There’s more to life. Learn something new!
MISSION
WCCC improves the quality of life of everyone we touch through education, training and cultural enrichment.

VISION
WCCC is a learning-centered college focused on student success, a catalyst for economic growth, a leader in workforce development, and a hub for cultural and artistic experiences.

VALUES
WCCC has a framework of cultures and values that embraces
- Commitment to Teaching and Learning
- Accountability
- Diversity
- Collaboration and Cooperation
- Social Responsibility
- Integrity
- Innovation

Personal Enrichment Classes – Page 4
Get into shape
Gain new cooking skills
Learn a new language

Online Education2Go Classes – Page 38
Create web pages
Learn accounting basics
Invest in real estate

Business & Professional Development Classes – Page 24
Acquire advanced teaching methods
Learn the essentials of supervision

Public Safety/Emergency Medical Services Classes – Page 42
EMS responder courses
Health care certificate programs
Firefighting courses
Law enforcement courses
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### Continuing Education Units (CEUs)

Continuing Education Units (CEUs) are awarded to a student at the rate of 1 CEU for every 10 hours of contact. The CEU is a nationally recognized unit of measure to record an individual’s continuing education. CEUs do not correlate to college credit classes. The college maintains student records of CEU accomplishments and copies are available through the Records Department.

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### Notice of Nondiscrimination

Westmoreland County Community College will not discriminate in its educational programs, activities or employment practices based on race, color, national origin, sex, sexual orientation, disability, age, religion, ancestry, union membership or any other legally protected classification. Announcement of this policy is in accordance with state law including the Pennsylvania Human Relations Act and with federal law, including Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Educational Amendments of 1972, Section 503 and 504 of the Rehabilitation Act of 1973, the Age Discrimination Act of 1975, and the Americans with Disabilities Act of 1990. Inquiries should be directed to the Affirmative Action Officer (presently Sylvia Detar) at 724-925-4190 or in Room 4100D, WCCC Business & Industry Center, Youngwood, PA 15697.
PERSONAL ENRICHMENT

Arts & Crafts

Knitting
Looking for an inexpensive hobby that is fun and relaxing? Knitting is a great way to express your creativity and enhance hand-eye coordination while creating something beautiful! Knitting is a perfect activity for the winter months and great for making holiday gifts for family and friends. You will learn the basics of knitting and begin a new project each week. The first half of each class will be instruction on featured skills, and the second half will be spent working on the week's project. Bring one pair of knitting needles (size 13 or 15). Supply list will be distributed at first class.

Tanya Gaudino, $55 tuition + $5 material fee, 1.2 CEUs
RTSX 2702-01 6 Wednesdays starting March 4, 6-8 p.m.

NEW - Collecting Pressed Pennies
Begin the family friendly hobby of collecting elongated coins – more commonly known as pressed or squished pennies. Pressed pennies are an inexpensive souvenir that document family vacations and special events. Join us to hear the history of this hobby and learn how to get started. We will discuss locating machines, penny cleaning, storage, trading, theme collecting, supplies and hobby organizations. Registered adults may bring their children to class. (Only the adults need to register.)

Kimberly Bringe, $15 tuition + $8 material fee, .3 CEUs
HOBX 0906-01 Thursday, April 16, 6-9 p.m.

NEW - Personalize & Accessorize
Accessories usually complement an outfit, but imagine how fun it would be to pick your accessory before your outfit! Design your own “statement” jewelry pieces, as well as turn scrap fabric and recycled clothes into modern additions to any wardrobe. Supply list will be reviewed at first class. Registration closes on April 7.

Tanya Gaudino, $75 tuition + $10 material fee, 1.8 CEUs
CRFX 0028-01 6 Wednesdays starting April 15, 6-9 p.m.

“Great instructor, great group! Was fun to be with like-minded people!”
Karla T.
Botanical Drawing

ENROLL EARLY! Decisions to hold a class are based upon enrollment approximately one week prior to the start date.
Sew Stylish
Have you always wanted to learn how to make your own clothes or home interiors? If yes, this class is for you. Navigating your sewing machine, using sewing tools, purchasing fabric and reading sewing patterns will become easier after each class. You will create multiple projects, such as a home interior project, an accessory and a clothing project. A supply list will be distributed at the first class. Bring your sewing machine and manual to class every week. Registration closes a week before the class start date. Tanya Gaudino, $89 tuition + $3 material fee, 2.1 CEUs
PRDX 7173-01  7 Mondays starting March 2, 6-9 p.m.

Fitness/Health

Chinese Self Defense
A softer no-nonsense approach to self-defense utilizing pure techniques rather than power by combining soft style Kung-Fu and Jujitsu. A highly effective system that is easy to learn, will get you in shape, help you lose weight and gain confidence. This course is open to men and women. Taught by Master Nick Long, a former national champion 9th degree Black Belt Master Grade with 40 years teaching experience. Conducted at Nick Long’s Studio, 424 Tremont Avenue, Greensburg. $49 tuition, 9 CEUs
PHSX 0913-45  6 Tuesdays starting March 10, 7-8:30 p.m.

Fight Like a Girl
Fight Like a Girl is a proven personal violence prevention program developed to teach women techniques to limit potential dangerous situations. Classes are hands-on, entertaining and filled with practical skills that are practiced with each participant. The techniques are simple and highly effective for creating a window of escape. Girls (14 & older) are welcome to attend with a family member (both must register). Wear comfortable clothes and shoes. Cassandra Kintigh, $29 tuition, .6 CEUs
PHSX 2153-01  3 Wednesdays starting April 15, 7-9 p.m.

NEW - A Dietitian at Home
Discover healthy eating strategies that will work for most lifestyles. The benefits of the Mediterranean diet, the pros and cons of some popular fad diets as well as tips on meal planning for yourself or a family. Emily Flynn, $15 tuition, .25 CEUs
MEDX 1381-60 Monday, March 23, 6-8:30 p.m.
(WCCC-Latrobe)

Gluten-Free Diets: Fact & Fiction
Do you know the difference between Celiac disease, wheat allergies and gluten-sensitivity and the complications that result from these conditions? Would you like to learn why the gluten-free diet is the latest fad? Learn how to avoid gluten contamination at parties and when eating out, as well as from your medication. Helpful supplements, alternative grains and good nutrition will be presented. Jane Rittenhouse, $15 tuition + $2 material fee, .3 CEUs
MEDX 2655-01 Thursday, April 16, 6-9 p.m.

Golf (Ages 13 & older)
Beginners - learn the fundamentals. Recreational golfers - refine your skills. Focus is on grip, stance, driving, irons, chipping and putting. Bring any iron to first session, which is held at WCCC, and be prepared to pay for a bucket of golf balls for classes two through six, which are held at the driving range. (Willowbrook Mini Golf & Driving Range, 190 Slate Run Road, Greensburg)
NOTE: Attendance at first classroom session at WCCC is mandatory. Chad Seibel, $35 tuition, .6 CEUs
PHSX 2600-01  6 Tuesdays starting April 14, 5:30-6:30 p.m.
PHSX 2600-02  6 Tuesdays starting April 14, 6:30-7:30 p.m.
PHSX 2600-03  6 Wednesdays starting April 15, 5:30-6:30 p.m.
PHSX 2600-04  6 Wednesdays starting April 15, 6:30-7:30 p.m.

For more information about Personal Enrichment classes, contact Sylvia Detar, director/Continuing Education, 1-800-262-2103, ext. 4190.

For textbook prices and information, visit wccc.edu/bookstore.

To register, call 724-925-4204 or 1-800-262-2103, ext. 4204.
Happy Healthy Living: Chinese Exercises & Acupressure
Chinese Medical Exercises and acupressure massage therapy is based on the traditional Chinese medicine meridian theory which has been used in the treatment and prevention of illness for over 2,000 years. You will learn and practice these exercises that consist of pressing one’s own pressure points and stimulating areas of the body that will help you develop muscle tone, boost your immune system, balance emotions, flush out toxins and open blockages to improve circulation and energy flow and balance Yin and Yang. Lingzhi Cai, MD, PhD, $55 tuition + $2 material fee, .2 CEUs
MEDX 3009-01 6 Fridays starting March 20, 1-3 p.m. (no class April 3)

NEW - HeadSTRONG! – Improving Brain Health
HeadSTRONG isn’t about being stubborn…it’s about really understanding how the human brain is structured, how it works and how to prevent, fight and even potentially reverse widely diagnosed conditions including ADHD, Alzheimer’s and dementia. Discussions will focus on current research and topics such as gut-brain-gluten connection and the impact of medications and nutrition through the lifespan. Great information for parents, teachers and health care givers! A “brainfood” snack will be provided at each session. Barbara LaRocque, $55 tuition + $15 material fee, 1.0 CEUs
MEDX 3027-60 4 Mondays starting April 6, 6-8:30 p.m. (WCCC-Latrobe)

NEW - Health & Well-Being Sampler
Bring balance into your life through four short Qi Gong techniques; guided meditation, breathing, self-massage and “focus wheel.” Wear comfortable clothes and shoes to class. Linda Vucelich, $15 tuition, .2 CEUs
MEDX 3036-60 2 Wednesdays starting April 8, 7-8 p.m. (WCCC-Latrobe)

NEW - The Versatility of Herbs
Herb gardening is relaxing and rewarding. Your own home grown herbs can provide you with fresh flavors for cooking, teas, crafting, aromatics and even cleaning. Join us to learn more about growing, harvesting, drying and storing herbs. Ellen Marsili, $35 tuition, .6 CEUs
NTRX 8560-01 3 Wednesdays starting April 15, 7-9 p.m.

Heartsaver CPR AED with Pediatric AED
A classroom, video-based, instructor-led, American Heart Association course that teaches adult and child CPR and AED use, as well as how to relieve choking. Teaches skills with AHA’s research-proven Practice-While-Watching (PWW) technique, which allows the instructor to observe you, provide feedback and guide your learning of skills. For anyone with limited or no medical training who needs a course completion card in CPR and AED to meet job, regulatory or other requirements. Two-year certification awarded upon successful completion. This course meets OSHA-compliant first aid training requirements. Text can be purchased at the WCCC Bookstore. $29 tuition + $9 material fee + required text (review of textbook prior to class is required), .4 CEUs
MEDX 1019-01 Thursday, March 19, 6-10 p.m.
MEDX 1019-60 Tuesday, April 21, 5:30-9:30 p.m. (WCCC-Latrobe)

Heartsaver First Aid
A classroom, video-based, instructor-led, American Heart Association course that teaches critical skills to respond to and manage an emergency in the first few minutes until emergency medical services (EMS) arrives. You will learn skills such as how to treat bleeding, sprains, broken bones, shock and other first aid emergencies. For anyone with limited or no medical training who needs a course completion card in first aid to meet job, regulatory or other requirements. Two-year certification awarded upon successful completion. This course meets OSHA-compliant first aid training requirements. Text can be purchased at the WCCC Bookstore. $25 tuition + $9 material fee + required text (review of textbook prior to class is required), .3 CEUs
MEDX 3028-01 Tuesday, April 7, 6:30-9:30 p.m.

NEW - Happy Healthy Living: Chinese Exercises & Acupressure
Chinese Medical Exercises and acupressure massage therapy is based on the traditional Chinese medicine meridian theory which has been used in the treatment and prevention of illness for over 2,000 years. You will learn and practice these exercises that consist of pressing one’s own pressure points and stimulating areas of the body that will help you develop muscle tone, boost your immune system, balance emotions, flush out toxins and open blockages to improve circulation and energy flow and balance Yin and Yang. Lingzhi Cai, MD, PhD, $55 tuition + $2 material fee, .2 CEUs
MEDX 3009-01 6 Fridays starting March 20, 1-3 p.m. (no class April 3)
ENROLL EARLY! Decisions to hold a class are based upon enrollment approximately one week prior to the start date.

To register, call 724-925-4204 or 1-800-262-2103, ext. 4204.

PERSONAL ENRICHMENT

Qi Gong for Energy & Health
In four sessions, you will learn a complete nine-minute system of 13 simple, flowing movements. This practice increases and strengthens the immune system’s functioning and promotes overall harmony and well-being with movement, breathing and repetition. Qi Gong (Qi means energy and Gong means practice) is the foundation of Tai Chi. No experience needed. Wear comfortable clothes. Linda Vucelich, $29 tuition, 4 CEUs.

MEDX 6913-01 4 Wednesdays starting March 11, 10:30-11:30 a.m.
MEDX 6913-60 4 Wednesdays starting March 4, 7-8 p.m.
(WCCC-Latrobe)

Reiki Level One
Certified Training Course
Earn certification in Reiki, a hands-on stress reduction technique that may be very effective for chronic pain. Brought to the U.S. from Japan in the 1930s, this is an ancient method by which healing energy is transferred to a person by the light placing of the hands on various parts of the body. Certified Reiki Master Kathryn Duffy and Janet Jackson-Wensel, $55 tuition + $30 material fee (includes materials and certification), 1.0 CEUs.

JREX 9815-72 Part One: Saturday, April 11, 10 a.m.-5:30 p.m.
Part Two: Monday, April 20, 6:30-9:30 p.m.
Classes will be held at Energy Connection Creative Healing Center, 150 Robbins Station - Suite 6, North Huntingdon. 724-863-2309

Beginning Tai Chi
A program of continuous, non-strenuous movements designed to improve mental focus and concentration, relax and tone the major joints in the body, increase energy levels and build internal strength and suppleness. Wear comfortable clothes and shoes. Patricia Cummerick, $35 tuition, .6 CEUs.

