blueridge.edu for the Henderson County Campus or Cecile at (828) 883-2520 or email ceciled@blueridge.edu for the Transylvania County Campus.

**Art**

**Beginning Drawing**
Learn the basic drawing skills necessary to tap into your innate artistic abilities and creativity. Learning to ‘see’ as an artist sees will enable you to process visual information-as artists do. Minimal drawing supplies are needed. A supply list will be provided upon registration. Off-Campus location, please see page 44 for address.

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**Copperplate Calligraphy**
Sharpen your skills in this introductory class in the art of pointed pen, shaded script calligraphy. You will look at the English Round hand, copperplate and modern variations of this lost art of penmanship. This class will give you practice with the special calligraphy tool which uses an oblique handle and flexible steel nib. A Supply list will be provided the first day of class.

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**Intermediate Drawing**
Concentrating on more in-depth techniques and drawing styles, students will learn how to use a variety of new drawing materials from pastel to charcoal, conte crayon, scratchboard and mixed media. The differences in drawing papers and surfaces from rag to recycled to glossy and matte will be discussed and utilized in class projects. We will be working with color, perspective, illusion and creating your own drawing style in the advanced class for students who have previously taken drawing or have drawing experience. A supply list will be provided upon registration. Off-Campus location, please see page 44 for address.

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**Intermediate Watercolor**
This course is for students with some knowledge and experience with watercolor. The student’s knowledge and abilities will be assessed and then instruction will build on those abilities. Students will learn how to achieve a strong center of interest, review color theory, and to critique their own work in progress. A supply list will be provided upon registration. Off-Campus location, please see page 44 for address.

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**Learning and Loving Watercolor**
Learn the basics of watercolor techniques - washes, bleeds, gradations and more. Explore a variety of methods to create an image with brush, water and pigment with an emphasis on mixing color properly. Experiment with using different brushes for a variety of effects, working realistically and abstractly. Subject matter will include landscape, flora, and still life. A supply list will be provided upon registration. Off-Campus location, please see page 44 for address.

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Mixed Media Painting - New!
Learn mixed media basics using familiar materials with different acrylic and/or oil paint applications, creative backgrounds, texturing, layering, integrating objects, scribbling and more. Anyone with little or no prior experience is welcome. At the end of the course, you will have a few pieces of your own original artwork. A supply list will be provided upon registration. Off-Campus location, please see page 44 for address.

6:00PM-9:00PM  W  3/2-4/20  $65  Miller  HC Athletics and Activities Center 106  CSP-8224-800

Oil Painting
Learn the techniques and applications needed to paint with oils. If an experienced painter, use this class as a forum to continue your own mode of exploration. Emphasis will be placed on formalism and the use of traditional techniques. Upon completion, you should be comfortable using and manipulating paint toward developing further works based on your individual interest and expression. A supply list will be provided upon registration. Off-Campus location, please see page 44 for address.

5:30PM-8:30PM  W  1/6-2/17  $65  Miller  HC Athletics and Activities Center 106  CSP-8620-800
2:00PM-4:00PM  M  2/1-4/11  $65  Erickson  Trans Co Campus TRCS 147  CSP-8620-421
2:00PM-4:00PM  W  2/3-4/20  $65  Erickson  Trans Co Campus TRCS 147  CSP-8620-422
4:00PM-6:00PM  F  2/5-4/22  $65  Erickson  HC Athletics and Activities Center 106  CSP-8620-801

Computers

Becoming Computer-Savvy
This introductory computer course is especially designed to help you learn functions of the computer keyboard, including how to use a mouse and how to use basic word processing programs. The class is slow-paced with no computer experience required and a minimum of typing involved. You will be introduced to Windows, Microsoft Word and how to organize files. Please visit the BRCC bookstore to purchase required book before class begins.

6:00PM-9:00PM  W  3/2-4/20  $65  Miller  HC Athletics and Activities Center 106  CSP-8224-800

Computer-Savvy Continued
This course takes you further in your journey to become computer-savvy. Enhance your life by learning to surf the Web, send and receive e-mail, upload pictures to your family and friends, and download safely. Learn the basics of how to navigate webpages, customize your homepage and how to improve readability. Get an introduction to security settings, search engines, netiquette and emoticons. Course continues with purchased book of Becoming Computer-Savvy.

Learn to Use Your Android Smartphone - New!
Get the most out of your Android Smartphone for work or personal use by learning about functions like making and receiving calls, emailing, browsing the web, sending and receiving messages, taking notes and features like shooting photos and listening to music. You will also learn how to install applications. Please bring your devices with you to class.

Learn to Use Your Apple iPad
Get the most out of your Apple iPad for work or personal use by learning about browsing the Web, email features, sending and receiving messages, viewing movies, shooting photos, listening to music and more. Please bring your iPad with you to class.

More computer courses can be found under Computers in the Career Enhancement Section.
Personal Enrichment

Learn to Use Your Google Chromebook
Learn device management of the Google Chromebook and the Chrome web browser. This class is for Google Chromebook owners to learn more about device features and functions and how to use Gmail, Google Drive and Google Chrome. Please bring your Google Chromebook with you to class.

5:30PM-7:30PM  W  2/10-4/6  1.6 CEUs  $60  Czarnecki  Hend Co Campus CONE 122  CSP-8622-411

Learn to Use Your iPhone
Get the most out of your iPhone for work or personal use by learning about functions like making and receiving calls, emailing, browsing the web, sending and receiving messages, taking notes and features like shooting photos and listening to music. You will also learn how to install applications. Please bring your devices with you to class that is running iOS 8 or above.

