SPECIAL INTEREST

HUNTER SAFETY
Learn the proper handling and use of bows, arrows, pistols, black powder, shotguns, and rifles. Survival and basic first aid are also included. Attend all sessions and pass the written exam to receive the Alabama firearms and hunter safety program certification required for an Alabama hunting license. Must attend all sessions to complete course. Exam will be given at the conclusion of last session.
Instructors: Larry Doster & Joe Carroll
Sat, Aug 17 & 24 7:00 a.m. - noon
Mon/Tue/Thu, Nov 4, 5, & 7 5:30 p.m. - 9:00 p.m.
Fee: $10
Location: CEWD, Room 101

INTRODUCTION TO PERSONAL COMPUTERS
Learn the basics of personal computers including the hard drive, CD-ROM, e-mail, Internet, word processing, and spreadsheets.
Instructor: Kevin Cureton
Mon/Tue, Dec 2 & 3 5:30 p.m. - 9:30 p.m.
Fee: $99 (includes textbook)
Location: CEWD, Room 203

Microsoft Word 2010® and Excel 2010® - INTERMEDIATE
This course offers intermediate level users for both Word™ and Excel™ training in the 2010 version.
Instructor: Kevin Cureton
Word  Mon/Tue, Dec 9 & 10 5:30 p.m. - 9:30 p.m.
Excel Wed/Thu, Dec 11 & 12 5:30 p.m. - 9:30 p.m.
Fee: $99 per course
Location: CEWD, Room 203

iPad™ BASICS
Learn to use your Apple® iPad! The first 30 minutes of the course covers setting up the device. The final two hours covers all major functions along with how to install and use apps. This course requires you to bring your own iPad.
Instructor: Daniel Wilhoit
Tue, Dec 17 6:00 p.m. - 8:30 p.m.
Fee: $49 (includes handouts)
Location: CEWD, Room 101

THE BASICS OF SOCIAL MEDIA
Learn to use today’s most popular social media platforms including Facebook®, Twitter®, Flikr®, Instagram®, Pinterest®, among others. Course will include information on internet safety and privacy issues associated with the various social media sites.
Instructor: Kevin Cureton
Thu, Dec 19 6:00 p.m. - 8:30 p.m.
Fee: $49 (includes handouts)
Location: CEWD, Room 203

CERTIFIED NURSE AIDING ASSISTANT
This 20-day program combines classroom instruction and hands-on application of patient care skills. Upon completion, participants will be eligible to sit for the nurse aide registry examination.
Instructors: Robyn Gause, Carolyn Swihart, Mandy Hall
Mon - Fri, Sep 9 - Oct 11 5:00 p.m. - 9:00 p.m.
Mon - Fri, Oct 28 - Dec 4 5:00 p.m. - 9:00 p.m.
Fee: $725 (includes textbook and exam fees)
WIA approved
Location: CEWD, Room 109
Attendees must purchase uniforms (not included in fee). Attendees must also provide background checks from Bullet Screening Services prior to admission to program (not included in fee).

OPHTHALMIC ASSISTANT PROGRAM
The ophthalmic assistant is an important member of the eye-care team and supplies vital information to the treating physician. A high school diploma or equivalent is required to enter this 14-week program.
Instructors: Stephanie Kimel, COA
Mon/Wed, Sep 4 - Dec 12 6:00 p.m. - 8:30 p.m.
Fee: $1,400 (includes textbook and all other course fees)
WIA approved
Location: CEWD, Room 109

DENTAL ASSISTANT PROGRAM
This 14-week contains both classroom lecture and hands-on skills training. Students will learn x-ray techniques, making impressions and molds, dental anatomy, instrumentation, dental office protocols, and more.
Instructors: Dr. Nancy Hein, Dr. Daniel Pitman, Jan Taylor, Julie Cornelius, and Kelly McSween
Mon/Wed, Sep 9 - Dec 6 6:00 p.m. - 9:00 p.m.
Fee: $1,400 (includes textbook and supplies)
WIA approved
Location: CEWD, Room 206
Students must take WorkKeys® Reading and Locating Information assessments in order to apply. Those scoring a requisite score on the assessments will be required to sit for an interview selection process. Students must purchase 2 sets of solid royal blue scrubs for the program.

OPHTHALMIC ASSISTANT PROGRAM
This 14-week contains both classroom lecture and hands-on skills training. Students will learn x-ray techniques, making impressions and molds, dental anatomy, instrumentation, dental clinic protocols, and more.
Instructors: Dr. Nancy Hein, Dr. Daniel Pitman, Jan Taylor, Julie Cornelius, and Kelly McSween
Mon/Wed, Sep 9 - Dec 12 6:00 p.m. - 8:30 p.m.
Fee: $1,400 (includes textbook and all other course fees)
WIA approved
Location: CEWD, Room 109

Are You Interested In Online Courses?
Visit www.wallace.edu/workforce_dev
to explore the hundreds of courses we offer through Ed-2-Go and Gatlin!
Wallace Community College offers customized training courses for area businesses. Training topics include first time supervisor, communications, business ethics, teambuilding, train the trainer, time management, and computer applications. The College also offers customized courses in welding, CPR, plumbing, carpentry, and others.

No matter what training need may arise within an organization, Wallace Community College stands ready to provide quality training when it is required!

Call 334-556-2203 or visit www.wallace.edu/workforce_dev

WAYS TO REGISTER

1) REGISTER BY PHONE using a MasterCard, Visa, or Discover by calling 334-556-2203 or 1-800-543-2426, ext. 2203.

2) MAIL REGISTRATION FORM AND PAYMENT TO

Wallace Community College
5565 Montgomery Hwy
Dothan, AL 36303

CANCELLATIONS & REFUNDS

To receive a refund, written notice of withdrawal is required one week before the class begins. If a course is cancelled by the College, all persons enrolled will be notified and full refunds made. NO REFUNDS WILL BE ISSUED AFTER THE COURSE BEGINS.

CONFIRMATION: We do not send confirmation cards. Please mark your calendars with dates and times.

Check out our complete listing of noncredit short courses at www.wallace.edu/workforce_dev.

REGISTRATION FORM

You may duplicate this form.
(Please print)

Name ___________________________ Social Security No. ___________________________
Address ___________________________ Date of Birth ___________________________
City ___________________________ State _______ ZIP _______ Employer ___________________________
Phone (H) __________________ (W) __________________ (FAX) __________________
Male ___ Female ___ Race _____ Email ________________________________

Course Name/Number ___________________________ Payment method ( ) Check ( ) Money Order
_________________________________________ ( ) Cash ( ) Visa ( ) Master Card

Credit Card No. ___________________________ Exp. Date _____________ Name on Card ________________

Wallace Community College affords equal opportunity to all employees and applicants for admission or employment regardless of race, gender, religion, national origin, age, or disability. WCC will make reasonable accommodations for persons with disabilities.

A portion of the above information is used by Wallace Community College for reporting purposes only.