MEDX 8018-01 6 Thursdays starting March 12, 2-3 p.m.
(no class April 2)

Tai Chi Level II
Perfect your form and balance through practice. Wear comfortable clothes and shoes. Prerequisite: Beginning Tai Chi. Patricia Cummerick, $35 tuition, .6 CEUs.

MEDX 8019-01 6 Thursdays starting March 12, 3-4 p.m.
(no class April 2)
Walk Live
Walk Live is an indoor aerobic walking program which has been helping people get fit for over 25 years. You will engage in a three-mile heart pumping, calorie torching aerobic indoor walk geared for all fitness levels. If you can walk, you can do this program. The foundation of the program is three simple steps that the instructor will build on to show you how to suit it to your fitness level. Benefits to participating in a walk live class include: Improved cardio respiratory functioning, increased endurance, reduced risk of coronary heart disease, reduced stress, elevated mood, improved sleep, weight loss and decreased risk for diabetes. Angie Tomer, $45 tuition, .8 CEUs
PHSX 9039-01 8 Thursdays starting March 5, 5:30-6:30 p.m. (no class April 2)

“Each week I could feel my flexibility and strength improve.”

Elizabeth P.
Hatha Yoga

Hatha Yoga
Yoga is an ancient practice that promotes a sense of inner peace through a series of physical exercises (asanas or postures) and breathing techniques. What sets yoga apart from fitness programs is an emphasis on the breath, as well as a noncompetitive attitude. Concentration is on Hatha Yoga stretches, centering and meditation. Meditations will have themes of yogic principles and peace. Poses are presented with different levels of difficulty and demonstrated. Yoga is all about breathing, smiling, feeling better and being more at peace. Bring yoga mat to class. For class held in Latrobe, also bring yoga block and strap. $45 tuition, 1.0 CEUs
PHSX 9490-90 Saroja Chandra
8 Tuesdays starting
March 10, 6-7:15 p.m.
(no class March 24)
(WCCC-Bushy Run)

PHSX 9490-60 Tracy Cedergren Tryall
8 Mondays starting
March 16, 6-7:15 p.m.
(WCCC-Latrobe)

Gentle Yoga
An introduction into yoga techniques for those who haven’t exercised lately or are limited in mobility. Learn to apply the principles of yoga to stimulate the body into more flexibility, the mind into awareness and peace and to unlock the potentiality that is within all of us. Bring a mat or towel to class. Nancy Micheals, $45 tuition + $2 material fee, 1.0 CEUs
PHSX 9485-01 8 Tuesdays starting March 10, 9:30-10:45 a.m.

Zumba
Zumba
A mixture of Latin and international music and dance combined with fitness provides an invigorating and effective workout. It is so much fun you won’t believe you are exercising! Wear good, supportive sneakers and bring water. Cindy Huth, $45 tuition, .8 CEUs
PHSX 9980-01 8 Mondays starting March 9, 5-6 p.m.

“Each week I could feel my flexibility and strength improve.”

Elizabeth P.
Hatha Yoga

ENROLL EARLY! Decisions to hold a class are based upon enrollment approximately one week prior to the start date.
KITCHEN RULES
Open-toed shoes, sleeveless tops, shorts and capris are not permitted in the kitchen. Please wear non-skid shoes.

Food
See Children’s Cooking classes, Page 29

Cake Decorating I
Learn all the basics of cake decorating, including seven borders, 13 flowers, basket weave, lattice and transfers. The first session meets for only one hour to receive a material list and discuss supplies. Limit 12 students. Mary Lou Cinciripini, $85 tuition + $7 material fee, 1.5 CEUs
FODX 0460-01 8 Tuesdays starting March 10, 6-8 p.m.
(first class 6-7 p.m.)

Cake Decorating II
Learn the basics of decorating cakes with flowers, borders, leaves, and more. Mary Lou Cinciripini, $110 tuition + $10 material fee, 1 CEU
FODX 0460-02 4 Wednesdays starting April 22, 6-8:30 p.m.

Fondant & Gum Paste
If you enjoyed playing with clay as a child, you’ll love decorating with fondant. Learn to decorate your cakes with leaves, borders and cutouts using flexible, easy-to-shape fondant and create beautiful flowers such as calla lilies, carnations, roses, lilies, daisies and tulips out of gum paste. You will decorate a cake with fondant and the flowers you created in the final class. Must have prior cake decorating knowledge. Registration closes one week prior to the start date. Supply list will be mailed. Mary Lou Cinciripini, $59 tuition + $7 material fee, 1.2 CEUs
FODX 2159-01 4 Wednesdays starting April 15, 6-9 p.m.

Pirohi (Pierogies)
Potato, cheese and sauerkraut filled pirohi just like grandma made. You will leave class with a dozen pirohi you prepared. Deborah Moore, $22 tuition + $13 material fee, .35 CEUs
FODX 6644-01 Tuesday, March 3, 6-9:30 p.m.

Veggie Lasagna in Besciamella
For the vegetarian in you, Sergio presents asparagus, mushrooms, spinach, onions, zucchini and tomatoes in one casserole. Prepare this alla minute or in advance and serve at a later date. Sergio Maragni, $22 tuition + $21 material fee, .35 CEUs
FODX 8458-01 Tuesday, March 10, 6-9:30 p.m.

Paska
Prepare traditional eastern European Easter bread and take it home with you to share with your family and friends. Deborah Moore, $25 tuition + $13 material fee, .4 CEUs
FODX 6500-01 Saturday, March 14 9 a.m.-1 p.m.

Stir Fry
Shrimp with chicken stir-fry and a vegetable stir-fry served with wonton soup. Amy Gong, $20 tuition + $18 material fee, .35 CEUs
FODX 7566-01 Tuesday, March 17, 6-9:30 p.m.

Mom’s Nut Rolls
Come to class and learn how to make this traditional sweet bread pastry from scratch using yeast dough and a buttery, sweet walnut filling. You will take two nut rolls home. Deborah Moore, $29 tuition + $19 material fee, .4 CEUs
FODX 6005-01 Tuesday, March 24, 5:30-9:30 p.m.
FODX 6005-02 Saturday, March 28, 9 a.m.-1 p.m.

For more information about Personal Enrichment classes, contact Sylvia Detar, director/Continuing Education, 1-800-262-2103, ext. 4190 or detars@wccc.edu.

Unless otherwise noted, classes are for ages 18 and older.

To register, call 724-925-4204 or 1-800-262-2103, ext. 4204.
Soups alla Italiano
Traditional hearty Italian fare—pasta e fagioli, pasta e patate and pasta e lentilchies. Easy to make, filling and delicious. Sergio Maragni, $25 tuition + $21 material fee, .35 CEUs
FODX 7562-01 Tuesday, March 31, 6-10 p.m.

Fresh Pasta
Ravioli, spaghetti and maltagliati served with a variety of traditional Italian regional sauces. Sergio Maragni, $22 tuition + $21 material fee, .35 CEUs
FODX 9542-01 Tuesday, April 7, 6-9:30 p.m.

Spring Roll
Pork, shrimp and vegetable spring rolls served with hot and sour soup. Amy Gong, $20 tuition + $16 material fee, .35 CEUs
FODX 7563-01 Tuesday, April 14, 6-9:30 p.m.

Fresh Mozzarella
Learn to make this Italian delicacy. A sweet cheese that is best enjoyed when freshly made. Easy to prepare and may be served in a variety of ways (as an appetizer, in salads, in sandwiches, with pasta, fried or simply by itself with a slice of bread). This humble cheese enriches anything it touches, and its versatility is limited only by your imagination. Sergio Maragni, $25 tuition + $21 material fee, .4 CEUs
FODX 5373-01 Saturday, April 18, 9 a.m.-1 p.m.

Pagach
Pagach is a yeast-filled dough that is stuffed with potato and cheese, fried sauerkraut, fried sweet cabbage or cottage cheese. It is the Slovak version of a calzone. Deborah Moore, $25 tuition + $15 material fee, .4 CEUs
FODX 6490-01 Saturday, April 25, 9 a.m.-1 p.m.

Cheregi
A light Slovak knot doughnut rolled in powdered sugar or cinnamon sugar. You will go home with a couple dozen cheregi. Deborah Moore, $20 tuition + $13 material fee, .35 CEUs
FODX 0903-01 Tuesday, April 28, 6-9:30 p.m.

NEW - Seafood Appetizers
Come and prepare shrimp Marcello, mussels in vermouth and scallops aioli. Your friends and family will love these appetizers. Sergio Maragni, $25 tuition + $21 material fee, .4 CEUs
FODX 7539-01 Tuesday, May 5, 6-10 p.m.

Pizza & Calzone
You’ve had them at your local pizzeria, now come and join Sergio and see how easy they are to make. Put your imagination to work and create personalized toppings and fillings for your family and friends. Sergio Maragni, $25 tuition + $21 material fee, .4 CEUs
FODX 6654-01 Tuesday, April 21, 6-10 p.m.

Italian Desserts
Come and make Tiramisu and zabaglione. They are easier to make than you think. A light pasta entrée will also be prepared. Sergio Maragni, $25 tuition + $21 material fee, .4 CEUs
FODX 3061-01 Tuesday, May 12, 6-10 p.m.

For textbook prices and information, visit wccc.edu/bookstore.
Butterflies are beautiful and colorful winged creatures that enter your garden every summer and are vital to pollination to support the growth of additional flowers. The 12 most common butterflies found in our area will be identified and discussed. The plants that attract and support these butterflies will be reviewed along with a number of useful gardening practices. A video of the metamorphosis of a Monarch Butterfly will be shown. Ron Patun, Master Gardener, $10 tuition + $2 material fee, .2 CEUs
NTRX 0456-60 Tuesday, April 21, 6-8 p.m.
(WCCC-Latrobe)

Colonial Gardens
Colonial gardens were used in the U.S. during the 1700’s Colonial Period as a way to provide food for the pioneer settlers. They were also called kitchen gardens because they were usually built close to the place of residence, near the kitchen. In addition to food crops, they contained herb supplements and a wide variety of native flowering plants. The gardens were usually enclosed in fenced-in garden plots to reduce crop loss from wandering cattle or wildlife. Topics reviewed will include garden design, crop selection and the use of native flowering plants. Two colonial gardens in Westmoreland County will be highlighted. Ron Patun, Master Gardener, $10 tuition + $2 material fee, 2 CEUs
NTRX 0916-01 Tuesday, April 28, 6-8 p.m.

Creating Stunning Containers
Carol Chernega, Garden Writer, Penn State Master Gardener
Containers add the final touch to a beautiful garden. Master Gardener Carol Chernega will help you choose the right pot, the right plants and the right soil plus show you how to put it all together. You’ll receive a list of plants that work best in containers and get inspired by ideas for the new gardening season. $15 tuition, .225 CEUs
NTRX 0920-01 Tuesday, March 17, 7-9:15 p.m.
Languages & Culture

Italian, Level I
In this introductory course in Italian, you will acquire basic speaking, reading and writing skills while learning about Italian culture. Grammar, tenses, structure and conversation are included. Textbook available at the WCCC Bookstore. Antonella DiFilippo-Petruccelli, $129 tuition + $2 material fee + required textbook, 3.0 CEUs
LNGX 3060-01  10 Mondays starting March 9, 6-9 p.m.

Italian, Level II
A continuation of Level I with an emphasis on speaking, reading and writing. You will build vocabulary through conversation while learning new verb tenses and grammar. Textbook can be purchased at the WCCC Bookstore. (Textbook is same as Level I). Antonella DiFilippo-Petruccelli, $129 tuition + $2 material fee + required textbook, 3.0 CEUs
LNGX 3081-01  10 Tuesdays starting March 10, 6-9 p.m.

NEW - Italian, Level III
Take your Italian speaking to the next level in this advanced course. New grammar and verb tenses will be introduced, while keeping the emphasis on speaking and writing. Prerequisite: Italian Level II. Textbook can be purchased at the WCCC Bookstore. (Textbook is same as Levels I & II). Antonella DiFilippo-Petruccelli, $129 tuition + required textbook, 3.0 CEUs
LNGX 3082-01  10 Thursdays starting March 5, 11 a.m.-2 p.m.
(no class April 2)

NEW - Speed Spanish
Imagine yourself speaking, reading and writing Spanish. Designed for anyone who wants to learn Spanish pronto, you’ll learn six easy recipes for gluing Spanish words together to form sentences. In no time at all, you’ll be able to go into any Spanish speaking situation and converse in Spanish. Course runs for six weeks. Cost is $99. For class start dates and to register, go to www.ed2go.com/wcconed.

Personal Enrichment

Extending the Season for Year-Round Gardening
Doug Oster, Horticulturist, Pittsburgh Post-Gazette Staff Writer & Co-host of The Organic Gardeners on KDKA radio
Many people garden from frost to frost, but the garden season can literally last all year. By choosing the right plants and providing some protection, the garden can provide vegetables and flowers 365 days a year. $15 tuition, .225 CEUs
NTRX 9748-01  Tuesday, March 31, 7-9:15 p.m.

The Good, the Bad and the Ugly of Landscape Pest Problems
Sandy Feather, Commercial Horticulture Educator, Penn State Extension, Allegheny County
It can be heart-stopping when you notice a bunch of insects on your favorite plant—but is it really a problem? Could they actually be good guys? Is it something you can manage on your own or do you need to call in a pro? Join Sandy for an informative session on landscape pest problems to help you sort it all out. $15 tuition, .225 CEUs
NTRX 4513-01  Tuesday, April 7, 7-9:15 p.m.