12:30PM-2:30PM  T  1/12-3/1  $60  Kaczmarek  Hend Co Campus TEDC 236  CSP-8629-401
1:00PM-3:00PM  M  2/1-3/21  $60  Kaczmarek  Trans Co Campus TRCS 149  CSP-8629-421
10:00AM-12:00PM  T  3/8-5/3  $60  Kaczmarek  Hend Co Campus TEDC 213  CSP-8629-501

Learn to Use your iPhone/iPad for Photo
Taking, editing and storing your photos from an iPhone or iPad is easy once you know the basics. Learn to take better photographs, enhance them in the Apple® Photos app and store them in iCloud for use across all your mobile devices and MAC or PC computers. Whether you are a seasoned photography pro or a new iPhone/iPad user, you will find this class an enlightening and fun way to create perfect pictures for use in business or personal situations. Bring your own devices with you to class.

12:30PM-2:30PM  TH  3/10-5/12  $60  Kaczmarek  Hend Co Campus TEDC 236  CSP-8621-501

Social Media Applications for You
Learn how to use social media for your personal communication including Facebook, Google, Pinterest, YouTube and blogging. Share photographs, videos, set up a Facebook account and learn ways to communicate and exchange information with your family and friends.

5:30PM-8:30PM  M  1/25-2/1  $55  Czarnecki  Hend Co Campus TEDC 201  CSP-8609-411

Crafts

Rubber Stamping for Beginners
Learn the basics of rubber stamping in this introductory course. In this class you will cover types of stamps, proper inking, types of paper, punches, scoring, and embossing. Upon completion you will complete ten cards, a bookmark, and a gift box all handmade by you. Registration fee includes cost of materials. Off-Campus location, please see page 44 for address.

6:30PM-8:00PM  M  3/14-4/11  $55  Carroll  Fletcher Town Hall 1  CSP-8568-800

Rubber Stamping Techniques
Gain a better understanding of rubber stamping techniques. This course will cover advanced embossing, card folds and coloring techniques all of which are important in taking the art of stamping to the next level. In this class you will complete nine cards, a gift bag, a gift tag and a gift box. Registration fee includes cost of materials. Off-Campus location, please see page 44 for address.

6:30PM-8:00PM  TH  3/3-3/24  $57  Carroll  HC Athletics and Activities Center 106  CSP-8569-800

Stained Glass
Learn the art of stained glass using the copper foil method under the guidance of an experienced instructor. You will select projects at your individual skill level. A supply list is available upon registration

9:00AM-12:00PM  M  1/11-3/7  $71.30  Calendrillo  Trans Co Campus TRCS 147  CSP-8119-421
9:00AM-12:00PM  W  1/13-3/2  $71.30  Calendrillo  Trans Co Campus TRCS 147  CSP-8119-422
9:00AM-12:00PM  W  3/9-5/4  $71.30  Calendrillo  Trans Co Campus TRCS 147  CSP-8119-522
9:00AM-12:00PM  M  3/14-5/9  $71.30  Calendrillo  Trans Co Campus TRCS 147  CSP-8119-521
Wire Wrapped Bangle Bracelet
Learn to make your own professional looking jewelry. Experience the art of wire-wrapping through the construction of a copper bangle bracelet with clasp. No experience is necessary, but good eyesight or a close work magnifier or glasses is necessary. The cost of materials is included in the registration fee. Off-Campus location, please see page 44 for address.
6:00PM-9:00PM    T   3/15-3/22    $61.30    Till-Fidelman    Fletcher Town Hall 1    CSP-8552-800

Wire Wrapping Pendant Jewelry
Learn to make your own professional silver wire and gemstone pendant. Experience the art of wire-wrapping through the construction of a beautiful gemstone pendant. No experience is necessary, but good eyesight or a close work magnifier or glasses is necessary. Approximate cost of supplies $25. Off-campus location, please see page 44 for address.
6:00PM-9:00PM    T   4/19-4/26    $61.30    Till-Fidelman    Fletcher Town Hall 1    CSP-8599-800

Culinary

The World of Chocolate
Take your love of chocolate to the next level. Learn first-hand from the owners of Kilwin’s Chocolates where chocolate comes from, how cacao beans are grown and transformed into chocolate and some of the factors that make one chocolate different from another. In addition, learn the how and why of tempering chocolate and the tricks used to make fudge and caramel creamy and smooth, on-site at Kilwin’s Chocolates of Hendersonville. And yes, you get to taste the class work. Off-campus location, please see page 44 for address.
6:00PM-8:00PM    T   2/9-2/9    $30    Staff    Kilwin's Chocolates    CSP-8610-800

Dance

Hula, Your Body Tells a Story - New!
Learn to “talk story” through the flowing movements of your hands and feet. Hula is an ancient form of storytelling unique to the Hawaiian Islands, and a calming, natural and fun way to relax and de-stress. Improve your self-image and confidence and experience your own creative expression. The basic steps are simple and not stressful to the body, no dance experience is necessary and hula is appropriate for any age. Off-Campus location, please see page 44 for address.
3:00PM-4:00PM    M   2/1-2/22    $41.30    Wheeler    Hend Co Campus CONE 122    CSP-8631-401
10:00AM-11:00AM    W   2/2-2/24    $41.30    Wheeler    YMCA Fletcher    CSP-8631-800
3:00PM-4:00PM    M   2/29-3/21    $41.30    Wheeler    Hend Co Campus CONE 122    CSP-8631-402
10:00AM-11:00AM    W   3/2-3/23    $41.30    Wheeler    YMCA Fletcher    CSP-8631-801

Line Dancing
Here is a fun way for you to exercise, reduce stress, increase energy and muscle tone, and you do not need a partner. The first few weeks will include a repetitive approach to learning basic line dance steps and simple routines. Class sessions will review and gradually introduce new, faster, and more difficult steps and routines that will move you to a more advanced level. Classes will be dancing to country and rock and roll music. Flat leather soled shoes are recommended.
6:30PM-8:30PM    M   1/25-3/14    $61.30    Mc Falls    Hend Co Campus INDS 134    CSP-8101-411

Square Dancing - New!
Challenge your mind and body as you learn the basics of Modern Western Square Dancing. You will learn a core group of simple movements that will get you dancing within five minutes. More complex movements will be introduced during each session that will allow you to execute professionally choreographed routines. The best part of Square Dancing is that you don’t need to be able to dance; if you can march, you can Square Dance! Square Dancing is called “Friendship Set To Music.” Come make some new friends while you are having fun learning a new skill.
7:00PM-8:30PM    TTH   3/1-3/10    $51.30    Robson    Trans Co Campus TRCS 147    CSP-8627-531
Personal Enrichment

Join us for an evening out at the Blue Ridge Concert Series.
All concerts are at 7:30 p.m. in the Sink Building, Thomas Auditorium. Single tickets are $10.

January 19 Flute Recital *
February 16 Joseph Pecoraro, guitar
March 31 George Lopez, piano

*Concert features students and faculty from University of North Carolina School of the Arts
Visit www.blueridge.edu for up-to-date information on scheduled concerts.

Health & Exercise

Building a Better Brain
Learn the various stages of knowledge necessary for understanding how to better care for and improve brain function. Starting with the foundations of ‘Brain Plasticity’ and moving towards more involved topics such as ‘Blood Sugar and the Brain’ and ‘Exercise and Brain Function’; you will be armed with a thorough understanding of the numerous influences of the environment on your brain. More practical topics such as ‘Top 10 Brain Health Tips’ will allow the learner to leave with practical advice for Building a Better Brain. Off-Campus location, please see page 44 for address.

6:30PM-8:30PM W 1/20-2/3 $55 Hardy Fletcher YMCA 1 CSP-8592-800

Reiki Energy Healing, Level I
Learn how to increase your energy level and healing ability for yourself and others. Reiki also reduces pain and stress. Reiki is gentle healing touch that complements traditional medical treatment, natural therapies and hospice care. You will practice doing Reiki on yourself and others and receive the four attunements that empower you to enhance Reiki energy through your hands. No previous experience necessary.

6:00PM-8:30PM T 2/2-2/23 $56.30 Gale Trans Co Campus TRCS 147 CSP-8288-431

Tai Chi for Fall Prevention I
Join the thousands who are embracing this ancient form of exercise from China and add joy and confidence to your life. Medical studies show that Tai Chi is an excellent form of exercise that can significantly reduce falls, improve strength and flexibility. Tai Chi can also reduce stress and can be fun, too. This easy-to-follow routine is perfect for those who are new to Tai Chi or who practiced Tai Chi earlier in their lives. Wear supportive shoes, and comfortable, loose-fitting clothes.

Off-Campus location, please see page 44 for address.

9:00AM-10:00AM T 2/16-4/26 $56.30 Weed Fletcher YMCA 1 CSP-8407-401

12:15PM-1:15PM W 2/3-3/23 $56.30 McDorman Hend Co Campus PAT T 150 CSP-8407-402

3:00PM-4:00PM TH 2/25-4/21 $56.30 Mcdorman Hend Co Campus CONE 122 CSP-8407-401

Yoga for Every Body
Learn to unite breath with movement, flexibility with strength and lessons “on the mat” with perspective in life. The objective of class is to facilitate your practice in a safe, noncompetitive and welcoming environment. Individuals of all ages and levels of experience are welcome. You should wear comfortable clothing and bring your own mat and towel.

10:00AM-11:00AM M 1/25-3/21 $56.30 Coffey Trans Co Campus TRCS 140 CSP-8407-421
2:30PM-3:30PM M 1/25-3/14 $56.30 McDorman Fletcher YMCA 2 CSP-8407-800
12:15PM-1:15PM W 2/3-3/23 $56.30 McDorman Hend Co Campus PAT T 150 CSP-8407-401
3:00PM-4:00PM TH 2/25-4/21 $56.30 Mcdorman Hend Co Campus CONE 122 CSP-8407-401
History

Discovering American History in Paris
Learn the street in Paris where Benjamin Franklin lived during the eight years he spent negotiating support for our American Revolution. Learn about the famous statue of Thomas Jefferson and where it is placed. Also discover the Parisian restaurants you can visit today that were favorite hang-outs for our founding fathers. Discuss these topics and much more to discover the relationship between the American colonies and Paris in this fact-filled class.

2:00PM-4:00PM  W  1/6-1/27  $55  Padgett  Hend Co Campus TEDC 236  CSP-8383-401

Henderson County History & Heritage I
Learn about Henderson County from prehistory to the Civil War. Topics will include geography and natural resources, Cherokee history and culture, Revolutionary War and treaties with the Cherokee, early settlers and backgrounds, Appalachian culture, political and economic history, agriculture, transportation, religious history, education, early communities, black history and slavery, and contributions of women.

1:00PM-2:30PM  T  1/12-3/1  $60  Giles  Hend Co Campus TEDC 213  CSP-8481-401
6:30PM-8:00PM  T  1/12-3/1  $60  Giles  Hend Co Campus TEDC 213  CSP-8481-411

Henderson County History & Heritage II
This second course of Henderson County history will explore the years from the Civil War to the present. Learn about Henderson County during the Civil War, Reconstruction, the Great Depression, World Wars I and II and the post-war era. Examine the impact of cultural changes, political and economic issues, agriculture, transportation, religious history, education, industrialization, the arts, black history, and contributions of women.

1:00PM-2:30PM  T  3/15-5/10  $60  Giles  Hend Co Campus TEDC 213  CSP-8482-501
6:30PM-8:00PM  T  3/15-5/10  $60  Giles  Hend Co Campus TEDC 213  CSP-8482-511

Henderson County History & Heritage III - New!
Gain an understanding of the history of Henderson County from 1920 to the present. Topics include the Roaring ’20s, Great Depression, World War II, Korean War, the post-war era and Vietnam War. Specifics addressed will include cultural changes, minorities, political and economic history, agriculture, transportation, education, industrialization, communities and current issues. Come learn what happened in our community during the 20th Century.