Principles of Landscape Design
Dr. Xuri Zhang, Professor of Horticulture, WCCC
Designing a landscape is an art. It means organizing an outdoor space by placing plants and other objects in an aesthetic, pleasing arrangement. Xuri will cover plant selection and placement and offer sustainable design ideas for you to use in your own landscape. $15 tuition, .225 CEUs
NTRX 4512-01  Tuesday, April 14, 7-9:15 p.m.

NEW - Italian, Level III
Take your Italian speaking to the next level in this advanced course. New grammar and verb tenses will be introduced, while keeping the emphasis on speaking and writing. Prerequisite: Italian Level II. Textbook can be purchased at the WCCC Bookstore. (Textbook is same as Levels I & II). Antonella DiFilippo-Petruccelli, $129 tuition + required textbook, 3.0 CEUs
LNGX 3082-01  10 Thursdays starting March 5, 11 a.m.-2 p.m.
(no class April 2)

NEW - Speed Spanish
Imagine yourself speaking, reading and writing Spanish. Designed for anyone who wants to learn Spanish pronto, you’ll learn six easy recipes for gluing Spanish words together to form sentences. In no time at all, you’ll be able to go into any Spanish speaking situation and converse in Spanish. Course runs for six weeks. Cost is $99. For class start dates and to register, go to www.ed2go.com/wcconed.

ENROLL EARLY! Decisions to hold a class are based upon enrollment approximately one week prior to the start date.

Denotes Online Class
Law & Money

Protect Your Assets
Protecting your hard-earned assets is a challenge. Learn the facts on nursing home care, Medicaid and retirement planning. Discussion will include how to protect your assets from a nursing home stay, the biggest mistake seniors make on titling assets, estate planning for the middle class and minimizing severe taxes upon death.

David Mickley, CLU, MSFS, ChFC, CFP®, CMP™, CLTC, $19 tuition, .3 CEUs
FINX 7553-01 Wednesday, April 22, 6-9 p.m.

Divorce Mediation: An Alternative Approach to Traditional Divorce Litigation
If you and your spouse have determined that your marriage is irretrievably broken; want to minimize the financial and emotional impact of divorce; know the value of marital assets, incomes, and the extent of liabilities; want to take an active role in the divorce process; desire to dictate the outcome of the divorce, then Divorce Mediation is the right choice. Unlike Traditional Divorce Litigation, divorce mediation keeps the decision-making process in your hands. It is the process wherein a neutral third party – a mediator – works to encourage and facilitate dispute-resolutions between you and your spouse. It is an informal and non-adversarial process with a simple objective: to help you and your spouse reach a mutually acceptable and voluntary agreement. The mediator’s role includes, but is not limited to, assisting to identify issues, fostering joint problem solving, and exploring settlement options and alternatives.

J. Douglas Farrell, Margaret Tremba, $15 tuition. .2 CEUs
PRDX 1390-01 Tuesday, March 24, 6-8 p.m.

For more information about Personal Enrichment classes, contact Sylvia Detar, director/Continuing Education, 1-800-262-2103, ext. 4190 or detars@wccc.edu.

Estate Planning
This class provides fundamental estate planning strategies to help you reduce costs/taxes and avoid the pitfalls that commonly occur with simple estates. Topics include: avoidance of probate, Medicare reimbursement for nursing homes and guardianship proceedings. Attorney Eric Bononi, $5 tuition, .1 CEUs
FINX 1752-01 Monday, March 30, 6-7 p.m.

Invest in Your Debt
Learn how to pay off all debt, including mortgages, in seven to 10 years using only present income. You will learn specific mathematical techniques for rapidly paying down debt. Whether you earn $20,000 or $120,000, you will benefit from this practical, proven method. No get-rich-quick schemes - just simple math and surprising results. Bring a list of your debts, with balances and monthly payments, along with a calculator to class. Optional textbook available from the instructor for $45.
Linda Banks, $19 tuition + $7 material fee, .3 CEUs
FINX 3220-01 Monday, April 13, 6-9 p.m.

Buying a Home in Today’s Market
Buying a home is one of the most important investment decisions you can make. This course will provide an overview on where to start, what to look for in determining value, best financing for your lifestyle and needs, making the best investment, inspections, understanding the contract and more.
Scott Ludwick, $10 tuition, .2 CEUs
RESX 0460-01 Wednesday, April 1, 6-8 p.m.

Selling a Home in Today’s Market
Whether you sell your home on your own or go through an agent, this class will be beneficial for you. Preparing your home for the market, determining value, maximizing the selling price, avoiding problems, reducing selling time and understanding the contract will be covered. Scott Ludwick, $10 tuition, .2 CEUs
RESX 7500-01 Wednesday, March 11, 6-8 p.m.
Pay for Long-term Care
The average cost of nursing home care in the Commonwealth of Pennsylvania is now over $8,400 a month. What would your family do if faced with a nursing home stay? What is the difference between personal care, assisted living and nursing home care? What options exist to allow loved ones to stay at home? What benefits are available to help pay for the care we need? Will I lose my house if I accept help from Medicaid? This class will discuss the answers to these questions and more. Colleen Bratkovich, Esquire, $25 tuition, .6 CEUs
FINX 4860-01 2 Thursdays starting March 19, 6-9 p.m.

Real Estate Investments
Do the current conditions in the real estate market deter you from investing? Learn the tips necessary to succeed in real estate investing! Topics include how to select profitable properties, execute a plan for renovations, screen tenants and manage your investments. Otis DiCerbo, $25 tuition + $2 material fee, .3 CEUs
FINX 6699-01 Thursday, March 12, 6-9 p.m.

Seasoned Investors
Are you looking for ways to protect and grow your investment accounts? Learn why stocks and mutual funds fluctuate in value and study various procedures to help you track your performance. Additional items covered will include mutual fund analysis, loss control strategies, professional charting techniques, free online research websites, portfolio management tools and stock selection methodologies. Designed for both conservative and aggressive investors. Computer/Internet experience required. Investment experience preferred. Brett Pechersky, $65 tuition, 1.25 CEUs
FINX 3221-01 5 Tuesdays starting March 10, 6-8:30 p.m.

Small Claims Court
Judge Judy, step aside! Have you been treated unfairly? Does someone owe you money? In this class with District Justice James N. Falcon, you’ll learn how to file a suit (and the possible outcomes) without using a lawyer. $15 tuition, .3 CEUs
LAWX 7555-01 Thursday, March 26, 6-9 p.m.

NEW · The X Factor · Retirement Readiness for Generation X
Generation X is the generation with birth dates ranging from the early 1960s to the early 1980s. Gen X is on a retirement collision course. These post boomers will start turning 67 (the full retirement age for social security benefits) one year before the Social Security Trust fund is projected to run out of money. As employer provided pension plans have become a thing of the past, it’s more important than ever that Generation X takes personal responsibility in building their retirement savings. This course will address these issues and more. The good news: You have time to change your retirement destiny. Enroll now to find out what you need to do. David Mickley,CLU, MSFS, ChFC, CFP®, CMP™, CLTC, $19 tuition, .3 CEUs
FINX 9050-01 Tuesday, April 14, 6-9 p.m.

Basic Will Writing
Step-by-step instructions will be provided. You’ll leave with the knowledge to complete a basic will and, if desired, a living will and organ donor form. A basic will provides for general distribution of property; names a guardian/trustee for children, if needed; names a personal representative to administer the estate; and provides specific burial instructions, if desired. Attorney Mary Ann Grec, $25 tuition, .4 CEUs
LAWX 5300-01 Monday, April 6, 6-10 p.m.
Personal Interest

NEW - Achieving Success with Difficult people
Improve your relationships with difficult bosses, co-workers, students, neighbors or relatives. Course runs for six weeks. Cost is $99. For class start dates and to register, go to www.ed2go.com/wconed.

Beginning Beekeeping
Beekeeping is a great hobby that could also turn into a profitable business. Topics covered include: basics of beginning beekeeping; where to obtain bees; equipment; state inspectors and regulations; and honey safety guidelines. Instructor is a qualified, successful beekeeper with 50 years of beekeeping experience. Curtis Fisher, $59 tuition + $2 material fee, 1.2 CEUs
NTRX 0080-01 4 Wednesdays starting March 18, 6-9 p.m.

NEW - The Art of Beer & Homebrewing
Over 1.2 million people brew beer at home in the United States. If you are interested in joining this group and producing quality beer at home, this class is for you. As we discuss techniques, ingredients and a step-by-step process of brewing, you will be surprised to learn that the process requires minimal equipment and procedures. Last class will meet at a local brewery. Must be 21 years old. Justin Dandoy, $59 tuition, 1.0 CEUs
PRDX 0352-01 4 Tuesdays starting April 7, 6-8 p.m., and Saturday, May 2, 1-3 p.m.

The Basics of Taking an Online Course: Blackboard’s not just Slate & Chalk any Longer!
Taking online courses should not be a stressful experience. In a familiar face-to-face format, prepare yourself for the world of online Internet courses. You will be introduced to the basics necessary for taking online courses with confidence. Blackboard, which is the Course Management System used at WCCC and many local colleges, is the platform used for this class. Registration closes one week before class start date. Grace Sandy, $19 tuition + $5 material fee, .3 CEUs
DAPX 6223-01 Saturday, March 14, 9 a.m.-noon

Beyond the Basics: Blackboard’s not Slate & Chalk, Now What?!
Continue to build your confidence in taking online courses. Explore the advanced features and many tools of Blackboard in a face-to-face format. Registration closes one week before the class start date. Grace Sandy, $19 tuition + $5 material fee, .3 CEUs
DAPX 6224-01 Saturday, March 28, 9 a.m.-noon

International Impact of the American Civil War
In the course of any war, commerce is disrupted and the American Civil War was no exception. We will look at how the naval blockade of southern ports affected foreign economies, helped in the building of the Suez Canal and led to the rise of an extremist Islamic movement. Scott Perry, $15 tuition, .3 CEUs
HSTX 3800-01 Tuesday, March 24, 6-9 p.m.

Origins of the American Revolution
What were the political, philosophical and economic causes of the American Revolution? We will examine how the French and Indian War caused taxation policies that were objected to by the colonial British subjects, how the two revolutions in the 17th century in England played a part in the later revolution in America, and how political writers influenced American revolutionary ideology. Scott Perry, $15 tuition, .3 CEUs
HSTX 6204-01 Wednesday, April 1, 6-9 p.m.

To register, call 724-925-4204 or 1-800-262-2103, ext. 4204.
How to Operate Your Digital Camera
Learn how to use your digital camera with ease and confidence through practical exercises and explanations. This course will show you how to use the buttons, dials and switches on your digital camera for better photographic results. Bring your digital camera and manual to class. Textbook available at the WCCC Bookstore. Alan Laick, $49 tuition + optional textbook, .9 CEUs
DAPX 1478-01  3 Tuesdays starting
March 3, 6-9 p.m.

Digital Photography
Would you like to learn how to use your camera more effectively? This digital photography course is designed to teach beginners how to maximize their images. Learn the basics of photography such as lighting, shutter speed, aperture, exposure and ASA to take photographs and transform them into digital creations using a computer. Victor Pilipovich, $89 tuition + $8 material/lab fee, 1.8 CEUs
DAPX 1470-01  6 Tuesdays starting
April 21, 6-9 p.m.

Yes, You CAN go to Walt Disney World!
Learn how to plan a great Disney vacation for any price range or age group. Whether you want to go on a Florida Disney vacation in the future or already have a trip booked, this class is for you. Disney is a 43-square-mile resort complex with four theme parks, a dozen hotels, its own major highway and transportation system and more. It can be very confusing and expensive. Learn about the hotels, parks, tickets, dining options and hidden extras from someone who has been there more than 35 times. Invaluable tips for getting the most out of your time and money at Disney. Jeanie Gallo-Ciscon, $15 tuition + $2 material fee, .3 CEUs
SCHX 0899-01  8 Wednesdays starting
March 11, 6-8 p.m.

Daycare Decoded
Are you a new parent or expecting a baby in the near future? Choosing a daycare can be daunting. Learn how to assess a daycare from an instructor who worked as a daycare teacher and was a daycare parent at the same time. Cultivating a great relationship with the daycare staff, who will, after all, be helping you to raise your child is essential. Methods to develop these important relationships will be discussed. Come by yourself or as a couple (only one needs to register). Cheryl Schock, $25 tuition, .5 CEUs
PRDX 1305-01  2 Tuesdays starting
March 24, 6-8:30 p.m.

The History of Bushy Run Battlefield
The Battle of Bushy Run was one of the most significant Native American conflicts in American History. Come and discover the role this local historical landmark played in the history of our nation. Scott Perry, $15 tuition, .3 CEUs
HSTX 3072-90  Wednesday, April 8, 6-9 p.m.
(WCCC-Bushy Run)

College Preparation for Students with an Autism Spectrum Disorder
Are you 16 to 21 years old, have an interest in attending college but are intimidated because you have been diagnosed with an autism spectrum disorder or have other social skill deficits? Let our eight-week course help you make the decision whether college is for you. The AERI Behavioral Health curriculum will provide you with didactic instruction and cognitive behavior techniques specific to college acclimation and life-skill development. Sharon Greene, MA, AERI Behavioral Health Services, $75 tuition, 1.6 CEUs
SCHX 0899-01  8 Wednesdays starting
March 11, 6-8 p.m.

For more information about Personal Enrichment classes, contact Sylvia Detar, director/Continuing Education, 1-800-262-2103, ext. 4190.