6:30PM-8:00PM  TH  3/3-4/28  $60  Giles  Hend Co Campus TEDC 213  CSP-8617-511

Our Cherokee Heritage
Discover our Cherokee heritage as told through stories, myths and sacred legends of the Cherokee. Explore contemporary and social justice issues and concerns of the Eastern Band of the Cherokee Indians. Learn about the origin of the Cherokee and the settlement of the Eastern Band in the Qualla Boundary. Discuss the preservation of the Cherokee culture and language, the impact of acculturation, boarding schools, and the railroad system on the Cherokee. Understand the importance of racial justice for subjugated populations.

10:00AM-12:00PM  M  3/21-5/2  $60  McCall-Dickson  Trans Co Campus TRCS 143  CSP-8476-521

Transylvania County History & Heritage
Discover Transylvania County history and heritage by exploring the period from prehistory to current day. Topics include early settlers and background, first contact with the Cherokee, the Walton War, Appalachian culture, early communities, economic history, transportation, education and black history. Come learn about the amazing gem known as The Land of the Waterfalls - Transylvania County.

10:00AM-12:00PM  W  3/23-5/4  $60  McCall-Dickson  Trans Co Campus TRCS 143  CSP-8562-521

Instructor Spotlight
Jana Weed
Jana fell in love with the serenity and beauty of Tai Chi as well as the multiple health benefits that can be enjoyed. She is a Certified Tai Chi for Health Instructor and is certified with other nationally known programs for balance and functional exercise. Her classes are fun, friendly and always open to new students!
Personal Enrichment

Languages

**French for Beginners I**
This is an introductory course for persons wanting to begin the study of French. Emphasis will be on developing conversational skills. Students will use the textbook, *French Made Simple*. Students should bring textbooks to the first class.

9:00AM-11:15AM  TH  1/14-3/3  $70  Kale  Trans Co Campus TRCS 140  CSP-8070-421

**French for Beginners II**
This course is for persons who have completed French for Beginners part I or equivalent and wants to improve their language skills. Students will continue with *French Made Simple*.

9:00AM-11:15AM  TH  3/10-4/28  $70  Kale  Trans Co Campus TRCS 140  CSP-8071-521

Literature

**Eudora Welty Short Stories**
Join us as we explore some of Eudora Welty’s short stories and photography. Although Ms. Welty is often labeled a Southern writer, her short stories transcend that label with a timeless and universal appeal. As a photographer for the Works Progress Administration, Welty photographed people from all socio-economic class and captured the effects of the Great Depression. The text for this course is *The Collected Stories of Eudora Welty*; ISBN 978-0156189217.

1:00PM-2:30PM  T  4/5-4/26  $50  King  Trans Co Campus TRCS 130  CSP-8611-421

**Modern Short Stories**
Carry on a conversation with the authors of some of the best American short stories. Great short stories are delightfully fascinating. Reading them increases our understanding of ourselves and our world. Discussing these works allows us to appreciate them as great literature and observe how they illuminate the human condition. A list of short stories to be discussed will be provided upon registration.

1:00PM-2:30PM  T  2/2-3/22  $60  King  Trans Co Campus TRCS 130  CSP-8604-521

**Mountain Culture As Seen Through Films**
Lose yourself in the Civil War Romance of Inman and Ada as Inman journeys home, in Odysseus style, to their Appalachian home in Western North Carolina and feel Ree’s terror as she struggles to survive in the drug culture and poverty of the current day Ozark culture. Inspired by Charles Frazier’s Cold Mountain and Daniel Woodrell’s Winter’s Bones, these films capture the essence of mountain culture and leave us with many unanswered questions to explore. Join us as we explore mountain culture through literature-inspired films.

9:30AM-11:00AM  W  2/3-3/16  $60  Holland  Trans Co Campus TRCS 149  CSP-8585-421

**Three Writers of Southern Appalachia**
Enjoy the works of Twentieth and Twenty-first Century Appalachian writers Robert Morgan, Ron Rash and Horace Kephart to develop a basis for the discussion of Appalachia, its people and culture. Through discussions of the novels and short stories, learn about the rich heritage and issues of the region that not only speak about one geographic location but also the world at large.

3:00PM-4:30PM  TH  1/21-3/3  $55  Levesque  Trans Co Campus TRCS 143  CSP-8613-421

Photography

**Beginning Digital Photography**
If you are still in the dark with your digital camera, this course will shed light on the topic. You will learn about camera features and usage, image manipulation and file types, output options for a home darkroom, and special techniques for improved color rendition. Using demonstrations and examples, you will be up-to-speed on the digital superhighway before you know it. Bring your camera to class. Off-Campus location, please see page 44 for address.

6:00PM-8:00PM  T  1/12-1/26  $50  St. Romain  HC Athletics and Activities Center 101  CSP-8023-800
How to Take Better Pictures
Learn why technique is much more important than equipment in taking good pictures. Get to know your camera, learn how to practice and avoid some common mistakes to improve your photographs. Off-Campus location, please see page 44 for address.
6:00PM-8:00PM  T  2/9-2/23  $61.30  St. Romain  HC Athletics and Activities Center 101  CSP-8462-800
10:30AM-12:30PM  TH  2/25-3/10  $61.30  St. Romain  Trans Co Campus TRCS 149  CSP-8462-421

Improving Your Photography
Learn what elements make a good photograph as well as how to take advantage of the manual settings of your camera. This is a continuation of the How to Take Better Pictures class. It is strongly recommended that you have a DSLR or other camera that can be manually set. Off-Campus location, please see page 44 for address.
6:00PM-8:00PM  T  3/8-4/19  $60  St. Romain  HC Athletics and Activities Center 101  CSP-8602-800