ENROLL EARLY! Decisions to hold a class are based upon enrollment approximately one week prior to the start date.
NEW - Get to Know Your eReader
Understanding key features of your device and utilizing advanced features will enhance your experience using this technology. Features reviewed will include setting up your eReader, downloading eBooks, customizing your home screen and using App shortcuts to borrowing eBooks from your local library, sharing your collection, identifying sources for free eBooks and transferring files from your computer to your eBook device. All user levels welcome. Bring your eReader and your library card (if you have one) to class. $15 tuition. .2 CEUs

PRDX 1387-01 Thursday, April 30, 6-8 p.m.

Divorce Mediation: An Alternative Approach to Traditional Divorce Litigation
If you and your spouse have determined that your marriage is irretrievably broken; want to minimize the financial and emotional impact of divorce; know the value of marital assets, incomes and the extent of liabilities; want to take an active role in the divorce process; desire to dictate the outcome of the divorce, then Divorce Mediation is the right choice. Unlike Traditional Divorce Litigation, divorce mediation keeps the decision-making process in your hands. It is the process wherein a neutral third party – a mediator – works to encourage and facilitate dispute-resolutions between you and your spouse. It is an informal and non-adversarial process with a simple objective: to help you and your spouse reach a mutually acceptable and voluntary agreement. The mediator’s role includes, but is not limited to, assisting to identify issues, fostering joint problem solving, and exploring settlement options and alternatives. J. Douglas Farrel, Margaret Tremba, $15 tuition, .2 CEUs

PRDX 1390-01 Tuesday, March 24, 6-8 p.m.
NEW - Praxis Core Preparation  🥇
Are you a prospective teacher who needs to pass the Praxis Core Exam? Have you already attempted the Praxis Core and not been successful? If you answered yes to either of these questions, then this course is for you! Test-taking strategies and practice questions that are similar to what is on the exam will be provided. You’ll have the opportunity to take a full-length practice test in each subject area. Using clear explanations, numerous examples, graphics, animation, and videos, this course will not only prepare you for the Praxis Core, but do so in a way that’s fun and interesting. Course runs for six weeks. Cost is $99. For class start dates and to register, go to www.ed2go.com/wcconed.

NEW - SAT/ACT Preparation – Part I  🥇
Master the reading, writing, English, and science questions on the ACT and SAT. In addition to preparing you for the specific question types on both exams, you will be provided with pointers in time management, anxiety relief, scoring and general standardized test-taking. Course runs for six weeks. Cost is $99. For class start dates and to register, go to www.ed2go.com/wcconed.

NEW - SAT/ACT Preparation – Part II  🥇
Master the math questions on the ACT and SAT. In addition to preparing you for the specific question types on both exams, you will be provided with pointers in time management, anxiety relief, scoring and general standardized test-taking. Course runs for six weeks. Cost is $99. For class start dates and to register, go to www.ed2go.com/wcconed.

NEW - Google +  🥇
Google+ has surpassed Twitter to become the second largest social network next to Facebook. Discover the best ways to use this popular and emerging social media platform to raise your online profile, and connect with current and potential new contacts. You’ll learn the advantages of using Google+, how it can help your organization to engage existing users and grow your base, and techniques for using the platform to create relationships and expand your reach and knowledge in particular subject matter areas. Jeff Kart, $195 tuition, 1.6 CEUs
DAPX 2306-W1 April 6-May 1 (online)
**PERSONAL ENRICHMENT**

**Fundamentals of Guitar Playing**
This guitar course is not only an introduction for the beginning guitarist, but is also for the guitarist who has been playing for years but cannot read music. You will learn how to sight read music, play chords and incorporate a variety of techniques in your playing styles, whether they be country, rock, jazz, folk, blues or classical. By the end of this course, you will have the essentials to play guitar as a soloist or to accompany another. Must provide your own acoustic guitar. Purchase your textbook in class ($10.99). Limit 10 students. Deborah Kazsimer, $49 tuition + $2 material fee + text., .8 CEUs
MSCX 2604-01  8 Mondays starting March 16, 6-7 p.m.
MSCX 2604-02  8 Mondays starting March 16, 7:10-8:10 p.m.

**“Excellent approach to learning the craft.”**
Scott S.
Fundamentals of Guitar Playing

**Jam Sessions**
Develop the skills needed to "jam" with other musicians. Includes lessons on chord progressions, lead guitar scales, improvising with multiple genres of music and much more! Must have some playing experience. Bring guitar (acoustic or electric-no amp) to class. Registration closes one week prior to class start date. Deborah Kazsimer, $49 tuition + $30 material fee, .8 CEUs
MSCX 2901-01  8 Mondays starting March 16, 8:20-9:20 p.m.

**Handguns - Home Safety & Personal Protection**
Applicable "use of force" issues and information, self protection tips, knowledge of civil liability issues and information on various gun permits are the focus of this course. Class includes six hours of shooting at the WCCC firearms range. Bring your own handgun and at least 150 rounds of factory ammunition. No hand-loaded ammunition is permitted on range. Shooting is not required, but you will attend the range sessions to be exposed to weapons, understand how they function and appreciate their capabilities and limitations. Bring a holster that fits your handgun and wear a belt to the range portion of the class. Donald Hess, $125 tuition + $10 material fee, 1.6 CEUs
LAWX 2050-01  Monday & Wednesday, March 2 & 4, 6-10 p.m. (Youngwood)
Sunday, March 7, 8 a.m.-5 p.m. (Public Safety Training Center)

**Advanced Handguns - Home Safety & Personal Protection**
Further develop your marksmanship, decision-making skills, personal survival skills and knowledge of use of force issues. Topics covered will include legal ramifications, shooting from behind cover, effective target acquisition, shooting while stationary and on the move, and practical applications of tactical shooting. Class includes six hours of shooting at WCCC’s firearms range. Bring your own handgun and at least 150 rounds of factory ammunition. No hand-loaded ammunition is permitted on the range. Bring a holster that fits your handgun and wear a belt to the range portion of the class. Prerequisite: Handguns-Home Safety and Personal Protection. Donald Hess, $59 tuition + $10 material fee, .8 CEUs
LAWX 2051-78  Sunday, April 12, 8 a.m.-5 p.m. (Public Safety Training Center)

For textbook prices and information, visit wccc.edu/bookstore.

To register, call 724-925-4204 or 1-800-262-2103, ext. 4204.
PERSONAL ENRICHMENT

Civilian Shotgun Familiarization
Learn to safely handle, shoot and properly clean and maintain your personal shotgun. You will be familiarized with the proper utilization of your shotgun and develop shooting skills on our Public Safety Training Center firearms range near Smithton. Skills will be developed specifically on when and how to shoot, target identification and acquisition as well as developing your judgmental skills. Donald Hess, $59 tuition + $10 material fee, .8 CEUs
LAWX 0905-78 Sunday, April 19, 8 a.m.-5 p.m. (Public Safety Training Center)

Laser Shot Training for Civilians
Improve your target acquisition skills, timing, sight picture, as well as judgmental shooting skills. You will be given the opportunity to compete with others and develop skills with moving targets utilizing the LaserShot computer system. This course is limited to adults who have completed the WCCC Handguns-Home Safety & Personal Protection (LAWX 2050) and Advanced Handgun Safety (LAWX 2051) courses. Donald Hess, $59 tuition, .8 CEUs
LAWX 4689-01 Monday & Wednesday, April 13 & 15, 6-10 p.m.

NEW - A Celebration of the Horror Film Genre
Horror films have been captivating and thrilling audiences since the 1890s, but any true lover of the genre knows that these works of art are not just vehicles meant to impose fear, but are creative endeavors with worthwhile messages that reflect the times and societies in which they exist. Through discussion, visual presentations, videos and handouts the classes will be divided into subgenres, such as vampires, serial killers, zombies and evil spirits. Popular films and the myths behind them will also be discussed. Adam Raviart, $29 tuition + $2 material fee, .6 CEUs
PRDX 3104-01 2 Wednesdays starting April 1, 6-9 p.m.

Listening 101
How good of a listener are you? Listening is a communication skill that requires focus, purpose and the appropriate feedback. Come practice listening in a variety of situations. Improving your listening skills can benefit all areas of your life! Ann Osborne, $10 tuition, .2 CEUs
PRDX 4866-01 Thursday, April 16, 6-8 p.m.

Live, Laugh and Love with the Law of Attraction
Live a more satisfying life by utilizing the power of the natural law of attraction. Laugh yourself into well-being. Love the life you create! Diane M. McHirella Elliot, LPC, $25 tuition + $2 material fee, .5 CEUs
PRDX 4867-01 2 Wednesdays starting March 18, 6-8:30 p.m.

Medicare Basics
Many decisions need to be made when you become eligible for Medicare. To assist you in making these informed decisions, information will be presented on Medicare benefits, Medicare Advantage options, Medigap plans and the Medicare prescription drug benefit. Information will be presented by the APPRISE program which is a program of the Department of Aging. The program provides free information and counseling to anyone who is Medicare eligible. Lee Liermann, no tuition, .2 CEUs
PRDX 5019-01 Thursday, March 26, 4-6 p.m.
PRDX 5019-90 Tuesday, April 7, 2-4 p.m. (WCCC-Bushy Run)
PRDX 5019-02 Tuesday, May 12, 6-8 p.m. (WCCC-Latrobe)
PRDX 5019-60 Thursday, May 21, 2-4 p.m. (WCCC-Latrobe)

NEW - Parenting Gifted Children
Raising gifted children in an educational climate where the focus is on mass proficiency and “grade level outcomes” make it difficult to challenge students who are academically advanced. You will learn how to accommodate your children’s academic and social-emotional needs both at home and school. Steve Schroeder-Davis, $145 tuition, 1.6 CEUs
SCHX 5885-W1 April 6-May 1 (online)

Denotes Online Class

For textbook prices and information, visit wccc.edu/bookstore.
**NEW - A Parent’s Guide to the IEP**

Find out what an individual Educational Program or Plan (IEP) is. Understand these rights and learn how to assure your child is receiving the accommodation she or he needs. Jeff Kritzer, $145 tuition, 1.6 CEUs

SCHX 5886-W1 April 6-May 1 (online)

**Photoshop, Level 1**

With this hands-on course, you will enhance photos and artwork that will demonstrate the Photoshop basics and capabilities. Using the powerful tools of retouching, painting and drawing, you will be able to create dazzling images to make your presentations, newsletters or artwork pop. You should know how to use a computer, but no previous Photoshop experience is necessary. Victor Pilipovich, $85 tuition + $10 material/lab fee, 1.5 CEUs

DAPX 6657-90 5 Thursdays starting March 12, 6-9 p.m. (no class April 2) (WCCC-Bushy Run)

DAPX 6657-01 5 Mondays starting March 16, 6-9 p.m.

**Private Pilot Ground School**

Whether you want to earn your wings as a private pilot, prepare for the FAA written exam or just add to your understanding of the world of flight, this informative class provides just the right amount of instruction. Classes are held at the Westmoreland Aviation at the Arnold Palmer Regional Airport. These classes are offered in cooperation with Westmoreland Aviation. Material fee for pilot kit to be paid to Westmoreland Aviation. Discounted flight instruction is available to students of this course utilizing Westmoreland Aviation Aircraft and Instructors. Registration closes February 27. Certified flight instructor, Randy Krofick, CFII, Chelsea McChesney, CFII, Aaron Marcarse, CFII, Don Matthews, CFII, $239 tuition + $120 material fee, 3.6 CEUs

PRDX 5451-62 12 Thursdays starting March 5, 6-9 p.m. (Arnold Palmer Regional Airport)

**NEW - Resume Writing Workshop**

Discover the secret to transforming your tired, boring resume into a powerful tool that will get you interviews. Course runs for six weeks. Cost is $99. For class start dates and to register, go to www.ed2go.com/wconed.

**NEW - Simple Steps to Effective Speaking**

Does your job require you to make presentations? Would you like to feel more comfortable speaking in a group setting? Whether you want to conquer the interview or make important points in meetings, this class will benefit you. In a non-threatening, fun atmosphere, you’ll discover speaking techniques, speech-writing tips and confidence! The only prerequisites are an open mind and a willingness to try. Paulette Harvey, Distinguished Toastmaster, $45 tuition + $2 material fee, .8 CEUs

PRDX 7174-01 4 Wednesdays starting March 11, 6-8 p.m.

**An Introduction to Voiceovers**

Fun, empowering, introductory workshop covering the different types of voiceovers and what tools are needed to find success. You’ll be coached and receive a professional voiceover evaluation later. You’ll have the knowledge necessary to help you decide if this is something you’d like to pursue. Taught by a professional voice actor from the Voice Acting Training Company, Voices for All, $25 tuition, .2 CEUs

JREX 8600-01 Wednesday, March 25, 6-8 p.m.

**NEW - Calling all Weather Channel Junkies**

Become your own meteorologist and predict the weather by looking at the clouds, winds and temperature not only in North America, but also across the globe. We all know that weather predictions impact our lives and activities, but did you know weather impacts the U.S. economy? Come and learn simple forecasting techniques and the important role weather plays in society from a meteorologist who forecasts for the business sector. Michael Gasper, $29 tuition, .6 CEUs

PRDX 8994-01 3 Wednesdays starting March 25, 6-8 p.m.

**Unless otherwise noted, classes are for ages 18 and older.**

To register, call 724-925-4204 or 1-800-262-2103, ext. 4204.
Making Wine is Easy
Yes, you can make your own wine and it is easy. After learning a few basic principles and procedures, you’ll be ready to make and share your own homemade wine. Last class will meet at a winery for a wine tasting. Instructor has won many awards for his winemaking. Must be 21 years old. John Albertson, $49 tuition + $8.50 material fee, .9 CEUs PRDX 9036-30 3 Wednesdays starting April 22, 6-8 p.m. and Saturday, May 9, 1-4 p.m. (WCCC-New Kensington)

Pet Care
Basic Dog Obedience
This course teaches owners how to train a dog in obedience basics, the responsibilities owners have with pets and neighbors and proper care in areas such as noise, cleanup and breeding. Minimum dog age: four months. Requires a certificate from a veterinarian showing PHL w/Parvo given within the last nine months and rabies within the last two years. Bring your dog on a leash. Arlene Halloran, $49 tuition NTRX 1360-01 8 Saturdays starting March 21, 9-10 a.m. (no class April 4) (Science Hall Parking Lot)

Advanced Dog Obedience
This course offers advanced training for those dogs that have learned the basics and are ready to learn to work without leashes and prepare for obedience showing. Learn advanced commands, including retrieving and drop on recall. All dogs will be evaluated for prior training. Arlene Halloran, $49 tuition NTRX 1351-01 8 Saturdays starting March 21, 10-11 a.m. (no class April 4) (Science Hall Parking Lot)

Puppy Kindergarten
This course is for puppies less than six months old that have received all their shots. Puppies will learn how to socialize and behave in different situations. Owners will learn how to deal with housebreaking, chewing, aggression and other common problems. Puppies must wear a leash and a buckle collar to class. Proof of shots must also be provided. Arlene Halloran, $49 tuition + $2 material fee NTRX 6654-01 8 Saturdays starting March 21, 11 a.m.-noon (no class April 4) (Science Hall Parking Lot)

Special Needs Pet Care on a Budget
Caring for pets, whether healthy or special needs, demands love, care, devotion…and money. Hear low cost solutions and remedies for specific and general needs from a guardian of multiple special needs pets. Topics covered will include homemade wheelchairs, support slings, paw protectors, raincoats, diapers, spill proof water bowls, grooming and more. Class will close with a supportive discussion on your own experiences with pet care. Deborah Kazsimer, $10 tuition, .2 CEUs PRDX 7759-01 Monday, March 9, 6-8 p.m.
Safe Driving

AARP Smart Driver Course
This two-session classroom driver retraining program is designed to help adults age 50 and better improve their driving skills. The class covers the effects of aging and medications on driving, basic driving rules, license renewal, local traffic hazards, adverse road conditions, energy saving and accident prevention measures. $20 material fee payable at first class (check or money order only made payable to AARP, no cash). The fee is only $15 if you are a member of AARP (membership card must be presented). NOTE: You must be age 50 or older, have a valid driver’s license and attend both sessions to receive a certificate.

RSVL 2150-60  Monday & Tuesday, February 16 & 17, 9 a.m.-1:30 p.m.  (WCCC-Latrobe)
RSVL 2150-01  Monday & Tuesday, March 23 & 24, 9 a.m.-1 p.m.
RSVL 2150-02  Monday & Tuesday, April 27 & 28, 6-10 p.m.
RSVL 2150-03  Monday & Tuesday, May 11 & 12, 9 a.m.-1 p.m.
RSVL 2150-50  Wednesday & Thursday, May 13 & 14, 9 a.m.-1 p.m.  (WCCC-Mon Valley)

AARP Smart Driver Course
Four-Hour Refresher
This class will teach you how to handle adverse driving conditions and traffic hazards, in addition to learning about the effects of aging and medications on driving. Prerequisite: AARP Driver Safety eight-hour class. You must bring the safety certificate from prior 55 Alive Driver Safety class as proof of completion. $20 material fee payable at first class (check or money order only made payable to AARP, no cash). $15 for AARP members (membership card must be presented).

RSVL 2154-60  Monday, March 16, 9 a.m.-1:30 p.m.  (WCCC-Latrobe)
RSVL 2154-01  Wednesday, April 8, 6-10 p.m.
RSVL 2154-71  Monday, April 27, 9 a.m.-2 p.m.  (Latrobe Senior Center)
RSVL 2154-50  Thursday, May 7, 9 a.m.-1 p.m.  (WCCC-Mon Valley)
RSVL 2154-02  Thursday, May 21, 9 a.m.-1 p.m.

FREE Motorcycle Safety Classes at WCCC
The Pennsylvania Motorcycle Safety Program offers free training classes at WCCC. The MSP teaches riders of all skill levels the basic fundamentals needed to safely operate a motorcycle.
Courses are free to Pennsylvania residents with a valid motorcycle permit or motorcycle license. Visit www.pamsp.com to create a profile now. You may also call 1-800-845-9533 for more information.

Unless otherwise noted, classes are for ages 18 and older.

To register, call 724-925-4204 or 1-800-262-2103, ext. 4204.
The Basics of Taking an Online Course: Blackboard’s not just Slate & Chalk any Longer!
Taking online courses should not be a stressful experience. In a familiar face-to-face format, prepare yourself for the world of online Internet courses. You will be introduced to the basics necessary for taking online courses with confidence. Blackboard, which is the Course Management System used at WCCC and many local colleges, is the platform used for this class. Registration closes one week before class start date. Grace Sandy, $19 tuition + $5 material fee, .3 CEUs
DAPX 6223-01 Saturday, March 14, 9 a.m.-noon

Beyond the Basics: Blackboard’s not Slate & Chalk, Now What?!
Continue to build your confidence in taking online courses. Explore the advanced features and many tools of Blackboard in a face-to-face format. Registration closes one week before the class start date. Grace Sandy, $19 tuition + $5 material fee, .3 CEUs
DAPX 6224-01 Saturday, March 28, 9 a.m.-noon

NEW - Simple Steps to Effective Speaking
Does your job require you to make presentations? Would you like to feel more comfortable speaking in a group setting? Whether you want to conquer the interview or make important points in meetings, this class will benefit you. In a non-threatening, fun atmosphere, you’ll discover speaking techniques, speech-writing tips and confidence! The only prerequisites are an open mind and a willingness to try. Paulette Harvey, Distinguished Toastmaster, $45 tuition + $2 material fee, .8 CEUs
PRDX 7174-01 4 Wednesdays starting March 11, 6-8 p.m.

NEW - Introduction to Lean Six Sigma for Small to Midsize Organizations
A Lean Six Sigma continuous improvement program can generate successful results in any size organization. Knowing how to get started is usually the most difficult step. Participants will develop an understanding of how Lean Six Sigma positively impacts small to midsize organizations; how to get started and what is needed to develop an effective deployment plan. Nick Skovran, $55 tuition + $5 material fee, .2 CEUs
MGTX 5368-60 Tuesday, March 10, 9-11 a.m. (WCCC-Latrobe)

NEW - Introduction to Quality Management
Quality management is an integral part of the success and sustainability of businesses in today’s dynamic environment. Quality does not magically occur; it has to be planned for at the onset of a new product, project or service. Quality is also beneficial for mature organizations that want to improve. This workshop introduces participants to quality basics and how to focus on quality to achieve business objectives. Nick Skovran, $55 tuition + $5 material fee, .2 CEUs
MGTX 7611-60 Thursday, March 12, 9-11 a.m. (WCCC-Latrobe)

NEW - Google
Google+ has surpassed Twitter to become the second largest social network next to Facebook. Discover the best ways to use this popular and emerging social media platform to raise your online profile, and connect with current and potential new contacts. You’ll learn the advantages of using Google+, how it can help your organization to engage existing users and grow your base, and techniques for using the platform to create relationships and expand your reach and knowledge in particular subject matter areas. Jeff Kart, $195 tuition, 1.6 CEUs
DAPX 2306-W1 April 6-May 1 (online)
BUSINESS & PROFESSIONAL DEVELOPMENT

NEW - Essentials of Supervision
Shift supervisors, team leaders and managers often have the same thing in common. They play the KEY role bridging management objectives to workforce productivity. Participants in this course will learn a simple model of supervision for working smarter that they can immediately begin using in their daily work. The model focuses on clearly communicating workplace and performance expectations and then maximizing the worker’s productivity through a combination of direction, support and accountability. David Campbell, $295 tuition + $5 material fee, 1.2 CEUs
MGTX 7612-60  4 Tuesdays starting March 31, 8:30-11:30 a.m. (WCCC-Latrobe)

An Introduction to Voiceovers
Fun, empowering, introductory workshop covering the different types of voiceovers and what tools are needed to find success. You’ll be coached and receive a professional voiceover evaluation later. You’ll have the knowledge necessary to help you decide if this is something you’d like to pursue. Taught by a professional voice actor from the Voice Acting Training Company, Voices for All, $25 tuition, .2 CEUs
JREX 8600-01  Wednesday, March 25, 6-8 p.m.

Writing Successful Grant Applications
Identify fundable projects and learn how to locate potential sources of funding from government agencies and foundations for these projects. Learn to develop competitive project applications by writing compelling narratives and creating a network of support, which will significantly enhance your ability to obtain funding for needed projects. Alyssa Cholodofsky, CFRE, $45 tuition + $2 material fee, .6 CEUs
JREX 9064-01  3 Mondays starting March 9, 6-8 p.m.

Food Safety Certification
A study of food and the methods needed to control contamination and microbial growth. The principals of HACCP and food safety standards and regulations will be presented. Emphasis is given to developing a working environment which will provide the consumer with wholesome, safe food that conforms to the standards of the regulatory agencies. This course is offered in conjunction with the Educational Foundation of the National Restaurant Association. Students must attend all 16 hours and successfully pass the ServSafe exam (75%) to be eligible to apply to the Pennsylvania Department of Agriculture for the Food Employee Certification. The textbook, ServSafe Manager, 6th Edition, is available in the WCCC Bookstore, Answer sheets can be purchased separately. 1 credit
For more information, call Lynn Toniolo at 724-925-5980

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<thead>
<tr>
<th>Course</th>
<th>Dates/Time</th>
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<td>FSM 101-91</td>
<td>February 7 &amp; 21, 9 a.m.-4:30 p.m.</td>
<td>WCCC-Bushy Run</td>
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<td>FSM 101-29</td>
<td>March 7 &amp; 14, 9 a.m.-4:30 p.m.</td>
<td>(WCCC-Bushy Run)</td>
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<td>FSM 101-31</td>
<td>April 11 &amp; 25, 9 a.m.-4:30 p.m.</td>
<td>(WCCC-New Kensington)</td>
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Unless otherwise noted, classes are for ages 18 and older.

To register, call 724-925-4204 or 1-800-262-2103, ext. 4204.
Learn More. When and where you want.

WCCC partners with Ed2go to offer the following online courses.
Six weeks of instruction. 24-hour access. New course sessions begin monthly.
For class start dates and to register, go to www.ed2go.com/wcconed.

NEW - Jump-Start Your Career with LinkedIn
Learn how to use LinkedIn, a free and popular job search and career development tool, and gain the power of the Internet to expand your professional network. Cost is $99.

NEW - Resume Writing Workshop
Discover the secret to transforming your tired, boring resume into a powerful tool that will get you interviews. Cost is $99.

NEW - Achieving Success with Difficult people
Improve your relationships with difficult bosses, coworkers, students, neighbors or relatives. Cost is $99.

NEW - Accounting Fundamentals
Increase your financial awareness while also gaining a marketable skill. Learn the basics of double-entry bookkeeping, how to analyze and record financial transactions, how to handle payroll procedures, accounts receivable and accounts payable, prepare financial statements and close out accounts at the end of each fiscal period. Cost is $99.

NEW - Project Management Fundamentals
If you're organized, perceptive, detail-oriented and an excellent communicator, you might have what it takes to succeed in the fast-growing field of project management. Discover and master the critical concepts you need to plan, implement, control and close any type of project. Cost $99.

NEW - Introduction to Quickbooks 2014
Manage the financial aspects of your small business quickly and efficiently with this powerful accounting software program. QuickBooks is designed especially for the small to midsized business owners to create and print invoices, track payables and receivables, and more. Cost is $99.

Go to www.ed2go.com/wcconed to register and for additional online classes.
NEW - Using Cell Phones in the Classroom

“Class, turn your cell phones - - on!” Most of your students have cell phones and now you can use this valuable tool in your classroom to engage and involve your students more in their learning. Discover how to implement cell phones in your classroom from a teacher who has done it successfully. Come away with a step-by-step how-to plan on enhancing your students’ learning and your teaching. Optional 1.0 graduate credit for each course is awarded by the School of Education at the University of South Dakota, a nationally recognized university and academic pioneer in distance learning. After you register for your course, you pay the additional fee of just $40 to the University of South Dakota for the awarding and processing of your graduate credit. Ryan Moore, $145 tuition, 1.6 CEUs
JREX 8460-W1 April 6-May 1 (online)

Online Learning & Teaching for K-12 Teachers

Discover the fascinating world of online learning and teaching. You will find out why and how your students learn online, along with all of the wonderful eTools being used, from drag-and-drop games to virtual labs. Then find out how you can begin to use the web in your own teaching. Optional 1.0 graduate credit for each course is awarded by the School of Education at the University of South Dakota, a nationally recognized university and academic pioneer in distance learning. After you register for your course, you pay the additional fee of just $40 to the University of South Dakota for the awarding and processing of your graduate credit. William A. Draves, $145 tuition, 1.6 CEUs
JREX 6102-W1 March 2-27 (online)

Students with Aspergers/ASD

Today, every school in America has students who have been diagnosed with Asperger’s Syndrome—a neurological disorder on the autism spectrum. The effects of this disorder vary widely, but it is important for every teacher to understand how to recognize behaviors that may indicate Asperger’s Syndrome. In this course, you take away strategies for working effectively with Asperger’s students. And you will find out how to work effectively with parents to create the most positive learning environments for children and teens with Asperger’s Syndrome. The course is geared for K-12 teachers, but it is also relevant for counselors, faculty in higher education, parents and anyone else interested in understanding this important issue. Optional 1.0 graduate credit for each course is awarded by the School of Education at the University of South Dakota, a nationally recognized university and academic pioneer in distance learning. After you register for your course, you pay the additional fee of just $40 to the University of South Dakota for the awarding and processing of your graduate credit. Julie Coates, $145 Tuition, 1.6 CEUs
JREX 7575-W1 March 2-27 (online)

Unless otherwise noted, classes are for ages 18 and older.
Digital Photography, Jr. (Ages 11-14)
Give your creative child a jump start in photography! He/she will explore lighting, composition and portraiture photography by creating projects with teammates in class for their junior portfolio. He/she will learn how to photograph memories that will last a lifetime while building a foundation in art concepts. Projects and selected photographs will be displayed on the last day of class for family and friends, who are invited to attend. Your child will need to bring a digital camera to class. Corry Beth Vargo, $55 tuition + $10 material fee
DAPK 1480-96 5 Mondays starting March 16, 6-8 p.m.