Outdoor Photography Workshop
Learn the art of outdoor photography by capturing and creating moments that explore the essence of our environment. Our subjects will be still photography, wildlife, and scenery. You will also learn the additive and subtractive elements of lighting, backgrounds and copying. Bring your camera to class.
10:30AM-12:30PM  TH  3/17-4/28  $61.30  St. Romain  Trans Co Campus TRCS 149  CSP-8109-521
3:30PM-5:30PM  T  4/5-5/10  $61.30  St. Romain  Hend Co Campus GENS 115  CSP-8109-511

Pottery
Exploring Clay
Learn how to express your creative visions through working with clay. Whether your skills are at the beginner, intermediate, or advanced level, this course offers tips and techniques to help you develop your skills. Small classes allow time for individual as well as group instruction. From the basics of throwing, hand-building, glaze application and firing to refining skills and learning new techniques, classes are designed to meet the needs of students at varying skill levels. Clay and tools are available at the BRCC Bookstore.
9:00AM-12:00PM  T  1/12-3/1  $106.30  Kirby  Hend Co Campus MCMA 102  CSP-8062-401
6:00PM-9:00PM  TH  1/14-3/3  $106.30  Kirby  Hend Co Campus MCMA 102  CSP-8062-411
9:00AM-12:00PM  T  3/8-5/3  $106.30  Kirby  Hend Co Campus MCMA 102  CSP-8062-501
6:00PM-9:00PM  TH  3/10-5/12  $106.30  Kirby  Hend Co Campus MCMA 102  CSP-8062-511

Intermediate Pottery
Take your pottery skills to the next level. If you have some experience with clay, either hand building or potter’s wheel, this course is for you. Guidance and instruction will be provided at your skill level and class time will allow for independent work or structured assignments based on your interest. Clay and tools are available at the BRCC Bookstore.
6:00PM-9:00PM  W  1/13-3/2  $106.30  Kirby  Hend Co Campus MCMA 102  CSP-8170-411
6:00PM-9:00PM  W  3/9-5/4  $106.30  Kirby  Hend Co Campus MCMA 102  CSP-8170-511

Special Interest
A Year in Paris: Living-Learning the City
Learn about Parisian life behind the sidewalk cafes and museums. Through photos, memoirs, and interactive discussion, a recent visitor recounts her past year in the City of Lights. Humorous French social customs and quirky language discoveries; the long-standing American community in Paris; ‘proof’ that Paris is the birthplace of the USA; a popular Parisian exhibition on American rock and roll music; both famous and unknown gardens; the best chocolatiers; metro moments; and more. Whether you have been there or wish you could go, this is a lively way to experience one of the most beautiful cities in the world.
10:00AM-12:00PM  W  1/6-1/27  $55  Padgett  Hend Co Campus TEDC 236  CSP-8331-401

Instructor Spotlight
Doug Gelbert
Doug Gelbert self-published his first book 30 years ago, binding each individual copy by hand. After publishing a half dozen books by traditional publishing houses he formed his own company in 1994. Since that time he has written and independently published more than 60 titles and 400 e-books on such subjects as sports history, the Civil War, architectural walking tours and the best places to hike with your dog.

Personal Enrichment
To register for the courses listed see page 46.
For more information, call (828) 694-1742 or e-mail ewdce@blueridge.edu
Personal Enrichment

Ethics: History, Theory and Practice - New!
Learn and discuss the basic principles of ethics and their practice which distinguish the various cultures of the world. You will explore the origins and history of major ethical traditions. You will also examine the practice and application of these ethical theories by discussing current issues and topics. Some of the ideas discussed will include ethical relativism and absolutism, Eastern and Western ethical traditions, Utilitarian ethics, Imperative ethics, Virtue ethics, Situational ethics, Environmental ethics, equality, civil disobedience, euthanasia and capital punishment.

10:00AM-12:00PM T 1/26-2/23 $55 Knott Trans Co Campus TRCS 140 CSP-8628-421

Intro to the Native American Flute - New!
Learn to play the Native American Flute at the beginner level. In addition to technique topics include design, variations and tunings. You will learn scale, modes, fingering and breathing/tongue techniques to become proficient at playing music with this historical and beautiful instrument. Please visit the BRCC bookstore to purchase the required book and flute. Off-Campus location, please see page 44 for address.

2:00PM-3:00PM T 1/12-2/16 $50 McDaniel HC Athletics and Activities Center 101 CSP-8614-800
3:15PM-4:15PM T 2/23-4/5 $50 McDaniel HC Athletics and Activities Center 101 CSP-8614-801

Intermediate Native American Flute - New!
Build on your coursework from the beginner class and learn a wider range of notes and how to transpose songs for the Native American flute. Also, learn how to compose and write songs, how to play with backing tracts, nature sounds and other forms of accompaniment. This course is for students that have already taken the beginning level class. Off-Campus location, please see page 44 for address.

2:00PM-3:00PM T 2/23-4/5 $50 McDaniel HC Athletics and Activities Center 101 CSP-8615-800

Mountain Biking for Beginners
Learn and practice basic mountain biking skills regardless of your age or fitness level. Learn the basic skills needed to safely ride gravel and single-track mountain trails, how and when to shift gears, braking techniques, navigating trail obstacles, proper body position, climbing and descending hills, proper trail etiquette and how to repair a flat while out on the trails. Classes will be a combination of classroom and on-bike instruction. Bring your bike to class.

10:00AM-12:00PM F 3/11-5/13 $60 Kaczmarek Hend Co Campus SPRM 132 CSP-8605-501

Plant Propagation
Get ready for spring by growing your own plants for transplanting at the right time and at a cheaper price. Learn how to start seedlings and how to save your own seeds for future growing seasons. Discover how to increase plant population by dividing, cutting and separating your perennials, along with grafting and how to get several fruits on one tree. At the conclusion of class, you will take home seeds you started in the classroom.

1:00PM-4:00PM W 4/6-4/8 $35 Dixon Trans Co Campus TRCS 147 CSP-8581-521
10:30AM-1:30PM F 4/8-4/8 $35 Dixon Trans Co Campus TRCS 147 CSP-8581-522

Self-Publishing for Fun and Profit
Learn to turn your personal written and/or photographic work into a professional looking book and ebook available for sale. This class will help both the creative and editing process as well as address the steps necessary to self-publish your masterpiece. If you already have your transcript prepared or just thinking about undertaking the process, this class is for you.

9:00AM-11:00AM T 1/19-2/9 $60 Gelbert Hend Co Campus CONE 122 CSP-8573-401
6:00PM-8:00PM T 1/19-2/9 $60 Gelbert Hend Co Campus PATT 201 CSP-8573-411

Music by the Lake
Bring a picnic and lawn chairs or quilt and come enjoy an evening of music with friends and family in the shade beside the College lake from 5 to 7 p.m. Our first concert will be May 15 with Angela Easterling. Checkout blueridge.edu/upcoming-events for event dates.
**GIVE THE GIFT OF KNOWLEDGE**

**Giving through Living Memorials**
Honoring loved ones through charitable gifts is an especially meaningful act of paying tribute to someone special while assuring that worthwhile values continue to influence the world around us. Memorial and tribute gifts are one way to thoughtfully remember family members and friends who have been such a vital part of your life.

**Gifts for every “occasion”**
Gifts made in honor of family and friends on a birthday, wedding, anniversary, or at times such as Mother’s Day or Father’s Day; at the birth of a child or a grandchild; or other special occasions can be gifts of love that show how much you care.

**Gifts this holiday season**
At this time of the year, honor or remember a loved one, family member, friend, health care provider, colleague, or client by providing educational opportunities through a donation to Blue Ridge Community College Educational Foundation.

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**GIVING CHOICES**
- My Gift is a Special Occasion Contribution
  - Birthday
  - Wedding
  - Anniversary
  - Other _________
- My Gift is a Holiday Contribution
  - Honor or remember a loved one, family member, friend, colleague, client, or health care provider with a donation.
- When you make a special occasion or holiday contribution, Blue Ridge Community College Educational Foundation will send a customized gift card directly to the individual or family you are honoring or remembering.

**Send Gift Card to:**
Name_____________________________________________________
Address_________________________________  City ___________________________ State ______  Zip _______
Please identify gift type:
- In memory of ___________________________________
- In honor of _______________________________
- My Gift is a Personal Contribution

**METHOD OF PAYMENT**
- My Gift of $__________ is enclosed. Please make check payable to Blue Ridge Community College Educational Foundation.
- Pledge of $__________, I shall pay said pledge in ______ installments of $__________ each.
- Monthly  Quarterly  Semi-Annually  Annually beginning on ______/_____/______

**Signature ____________________________________________________**
- I wish my gift to remain anonymous.
- My employer, ______________________________, will match my gift.
- Form enclosed  Company notified

**Return this completed form to:**
Blue Ridge Community College Educational Foundation, Inc.
180 West Campus Drive
Flat Rock, NC 28731
(828) 694-1710

For more information, call (828) 694-1742 or e-mail ewdce@blueridge.edu
Registration Policies

Please Note
Provision of social security number is voluntary, is requested solely for administrative convenience and record-keeping accuracy, and is requested only to provide a personal identifier for the internal records of Blue Ridge Community College.

Senior Citizens Please Note
Due to recent North Carolina legislative changes, senior waivers are not available.

Registration Fees
Registration fees are due at the time of registration. Students are not enrolled until all registration fees are paid.
Registration fees are indicated in the course listing and are subject to change. Students are responsible for buying supplies and materials as necessary. Books are usually available through the College Bookstore.

Computer Use and Technology Fee
The registration fee for continuing education computer classes includes a $5 computer use and technology fee. This fee is required of all students enrolled in continuing education computer classes and is non-refundable.

Insurance Fee
Some courses require accident insurance while in class. For these courses, the non-refundable $1.30 insurance fee is included in the registration fee and is required of all participants. The fee is subject to change.

Refund Policy
Pursuant to the North Carolina Administrative Code Title 23, Chapter 2(D) Section, 0203(d), the College shall refund registration fees under the following circumstances:
If a student officially withdraws from the class prior to the first class session the student will receive 100% refund. NOTE: Official withdrawal requires written notification received by the Continuing Education Office prior to the first class session.
If a class is canceled due to insufficient enrollment, the student will receive 100% refund.
After a class begins and a student officially withdraws from the class prior to or on the 10% point of the scheduled class hours, the student will receive a 75% refund of the registration fee. NOTE: For most classes, the 10% point is the first class session. Written notification must be received by the Continuing Education Office on the 10% date or 1st class session. Insurance Fees and technology fees are non-refundable.

Bookstore Information
New and used books and school supplies are available in the College Bookstore located in the Killian Building on the Henderson County Campus and the Student Center at the Transylvania County Campus. Books may also be purchased online at http://blueridge.bncollege.com. Pursuant to the Higher Education Opportunity Act, Blue Ridge Community College is required to share required information (ISBN number and retail price) with students. This information can be found on the Blue Ridge Community College Bookstore Website at http://blueridge.bncollege.com.