Duct Tape Design (Ages 8-13)
Duct tape art and fashion is becoming increasingly more popular. Come and join us for a fun, creative class making basic duct tape designs. Your child will learn design techniques, create a duct tape wallet and plan/create a duct tape bag, tote, tablet cover or purse. Bring three rolls of colored duct tape. Tammy Rullo, $25 tuition
RTSK 1390-96 3 Tuesdays starting April 14, 6-8 p.m.

Japanese Conversation & Origami (Ages 8-14)
Each week, your child will spend one hour learning basic Japanese conversation, such as greetings, counting and simple phrases and one hour creating Origami, a Japanese traditional paper craft. Takako Sullivan, $39 tuition + $5 material fee
LNGK 3200-96 4 Wednesdays starting March 18, 5-7 p.m.

For more information about College For Kids classes, contact Sylvia Detar, director/Continuing Education, 1-800-262-2103, ext. 4190.
KITCHEN RULES
Open-toed shoes, sleeveless tops, shorts and capris are not permitted in the kitchen. Please wear non-skid shoes.

Lego Animation Studio (Ages 8-14)
Create amazing movies with stop motion animation using Lego bricks. Children will work in teams under guided instruction to make a digital movie using stop motion techniques. By the end of the class, each team will have produced their very own movie complete with dialog and sound effects. The movies are uploaded to a secure Internet site for the children to show their friends and family! Snapology staff, $119 tuition
PRDK 4850-96 6 Wednesdays starting March 18, 6-7:30 p.m.

Breakfast, Anyone? (Ages 9-13)
Join us and learn how to make delicious buttermilk pancakes from scratch along with a simple, but tasty, blueberry muffin recipe. You will also learn how to make a yummy egg and sausage bake. Send a bag lunch and drink with your child. Dianne Palmieri, $22 tuition + $13 material fee
FODK 0902-96 Saturday, March 21, 10 a.m.-2 p.m.

Tea Party Time! (Ages 9-13)
Your child will prepare blueberry scones, lemon tea bread and much more. All dishes will be enjoyed at the tea party the children will have at the end of class. Your child should bring his/her favorite party hat along with a bag lunch and drink. Dianne Palmieri, $22 tuition + $13 material fee
FODK 7570-96 Saturday, April 11, 10 a.m.-2 p.m.

NEW - Homemade Gnocchi (Ages 9-13)
Get your child ready for some hands-on cooking fun as we prepare homemade gnocchi from scratch accompanied by a homemade tomato sauce. Send a bag lunch and drink with your child. Dianne Palmieri, $22 tuition + $11 material fee
FODK 2750-96 Saturday, May 16, 10 a.m.-2 p.m.

For textbook prices and information, visit wccc.edu/bookstore.

To register, call 724-925-4204 or 1-800-262-2103, ext. 4204.
Baseball Camp (Ages 7-12)
This camp is designed for children ages 7-12 who are interested in learning the fundamental skill sets of baseball. Camp will focus on the proper throwing, catching and hitting techniques, along with basic running skills. Skill sets are focused on in the morning with game play in the afternoon. Lunch provided. Campers need to bring glove, hat, bat and water bottle. Sunscreen is recommended. Campers will receive a T-shirt and special camp awards will be presented. Mike Draghi, $120 tuition + $40 material fee
PHSX 0482-01 Monday through Friday, June 8-12, 9 a.m.-3 p.m.

Golf Camp (Ages 8-14)
This camp is designed for children ages 8-14 who are interested in learning the fundamental skill sets of golf. Camp will focus on the proper grip, ball stance, swing, woods-iron play, chipping and putting. Skill sets are focused on in the morning with game play in the afternoon. Lunch provided. All campers need to bring clubs, golf balls, hat and water bottle. Sunscreen is recommended. Campers will receive a T-shirt and special camp awards will be presented. George Lewark, $120 tuition + $75 material fee
PHSX 2601-01 Monday through Friday, June 8-12, 9 a.m.-3 p.m. (Norvelt Golf Course)

Volleyball Camp - Beginners (Ages 8-11)
This camp is designed for children ages 8-11 who are interested in learning the fundamental skill sets of volleyball. Camp will focus on the proper setup, passing techniques, serving, hitting and game play. Campers need to bring knee pads, water bottle and a light snack for break time. Campers will receive a T-shirt and special camp awards will be presented. Sheron Watson, $75 tuition + $15 material fee
PHSX 8449-01 Monday through Friday, June 15-19, 8:30 a.m.-12:30 p.m.
To register, call 724-925-4204 or 1-800-262-2103, ext. 4204.
**Computers**

All computer courses are conducted in an interactive learning environment where you will complete lessons and exercises on a computer.

**NEW - Access 2013**

Take control of your data. Harness the power of Microsoft Access to build, edit and maintain a database complete with tables, reports, forms, macros and queries to give you fast access to all your important information. Course runs for six weeks. Cost is $99. For class start dates and to register, go to [www.ed2go.com/wconed](http://www.ed2go.com/wconed).

**AutoDesk Inventor 3D CAD Basic Skills**

Create and edit parts, make engineering drawings, and prepare for manufacturing all using your keyboard and mouse. The AutoDesk Inventor Basic Skills course will get you designing items in a virtual world and prepare them for 21st century manufacturing as you explore the capabilities of this industry standard. This introduction will include the parametric modeling and editing module, the 3D drawing module, the assembly module and the presentation module for assemblies. Textbook available at the WCCC Bookstore. George Slezak, $410 tuition + required textbook, 2.4 CEUs

DAPX 0115-A1  12 Mondays starting March 2, 6-8 p.m.  (Advanced Technology Center)

**Beyond the Basics: Blackboard’s not Slate & Chalk, Now What?!**

Continue to build your confidence in taking online courses. Explore the advanced features and many tools of Blackboard in a face-to-face format. Registration closes one week before the class start date. Grace Sandy, $19 tuition + $5 material fee, .3 CEUs

DAPX 6224-01  Saturday, March 28, 9 a.m.-noon

**What is Cloud Computing?**

Cloud Computing is a relatively new term which means accessing computers and their functions via the Internet or a local area network. The basics will be explained, and you will take a look at Windows Live, Windows Live Mesh and Windows Skydrive. The Cloud is beneficial whether you are a home user or business user. Stay in touch and share your world. Patricia Roose, $25 tuition + $5 material fee, .3 CEUs

DAPX 0870-01  Thursday, March 19, 6-9 p.m.

**Computer Basics**

A beginning course for those unfamiliar or uncomfortable with computers. Become familiar with the Windows Operating System and the free programs that come with Windows, along with basic computer hardware and terminology, file saving and file management, installing and removing programs, basic Word editing, and using email and the Internet. Textbook available at the WCCC Bookstore. Bring flash drive to class. $79 tuition + $5 material/lab fee + required textbook, 1.5 CEUs

DAPX 5331-01  Richard Martz  5 Tuesdays starting March 17, 6-9 p.m.

**The Basics of Taking an Online Course: Blackboard’s not just Slate & Chalk any Longer!**

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DAPX 6223-01  Saturday, March 14, 9 a.m.-noon

**Computer Basics using Windows 7**

DAPX 5331-01  Richard Martz  5 Tuesdays starting March 17, 6-9 p.m.

Denotes Online Class

The WCCC Bookstore will be closed for inventory March 18, 19 & 20.

For textbook prices and information, visit [wccc.edu/bookstore](http://wccc.edu/bookstore).
To register, call 724-925-4204 or 1-800-262-2103, ext. 4204.

COMPUTERS

Computer Basics using Windows 8
DAPX 1039-01  Patricia Roose
5 Wednesdays starting
April 29, 6-9 p.m.

Computers for Plus 50
A class especially for those 50 and better
that provides a hands-on, relaxed approach
to computer learning. Enhance your knowl-
edge for personal use or to develop better
job-related skills. Gain an understanding
on how to use the Windows Operating Sys-
tem and the free programs that come with
Windows. Learn the basics of computer
hardware, some computer terminology,
basic Word editing and using the Internet
and email. Bring flash drive to class.

Computers for Plus 50
using Windows 7
$89 tuition + $10 material/lab fee, 1.5 CEUs
DAPX 0914-60  Denis Zera
5 Wednesdays starting
March 11, 6-9 p.m.
(no class April 1)
(WCCC-Latrobe)
DAPX 0914-30  Karen Biricocchi
5 Thursdays starting
March 12, 6-9 p.m.
(no class April 2)
(WCCC-New Kensington)
DAPX 0914-50  Cynthia Gaich
5 Mondays starting
March 16, 6-9 p.m.
(WCCC-Mon Valley)
DAPX 0914-90  Denis Zera
5 Mondays starting
March 16, 6-9 p.m.
(WCCC-Bushy Run)
DAPX 0914-01  Patricia Roose
5 Wednesdays starting
March 25, 6-9 p.m.

Computers for Plus 50
using Windows 8
$89 tuition + $5 material/lab fee + required
textbook, 1.5 CEUs
DAPX 0915-01  Patricia Roose
5 Tuesdays starting
March 31, 6-9 p.m.

Digital Photography
Would you like to learn how to use your
camera more effectively? This digital pho-
tography course is designed to teach begin-
ners how to maximize their images. Learn
the basics of photography such as lighting,
shutter speed, aperture, exposure and ASA
to take photographs and transform them
into digital creations using a computer. Vic-
tor Pilipovich, $89 tuition + $8 material/lab
fee, 1.8 CEUs
DAPX 1470-01  6 Tuesdays starting
April 21, 6-9 p.m.

Excel 2013 Workshop
You will be introduced to the essential
Excel features. You will create worksheets
by entering and editing data; managing
and navigating worksheets and workbooks;
creating formulas; using functions; manip-
ulating worksheet data; formatting work-
sheet contents; and preparing, setting up
and printing information. The new Mi-
crosoft Office 2013 is cloud-connected,
which gives you access to your Office appli-
cations and documents from anywhere on
any device, plus additional online storage
from SkyDrive. Windows knowledge is re-
quired. Textbook available at the WCCC
Bookstore. Bring flash drive to class. 30
minute lunch on your own. $45 tuition + $5
material fee + required textbook, .6 CEUs
DAPX 1778-60  Denis Zera
Friday, April 10,
8:30 a.m.-3 p.m.
(WCCC-Latrobe)
DAPX 1778-90  Richard Martz
Friday, April 10,
8:30 a.m.-3 p.m.
(WCCC-Bushy Run)
DAPX 1778-01  Richard Martz
Saturday, April 18,
9 a.m.-3:30 p.m.

ENROLL EARLY! Decisions to hold a class are based upon
enrollment approximately one week prior to the start date.
Excel 2013, Level 1
You will be introduced to the essential Excel features, which will begin by reviewing the Ribbon interface. You will create worksheets by entering and editing data, manage and navigate worksheets and workbooks, create formulas, use functions, manipulate worksheet data, format worksheet contents and prepare, set up and print information. Windows knowledge is required. Textbook available at the WCCC Bookstore. Bring flash drive to class. Richard Martz, $65 tuition + $5 material/lab fee + required textbook, 1.2 CEUs
DAPX 1781-01 4 Thursdays starting March 5, 6-9 p.m.

Excel 2013, Level 2
Intermediate training in Excel’s data analysis features. Topics covered will include: Large worksheets and workbooks, tables, outlines, inserting clip art, templates, digital signatures and more. Prerequisite: Excel Level 1 or experienced Excel user. Excel 2010 users are welcome. Textbook available at the WCCC Bookstore. Bring flash drive to class. Richard Martz, $65 tuition + $5 material/lab fee + required textbook, 1.2 CEUs
DAPX 1780-01 4 Wednesdays starting April 8, 6-9 p.m.

Quick Excel Shortcuts & Tips
Excel is the most popular spreadsheet tool today. If you are familiar with Excel, come learn shortcuts and tips to navigate quickly. Areas covered will include: creating tabs or groups; customizing the Quick Access Toolbar; naming, grouping and adding color to sheet names; copying formulas with the fill option; using the sort and filter commands; and how to display formulas instead of the results for easy editing. Patricia Roose, $25 tuition + $5 material fee, 3 CEUs
DAPX 1779-01 Saturday, April 25, 9 a.m.-noon

Google Apps
Discover the tools available by Google that allow you to access your information from any computer with an Internet connection. The apps you will be introduced to include: Google+, Google Play, Google Drive, Google calendar, Google mail and Google maps. Jeff Atkins, $25 tuition + $5 material fee, .3 CEUs
DAPX 2305-01 Wednesday, March 18, 6-9 p.m.