Off-Campus Locations

<table>
<thead>
<tr>
<th>Location</th>
<th>Address</th>
<th>City, State</th>
</tr>
</thead>
<tbody>
<tr>
<td>Brevard High School</td>
<td>609 S. County Club Road</td>
<td>Brevard, NC 28712</td>
</tr>
<tr>
<td>Covenant Presbyterian Church</td>
<td>2101 Kanuga Road</td>
<td>Hendersonville, NC 28739</td>
</tr>
<tr>
<td>Decor 8 Fine Furnishings</td>
<td>210 north main Street</td>
<td>Hendersonville, NC 28792</td>
</tr>
<tr>
<td>Fletcher Town Hall</td>
<td>300 Old Cane Creek Rd.</td>
<td>Fletcher, NC 28732</td>
</tr>
<tr>
<td>Fletcher YMCA</td>
<td>2775 Hendersonville Road</td>
<td>Fletcher, NC 28732</td>
</tr>
<tr>
<td>The Family Place in Brevard</td>
<td>970 Old Hendersonville Highway</td>
<td>Brevard, NC 28712</td>
</tr>
<tr>
<td>Goodwill Career Center</td>
<td>Four Seasons Shopping Center</td>
<td>Hendersonville, NC 28739</td>
</tr>
<tr>
<td>Covenant Presbyterian Church</td>
<td>Henderson County Athletics and Activity Center</td>
<td>708 S. Grove St. Hendersonville, NC 28792</td>
</tr>
<tr>
<td>Kilwins Chocolates</td>
<td>506 N. Main Street</td>
<td>Hendersonville, NC 28792</td>
</tr>
<tr>
<td>Oskar Blues Brewery</td>
<td>342 Mtn. Industrial Dr.</td>
<td>Brevard, NC 28712</td>
</tr>
<tr>
<td>Upward Elementary School</td>
<td>45 Education Drive</td>
<td>Flat Rock, NC 28731</td>
</tr>
<tr>
<td>Vision Jesus</td>
<td>400 1st Ave West</td>
<td>Hendersonville, NC 28739</td>
</tr>
</tbody>
</table>
Registration Information

Sign me up!

Students register for Continuing Education classes on a first-come, first-serve basis. Late registration may be held at the first class meeting if space is available. Registering well before the beginning of your class ensures your class may not be full or canceled because of low enrollment.

Register By Mail

Complete the registration form on the next page, enclose payment, mail to:

Continuing Education Mail-In Registration
Blue Ridge Community College
180 West Campus Drive
Flat Rock, NC 28731

Make checks or money orders payable to Blue Ridge Community College. Credit card payment is also accepted on the mail-in form. Mail-in registration will be accepted until the Thursday prior to the first class session.

Register Online

Registering online utilizes a program called Instant Enrollment through WebAdvisor. This program allows you to register and pay for your classes. You must have a valid e-mail address and a credit card for submitting payment.

Please go to
www.blueridge.edu > Continuing Education > Registration Information > Register Online

This will give you step-by-step instructions on how to register online using the Instant Enrollment process.

If you have questions about registering online, please call (828) 694-1735 or (828) 694-1737.

Walk-In

Walk-in Registration Day is January 6 from 9 a.m. to 5 p.m.

However, you can walk-in to register any time before the class starts at the following locations:

◆ Henderson County Campus: Continuing Education Building, Room 123
  Monday – Thursday from 8 a.m. to 5 p.m. and Friday from 8 a.m. to 4:30 p.m.
  A drop box is also available to drop registration forms off any time near the main entrance of the Continuing Education Building.

◆ Transylvania County Campus: Reception Area in the Straus Building
  Monday – Thursday from 8 a.m. to 10 p.m. and Friday from 8 a.m. to 4:30 p.m.
### Continuing Education Registration

**Please print or type. Information on race and sex is voluntary and will not be used for admissions process.**

<table>
<thead>
<tr>
<th>Print Name (Last, First, Middle Initial)</th>
<th>Social Security Number (for student information only)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>For Official Use Only</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Mailing Address</th>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
<th>County of Residence</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>Home Phone Number</th>
<th>Business Phone</th>
<th>Cell Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Email address (please print legibly)</th>
<th>Date of Birth (Month/Day/Year)</th>
<th>Male</th>
<th>Female</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>Ethnic</th>
<th>Race</th>
<th>Circle Highest Grade Completed</th>
<th>Employment Status</th>
<th>Area of Residence</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Hispanic / Latino</td>
<td>1. White</td>
<td>0 1 2 3 4 5 6</td>
<td>1. Retired (R)</td>
<td>Due to recent North Carolina legislative changes, senior waivers are not available.</td>
</tr>
<tr>
<td>2. Non Hispanic / Latino</td>
<td>2. Black</td>
<td>7 8 9 10 11 12</td>
<td>2. Unemployed Seeking (US)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>3. Hawaiian/ Pacific Islander</td>
<td></td>
<td>3. Unemployed Not Seeking (UN)</td>
<td></td>
</tr>
<tr>
<td></td>
<td>5. American/ Alaska Native</td>
<td></td>
<td>5. Employed: Full-time (FT)</td>
<td></td>
</tr>
</tbody>
</table>

I certify that the information above is true and accurate and that my legal residence for tuition purposes is as shown. Pursuant to College Procedure 8.1.1, Blue Ridge Community College reserves the right to use photographs, motion pictures, and electronic images of students who are 18 or older for marketing and promotional purposes. Objection to the use of an individual's photograph in such a manner may be made in writing to the Director of Public Relations.

**SIGNATURE (required for all students):**

<table>
<thead>
<tr>
<th>Course #</th>
<th>Date(s)</th>
<th>Course Title</th>
<th>Day(s)</th>
<th>Time</th>
<th>Location</th>
<th>Registration Fee</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>

**Registration Fees ONLY – No textbook/materials cost should be included**

<table>
<thead>
<tr>
<th>Total</th>
</tr>
</thead>
</table>

Do you need a receipt mailed to you? [ ] Yes [ ] No

---

If you have a documented disability, please make an appointment with the Director of Disability Services (694-1813) prior to class start to self-disclose in order that you may receive reasonable classroom or lab accommodations.