NEW - Google + ✚
Google+ has surpassed Twitter to become the second largest social network next to Facebook. Discover the best ways to use this popular and emerging social media platform to raise your online profile, and connect with current and potential new contacts. You’ll learn the advantages of using Google+, how it can help your organization to engage existing users and grow your base, and techniques for using the platform to create relationships and expand your reach and knowledge in particular subject matter areas. Jeff Kart, $195 tuition, 1.6 CEUs
DAPX 2306-W1 April 6-May 1 (online)
Quick Start to Internet Explorer & Email
Join in the fun and browse great websites while learning tricks and techniques for effective search results. Send and receive email with file attachments containing pictures, documents and even short movies. Learn to protect yourself, your family and your assets while on the Internet. This course is ideal for the unsure and the new computer user. $35 tuition + $10 material/lab fee, .6 CEUs
DAPX 1754-60 Denis Zera
2 Mondays starting April 27, 6-9 p.m.
(WCCC-Latrobe)
DAPX 1754-50 Cynthia Gaich
2 Tuesdays starting April 27, 6-9 p.m.
(WCCC-Mon Valley)
DAPX 1754-01 Cynthia Gaich
2 Wednesdays starting April 29, 6-9 p.m.

Maintaining Your Computer
Learn “computer housekeeping” procedures that will help keep your computer working properly. Smart computing techniques will be discussed, such as protecting the computer from spam and viruses, file organization and disk cleanup. Preventative maintenance may help you avoid costly repairs. Carol Shoemaker, $35 tuition + $8 material/lab fee, .6 CEUs
DAPX 0940-01 2 Thursdays starting April 9, 6-9 p.m.

MasterCAM Introductory Course
MasterCAM works to make CNC machining possible but is impossible to use if you don’t know the basics. The MasterCAM Introductory Course will equip you with the tools needed to begin programming and using CNC machines. You will navigate through MasterCAM as you create and run tool paths and test your programs while learning the menu structure and time saving shot cuts. You will then be ready to move on to DAPX 5006, the MasterCAM Advanced Course and expand your skills. Shawn Moore, $330 tuition, 1.2 CEUs
DAPX 5005-A1 6 Tuesdays starting March 3, 6-8 p.m.
(Advanced Technology Center)
DAPX 5005-A1 6 Saturdays starting March 7, 9-11 a.m.
(no class April 4)
(Advanced Technology Center)

MasterCAM Advanced Course
MasterCAM Advanced builds on the skills you developed in the introductory course and expands your knowledge of this key component. In the advanced, class you will construct MasterCAM plans and programs as you develop modifications and back up procedures to send on to the CNC machine. Shawn Moore, $330 tuition, 1.2 CEUs
DAPX 5006-A1 6 Tuesdays starting April 14, 6-8 p.m.
(Advanced Technology Center)

Introduction to the iPad
The iPad is an exciting, innovative device. Don’t be intimidated by all those features! Designed for you to get the most out of your new iPad, topics will include: hardware; connectivity; apps; productivity; media; syncing and backup; and printing. Your iPad will soon become your trusty companion. Bring your iPad to class as this is a practical, hands-on course where you will participate in exercises for every topic and all points covered. Prerequisites: You must have the most current version of the iPad operating system, an active Google or Yahoo email account, the current version of an iTunes account as well as iTunes installed on a home personal computer. Alan Laick, $39 tuition, .6 CEUs
DAPX 3075-01 2 Wednesdays starting March 18, 6-9 p.m.
Photoshop, Level 1
With this hands-on course, you will enhance photos and artwork that will demonstrate the Photoshop basics and capabilities. Using the powerful tools of retouching, painting and drawing, you will be able to create dazzling images to make your presentations, newsletters or artwork pop. You should know how to use a computer but no previous Photoshop experience is necessary. Victor Pilipovich, $85 tuition + $10 material/lab fee, 1.5 CEUs
DAPX 6657-90  5 Thursdays starting March 12, 6-9 p.m.
(no class April 2)
(WCCC-Bushy Run)
DAPX 6657-01  5 Mondays starting March 16, 6-9 p.m.

NEW - PowerPoint 2013
Give your presentations a fresh new look. Create animated presentations formatted with color, text, pictures, charts and text and object hyperlinks. Course runs for six weeks. Cost is $99. For class start dates and to register, go to www.ed2go.com/wcconed.

NEW - Introduction to Quickbooks 2014
Manage the financial aspects of your small business quickly and efficiently with this powerful accounting software program. QuickBooks is designed especially for the small to midsized business owners to create and print invoices, track payables and receivables and more. Course runs for six weeks. Cost is $99. For class start dates and to register, go to www.ed2go.com/wcconed.

Web Design using HTML5
In this introductory HTML5 class, you will learn how to use HTML5 elements and attributes to structure Web content and create semantically meaningful page structures. The use of CSS to control design and layout, how to work with images, lists and tables, and how to create and format links will also be reviewed. Textbook available at the WCCC Bookstore. Bring flash drive to class. Savannah Butler, $55 tuition + $5 material/lab fee + required textbook, .9 CEUs
DAPX 8491-01  3 Tuesdays starting March 24, 6-9 p.m.

Windows 8
Windows 8 is Microsoft’s newest operating system with a whole new look as well as the traditional desktop, and has core functions and features that are different from previous operating systems. This hands-on course will show you how to navigate the Windows 8 interface, use the Charms bar and search tools, install and use apps. How to manage power options, browse folders, configure user accounts, use system security tools, work with tiles and customize PC settings are additional functions that will be reviewed. Basic PC navigation skills highly recommended. Textbook available at the WCCC Bookstore. Bring flash drive to class. Patricia Roose, $65 tuition + $5 material/lab fee + required textbook, 1.2 CEUs
DAPX 9114-01  4 Thursdays starting April 9, 6-9 p.m.

ENROLL EARLY! Decisions to hold a class are based upon enrollment approximately one week prior to the start date.
COMPUTERS

Word 2013 Workshop
Word is a powerful word processing program that allows you to do much more than just type documents. You will create documents; edit and format text; create bulleted and numbered lists; and create, sort, format and perform calculations in Word tables. The new Microsoft Office 2013 is cloud-connected, which gives you access to your Office applications and documents from anywhere on any device, plus additional online storage from SkyDrive. Windows knowledge is required. Textbook available at the WCCC Bookstore. Bring flash drive to class. 30 minute lunch on your own. Patricia Roose, $45 tuition + $5 material fee + required textbook, .6 CEUs
DAPX 9207-01 Saturday, April 11, 9 a.m.-3:30 p.m.

Word 2013, Level 1
Word is a powerful word processing program that allows you to do much more than just type documents. You will learn how to create a tab or a group on the new feature of 2010 - customizing the ribbon. In addition, you will create documents, edit and format text, create bulleted and numbered lists, a mail merge and create, sort, format and perform calculations in Word tables. Windows knowledge is required. Textbook available at the WCCC Bookstore. Bring flash drive to class. Carol Shoemaker, $65 tuition + $5 material fee/lab + required textbook, 1.2 CEUs
DAPX 9210-01 4 Mondays starting March 23, 6-9 p.m.

Mac Classes

NEW - Illustrator
Explore the world of graphic design and unlock your creative impulses using technology in place of a pencil and sketch pad. You will create basic shapes, custom paths and graphics that contain custom text, along with customizing objects and preparing documents for deployment. Textbook available at the WCCC Bookstore. Bring flash drive to class. Alan Laick, $55 tuition + $5 material/lab fee + required text, .6 CEUs
DAPX 3049-01 2 Thursdays starting April 23, 6-9 p.m.

NEW - iOS App Development with Swift
Using project-based learning, you will develop and deploy to a personal device or the iOS simulator an iOS8 application. You will learn the Swift programming language with the aide of Xcode’s playground and construct the interface, application workflow and graphic components using Xcode’s interface builder. You should have some programming experience with dynamic or interpreted languages, such as JS, Ruby, Python or Java. Bring flash drive to class. Paul Scarrone, $99 tuition + $5 material/lab fee, 1.2 CEUs
DAPX 3074-01 4 Thursdays starting March 5, 6-9 p.m.

Mac Basics
If you’re new to computers, need a refresher or are switching to a Mac from a PC, this class is your guide to using a Mac effectively and efficiently. Topics covered will include desktop features, the dock, using the mouse, opening applications, surfing the web, menu commands, keyboard shortcuts and email. Textbook available at the WCCC Bookstore. Bring a flash drive to class. Savannah Butler, $55 tuition + $5 material/lab fee + required text book, 6 CEUs
DAPX 5299-01 2 Thursdays starting April 9, 6-9 p.m.

The WCCC Bookstore will be closed for inventory March 18, 19 & 20.

For textbook prices and information, visit wccc.edu/bookstore.

To register, call 724-925-4204 or 1-800-262-2103, ext. 4204.
Please note that the Senior Citizen Tuition Waiver does not apply to Ed2go classes. No credits nor CEUs are awarded for Ed2go classes.
WORKFORCE DEVELOPMENT

Industry

AutoDesk Inventor
3D CAD Basic Skills
Create and edit parts, make engineering drawings, and prepare for manufacturing all using your keyboard and mouse. The AutoDesk Inventor Basic Skills course will get you designing items in a virtual world and prepare them for 21st century manufacturing as you explore the capabilities of this industry standard. This introduction will include the parametric modeling and editing module, the 3D drawing module, the assembly module and the presentation module for assemblies. Textbook available at the WCCC Bookstore. George Slezak, $410 tuition + required textbook, 2.4 CEUs
DAPX 0115-A1 12 Mondays starting March 2, 6-8 p.m.
(Advanced Technology Center)

Conversion of
Conversation to G Codes
CNC machines are everywhere in manufacturing, but are useless without programs. Conversions of Conversations to G Codes will get you speaking to your CNC machine and producing programs during 20 hours of hands-on training. You will cover the basics of M and G codes as you learn how to read CNC programs and perform basic programming. Prior machining experience required. George Slezak, $295 tuition, 2.0 CEUs
INDEX 0952-A1 10 Thursdays starting March 19, 6-8:15 p.m.
(last class 6-8 p.m.)
(no class April 2)
(Advanced Technology Center)

Machining Fundamentals
Looking to learn how to use all the tools in your machine shop? Machining Fundamentals will help you master the basics of drills, saws, lathes and mills safely. This course is designed to help engineers and draftsmen expand your skills and translate what you draw into products. Lou Pavsek, $395 tuition + $60 material fee, 2.4 CEUs
INDEX 5317-A1 8 Mondays starting March 9, 6-9 p.m.
(Advanced Technology Center)

MasterCAM Introductory Course
MasterCAM works to make CNC machining possible but is impossible to use if you don’t know the basics. The MasterCAM Introductory Course will equip you with the tools needed to begin programming and using CNC machines. You will navigate through MasterCAM as you create and run tool paths and test your programs while learning the menu structure and time saving shot cuts. You will then be ready to move on to DAPX 5006, the MasterCAM Advanced Course and expand your skills. Shawn Moore, $330 tuition, 1.2 CEUs
DAPX 5005-A1 6 Tuesdays starting March 3, 6-8 p.m.
(Advanced Technology Center)
DAPX 5005-A1 6 Saturdays starting March 7, 9-11 a.m.
(no class April 4)
(Advanced Technology Center)

MasterCAM Advanced Course
MasterCAM Advanced builds on the skills you developed in the introductory course and expands your knowledge of this key component. In the advanced class you will construct MasterCAM plans and programs as you develop modifications and back up procedures to send on to the CNC machine. Shawn Moore, $330 tuition, 1.2 CEUs
DAPX 5006-A1 6 Tuesdays starting April 14, 6-8 p.m.
(Advanced Technology Center)

Refrigeration Transition & Recovery Certification Prep + Test
If you handle refrigerants, you need to know EPA laws and regulations, safe handling and transportation of refrigerants and recycling/reclamation. You will be given a test drawn from the EPA test bank to become EPA certified. The test consists of four sections: Environmental impact of CFC’s and regulations, Type I (small appliances), Type II, (high pressure and very high pressure and Type III (low pressure). You will need to purchase the manual to review before attending class. Photo I.D. required. Tim Shafer, $60 tuition + $45 material fee, .8 CEUs
INDEX 7804-01 Friday, May 8, 8 a.m.-5 p.m.

ENROLL EARLY! Decisions to hold a class are based upon enrollment approximately one week prior to the start date.

To register, call 724-925-4204 or 1-800-262-2103, ext. 4204.
Nursing CEU Courses – Online Options

WCCC offers both face to face and online classes to satisfy the state licensure requirement. To meet your 30-hour CEU requirements, choose from the courses listed with the ♦ symbol or the online classes through ED2go listed below.

♦ Contemporary & Alternative Medicine
Contact Hours: 22

♦ End of Life Care
Contact Hours: 21

♦ Gerontology
Contact Hours: 44

♦ Growth & Development through the Lifespan
Contact Hours: 15

♦ Integrative Health
Contact Hours: 50

♦ Integrative Mental Health
Contact Hours: 19

To review expanded course descriptions, course start dates and to register for the above classes, visit www.ed2go.com/wcconed. Courses as low as $99 begin every six weeks. Credentialing: Online certificate classes accredited through Allegra Learning Solutions, LLC.