Please check all information before mailing. Course number must be accurate to ensure proper placement in class. Send check or money order made payable to Blue Ridge Community College (no cash, please) to:

**Continuing Education**
**Mail-In Registration**
**Blue Ridge Community College**
**180 West Campus Drive**
**Flat Rock, NC 28731-4774**
**Phone (828) 694-1735**
**www.blueridge.edu**

---

**Payment Information**

Total Amount Enclosed $________________________

[ ] Check  [ ] Money Order  [ ] Cash

[ ] VISA  [ ] MC  [ ] AMEX

[ ] 3rd Party Billing (Authorization Required)

NOTE: Credit Card payments are not permitted by phone or fax. Form can be mailed in or dropped off at the Continuing Education Office.

Card #: ___________ ___________ ___________ ___________ ___________

Expiration Date: ___________ ___________ CSC: ___________

Card Holder Name:__________________________________________

Signature:________________________________________________

---

(For Office Use Only)

<table>
<thead>
<tr>
<th>BRCC Student ID Number</th>
<th>Receipt #</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

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Revised 6/19/13
### Frequently-Called Numbers

<table>
<thead>
<tr>
<th>Department</th>
<th>Phone Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Main Switchboard (Henderson County Campus)</td>
<td>(828) 694 - 1700</td>
</tr>
<tr>
<td>Transylvania County Campus</td>
<td>(828) 694 - 1900 or 883 - 2520</td>
</tr>
<tr>
<td>Bookstore</td>
<td>(828) 694 - 1720</td>
</tr>
<tr>
<td>Business Services</td>
<td>(828) 694 - 1756</td>
</tr>
<tr>
<td>Center For Lifelong Learning</td>
<td>(828) 694 - 1740</td>
</tr>
<tr>
<td>Community Enrichment</td>
<td>(828) 694 - 1742</td>
</tr>
<tr>
<td>Computer Courses</td>
<td>(828) 694 - 1779</td>
</tr>
<tr>
<td>ED2GO (Online Courses)</td>
<td>(828) 694 - 1742</td>
</tr>
<tr>
<td>Continuing Education - General Information</td>
<td>(828) 694 - 1735</td>
</tr>
<tr>
<td>Continuing Education - Transcript Request</td>
<td>(828) 694 - 1737</td>
</tr>
<tr>
<td>Continuing Education - Transylvania</td>
<td>(828) 694 - 1710</td>
</tr>
<tr>
<td>Customized Training</td>
<td>(828) 694 - 1756</td>
</tr>
<tr>
<td>Defensive Driving</td>
<td>(828) 694 - 1742</td>
</tr>
<tr>
<td>Emergency Services</td>
<td>(828) 694 - 1729</td>
</tr>
<tr>
<td>English as a Second Language/Spanish</td>
<td>(828) 694 - 1731</td>
</tr>
<tr>
<td>Environmental and Safety Training Center</td>
<td>(828) 694 - 1767</td>
</tr>
<tr>
<td>Human Resources Development (HRD)</td>
<td>(828) 694 - 1755</td>
</tr>
<tr>
<td>NCWorks (Henderson County Campus)</td>
<td>(828) 694 - 1755</td>
</tr>
<tr>
<td>NCWorks (Transylvania County Campus)</td>
<td>(828) 883 - 2550</td>
</tr>
<tr>
<td>Law Enforcement</td>
<td>(828) 694 - 1760</td>
</tr>
<tr>
<td>Nurse Aide</td>
<td>(828) 694 - 1750</td>
</tr>
<tr>
<td>Small Business Center</td>
<td>(828) 694 - 1779</td>
</tr>
<tr>
<td>Vice President, Workforce &amp; Economic Development/</td>
<td>Continuing Education (828) 694 - 1752</td>
</tr>
</tbody>
</table>

### BRCC Building Name Abbreviations

<table>
<thead>
<tr>
<th>Abbreviation</th>
<th>Full Name</th>
</tr>
</thead>
<tbody>
<tr>
<td>ARTS</td>
<td>Arts and Sciences Building</td>
</tr>
<tr>
<td>CONE</td>
<td>Continuing Education Building</td>
</tr>
<tr>
<td>FIRA</td>
<td>Fire Training Center</td>
</tr>
<tr>
<td>GENS</td>
<td>General Studies Building</td>
</tr>
<tr>
<td>INDS</td>
<td>Industrial Skills Center</td>
</tr>
<tr>
<td>KILL</td>
<td>Killian Building</td>
</tr>
<tr>
<td>MCMA</td>
<td>Motorcycle Safety/Masonry Building</td>
</tr>
<tr>
<td>PLMB</td>
<td>Motorcycle Safety/Masonry Building</td>
</tr>
<tr>
<td>PATT</td>
<td>Patton Building</td>
</tr>
<tr>
<td>SINK</td>
<td>Sink Building</td>
</tr>
<tr>
<td>SPRM</td>
<td>Spearman Building</td>
</tr>
<tr>
<td>TEDC</td>
<td>Technology Education and Development Center</td>
</tr>
<tr>
<td>TRCT/ TRCS</td>
<td>Transylvania County Campus</td>
</tr>
</tbody>
</table>

### Transylvania County Campus

45 Oak Park Drive, Brevard, NC 28712  
(828) 883-2520

Located at the intersection of Asheville Highway (US 64) and Osborne Road in Brevard.
Our mission is to provide quality education and training opportunities that support student learning, enhance student advancement and success, and meet the workforce needs of our community.

Blue Ridge Community College is accredited by Southern Association of Colleges and Schools Commission on Colleges to award associate degrees. an equal opportunity college

5,000 copies of this document were printed at a cost of $2,483.63. December 2015

Henderson County Campus
180 West Campus Drive
Flat Rock, NC 28731
(828) 694-1735

Located off of Airport Road near the Hendersonville Airport.

Easy access also available from Upward Road to South Allen Road.

Transylvania County Campus
45 Oak Park Drive
Brevard, NC 28712
(828) 883-2520

Located at the intersection of Asheville Highway (US 64) and Osborne Road in Brevard.

YOUR SUCCESS IS OUR MISSION