Health Care Certificate Programs

IV Therapy Certification

Upon completion of this course, you will be able to properly assess appropriate veins of the upper extremities for access, select various access devices, confidently access veins and competently maintain accessed veins throughout the duration of therapy. Prerequisite: current PA LPN or RN license. Katie Frick, MSN, RN, $75 tuition + $20 material fee, 1.2 CEUs

MEDX 3232-W1 April 13-25 (online)

Last class meets Saturday, April 25, 9 a.m.–3 p.m. (Youngwood)

Registration deadline: April 6

Nurse Aide Program

This program consists of 72 hours of lecture and 56 hours of clinical and provides the skills to function as a nurse aide in a long-term care facility and meets the mandates of the federal government (via OBRA). After successful completion of the program, you will be able to function at the entry level and be eligible to take the Pennsylvania Nurse Aide Certification exam. 12.8 CEUs will be awarded. You must complete a criminal history report and physical exam prior to enrollment. Text can be purchased at the WCCC Bookstore. $599 tuition + $10 material fee + required text

Youngwood:

Evening: Lecture: Mondays & Wednesdays, March 2-April 4, 6-10:15 p.m., and Saturdays, 8 a.m.–5 p.m.,
Clinical: Mondays & Wednesdays, April 6-25, 6-10:15 p.m., and Saturdays, 8 a.m.–5 p.m.,

Application deadline: February 23

Daytime: Lecture: Mondays, Tuesdays & Thursdays, April 6-23, 8 a.m.–5 p.m.
Clinical: Mondays, Tuesdays & Thursdays, April 27-May 11, 7 a.m.–4 p.m.

Application deadline: March 30

Indiana Center:
Lecture: Wednesdays & Saturdays, April 8-May 6, 8 a.m.–5 p.m.
Clinical: Wednesdays & Saturdays, May 9-30, 7 a.m.–4 p.m.
Application deadline: March 30

For more information, go to wccc.edu/nurseaide, or contact Becky Lauffer, RN, BSN at 724-925-4082 or laufferb@wccc.edu.
**RN Reactivation/Refresher**

This course is designed to provide instruction and practice for the inactive licensed or unlicensed nurse to assist in the development of skills and knowledge required to assume a position as a staff nurse on a medical-surgical unit. This course consists of 120 hours of clinical and 60 hours of lecture on such topics as nursing process, pharmacology and drug administration, nursing trends, ethical/legal issues and current nursing practices. The clinical experience will run concurrently with lecture and will focus on application of knowledge and skills in a medical-surgical setting. You will be required to have a physical exam, criminal record check, current CPR Basic Life Support for Health Care Providers card, professional liability insurance and proof of licensure prior to the start of class. Limit 10 students. Text can be purchased at the WCCC bookstore. Katie Frick, MSN, RN, $999 tuition + $10 material fee + required text, 18.0 CEUs

MEDX 6999-W1  Lecture: First class meets
Monday, March 23, 6-8 p.m. (Youngwood)
Remainder of Lecture:
Online, March 23-July 13
Clinical: 7 Tuesdays
March 31-May 5 and
9 Mondays,
May 11-July 13,
7 a.m.-3:30 p.m. (Excela
Health Latrobe Hospital)

Registration deadline: March 16

For more information, go to wccc.edu/rnrefresher, or contact Becky Lauffer, RN, BSN at 724-925-4082 or laufferb@wccc.edu.

**NEW - Wound Care for Nurses**

So you want to learn more about wound care? Understanding the layers of skin and its purpose, along with the different types of wounds (pressure ulcers, vascular ulcers and diabetic ulcers, etc.), and their stages and causes will assist you in your care of patients with wounds. Development of a plan of care, treatment, documentation and prevention are also vital to successful treatment. Bring a pair of bandage scissors to class. Lisa Stratton, $75 tuition + $5 material fee, .8 CEUs

MEDX 9031-01  4 Tuesdays starting March 31, 6:30-8:30 p.m.
Health Care & Emergency Medical Services Professionals

American Heart Association (AHA) Courses

The AHA strongly promotes knowledge of and proficiency in CPR and has developed instructional material for this purpose. Although these CPR courses are not sponsored by any AHA component, some or all materials utilized by faculty or students may be AHA materials supplied on a cost basis. Any fees charged for these courses do not represent income to the AHA. The AHA now requires students to purchase the appropriate CPR textbook prior to class. Instructor manuals are also required for instructor classes and instructor renewals.

Advanced Cardiac Life Support (ACLS)

Designed for health care providers to enhance their skills in the treatment of an adult victim of a cardiac arrest or other cardiopulmonary emergencies. You will engage in simulated clinical scenarios that encourage active hands-on participation. Practical and written evaluations are required. A current Basic Life Support for Health Care Providers CPR card, a working knowledge of rhythm strip interpretation and completion of ACLS pretest are required for admittance. Registration closes one week prior to the start date of the class due to pre-course requirements. Text can be purchased at the WCCC Bookstore. $95 tuition + $10 material fee + required text (review of textbook prior to class is required), 1.35 CEUs from WCCC, 6.25 ConEd credits from PA DOH

MEDX 0040-03 Wednesday, February 4, 8 a.m.-3 p.m.
MEDX 0040-04 Wednesday, February 18, 8 a.m.-3 p.m.
MEDX 0040-05 Wednesday, March 4, 8 a.m.-3 p.m.
MEDX 0040-06 Wednesday, March 25, 8 a.m.-3 p.m.
MEDX 0040-07 Wednesday, April 1, 8 a.m.-3 p.m.
MEDX 0040-08 Wednesday, April 15, 8 a.m.-3 p.m.
MEDX 0040-09 Wednesday, April 29, 8 a.m.-3 p.m.
MEDX 0040-10 Wednesday, May 13, 8 a.m.-3 p.m.
MEDX 0040-11 Thursday, May 21, 8 a.m.-3 p.m.
MEDX 0040-10 Wednesday, May 27, 8 a.m.-3 p.m.

Advanced Cardiac Life Support (ACLS) Renewal

Provides previously trained health care providers a renewal of their Advanced Cardiac Life Support status upon successful completion of written and practical skills. A current ACLS card and completion of the ACLS pretest are required for admittance. Registration closes one week prior to the start date of the class due to pre-course requirements. Text can be purchased at the WCCC Bookstore. $59 tuition + $10 material fee + required text (review of textbook prior to class is required), 625 CEUs from WCCC, 6.25 ConEd credits from PA DOH

MEDX 0040-03 Wednesday, February 4, 8 a.m.-3 p.m.
MEDX 0040-04 Wednesday, February 18, 8 a.m.-3 p.m.
MEDX 0040-05 Wednesday, March 4, 8 a.m.-3 p.m.
MEDX 0040-06 Wednesday, March 25, 8 a.m.-3 p.m.
MEDX 0040-07 Wednesday, April 1, 8 a.m.-3 p.m.
MEDX 0040-08 Wednesday, April 15, 8 a.m.-3 p.m.
MEDX 0040-09 Wednesday, April 29, 8 a.m.-3 p.m.
MEDX 0040-10 Wednesday, May 13, 8 a.m.-3 p.m.
MEDX 0040-11 Thursday, May 21, 8 a.m.-3 p.m.
MEDX 0040-10 Wednesday, May 27, 8 a.m.-3 p.m.

Pediatric Advanced Cardiac Life Support (PALS)

Utilizing a scenario-based team approach, pediatric health care providers will be taught how to efficiently and effectively manage critically ill infants and children. Practical and written evaluations are required. A current Basic Life Support for Health Care Providers CPR card, a working knowledge of rhythm strip interpretation and completion of PALS pretest are required for admittance. Registration closes one week prior to the start date of the class due to pre-course requirements. Text can be purchased at the WCCC Bookstore. $95 tuition + $10 material fee + required text (review of textbook prior to class is required), 1.4 CEUs from WCCC, 14 ConEd credits from PA DOH

MEDX 6822-02 Wednesday, April 8, 8 a.m.-4:30 p.m., & Thursday, April 9, 8 a.m.-2:30 p.m.

For textbook prices and information, visit wccc.edu/bookstore.
To register, call 724-925-4204 or 1-800-262-2103, ext. 4204.

**Pediatric Advanced Life Support (PALS) Renewal**
Provides previously trained health care providers a renewal of their Pediatric Advanced Life Support status upon successful completion of written and practical skills. A current PALS card and completion of the PALS pretest are required for admittance. Registration closes one week prior to the start date of the class due to pre-course requirements. Text can be purchased at the WCCC Bookstore. $59 tuition + $10 material fee + required text (review of textbook prior to class is required). .85 CEUs from WCCC, 8.5 ConEd credits from PA DOH.

MEDX 6823-02  Wednesday, February 11, 8 a.m.-5:30 p.m.
MEDX 6823-03  Wednesday, February 25, 8 a.m.-5:30 p.m.
MEDX 6823-04  Wednesday, March 11, 8 a.m.-5:30 p.m.
MEDX 6823-05  Wednesday, April 22, 8 a.m.-5:30 p.m.
MEDX 6823-06  Wednesday, May 20, 8 a.m.-5:30 p.m.

**Basic Life Support for Health Care Providers (BLS/HCP): Adult/Child/Infant**
Designed for health care providers and follows the AHA Guidelines for delivery of CPR for victims of all ages (including ventilation with a barrier device, a bag-mask device and oxygen), use of an AED on adults and children and relief of foreign body airway obstruction (FBAO) in responsive and non-responsive victims. Written testing and hands-on skill performance are required. A course card is awarded upon successful completion. Text can be purchased at the WCCC Bookstore. $45 tuition + $11 material fee + required text (review of textbook prior to class is required). .475 CEUs.

MEDX 1101-01  Thursday, March 5, 6-10:45 p.m.
MEDX 1101-02  Wednesday, March 11, 6-10:45 p.m.
MEDX 1101-03  Wednesday, March 18, 6-10:45 p.m.
MEDX 1101-04  Tuesday, March 24, 5:30-10:15 p.m. (WCCC-Bushy Run)
MEDX 1101-05  Tuesday, April 7, 5:30-10:15 p.m. (Indiana County Center)
MEDX 1101-06  Monday, April 13, 6-10:45 p.m.
MEDX 1101-07  Tuesday, April 28, 5:30-10:15 p.m. (WCCC-Laurel)
MEDX 1101-08  Wednesday, May 12, 6-10:45 p.m.
MEDX 1101-09  Saturday, May 16, 9 a.m.-1:45 p.m.
MEDX 1101-10  Tuesday, May 19, 5:30-10:15 p.m. (WCCC-Mon Valley)
MEDX 1101-11  Thursday, May 21, 6-10:45 p.m.
MEDX 1101-12  Wednesday, May 27, 6-10:45 p.m.

**Customized Training Available**
WCCC offers a variety of customized training programs designed to suit your specific needs.

**Programs are available in:**
- CPR
- Emergency Medical Services
- Health Care Programs

*For more information, contact Becky Lauffer, coordinator/ Emergency Medical Services & Health Care Continuing Education Programs, at 1-800-262-2103, ext. 4082 or laufferb@wccc.edu.*

**ENROLL EARLY!** Decisions to hold a class are based upon enrollment approximately one week prior to the start date.
Certificate Programs

Be job-ready for an exciting career in the health care field through one of these noncredit short-term certificate programs:

- IV Therapy Certification
- RN Reactivation/Refresher
- Nurse Aide
- EMT

Build real-world skills for next week’s jobs! See pages 34-36 for complete details or call 1-800-262-2103, ext. 4082.

Unless otherwise noted, classes are for ages 18 and older.

Basic Life Support for Health Care Providers (BLS/HCP) – Renewal

Renew your basic life support for health care providers by reviewing the 2010 AHA Guidelines. You will review the latest adult, child and infant CPR skills for one and two rescuers; practice skill development and foreign-body airway obstructions; the integration of an AED into adult and pediatric CPR and rescue breathing using barrier devices and the bag-valve mask. A current BLS for Health Care Providers CPR card is required for admittance. Written exam and skills evaluation required. Text can be purchased at the WCCC Bookstore. $35 tuition + $11 material fee + required text (review of textbook prior to class is required). .35 CEUs

MEDX 1106-01 Tuesday, March 10, 6-9:30 p.m.
MEDX 1106-02 Wednesday, April 15, 6-9:30 p.m.
MEDX 1106-03 Monday, May 11, 6-9:30 p.m.

Basic Life Support/Health Care Provider (BLS/HCP) Instructor Course

This course is aimed at experienced persons who have completed the BLS for Healthcare Providers, have completed the BLS Essentials course, and who wish to teach the BLS courses. Discover how to effectively present lecture material, monitor and coach students, demonstrate accurate CPR skills for adult, child and infant patients, demonstrate manikin maintenance techniques, evaluate written and skill performance, maintain accurate records, and work with a Training Center (TC). You must affiliate with a TC of your choice, be 16 years old, have a current BLS for Healthcare Provider CPR card and purchase an instructor manual. Written testing, hands-on skill performance and practice lecture required. CPR instructor card is valid for two years. Instructors must teach four classes within two years to remain certified. Prerequisite: Successful completion of the BLS Essentials course, which can be accessed at www.onlineaha.org. You must bring a copy of your certificate of completion of the BLS Essentials course and current BLS for Health Care Providers card to class. Bernadette Farah, $55 tuition + $10 material fee + required text (review of textbook prior to class is recommended), .8 CEUs

MEDX 1140-01 Monday & Wednesday, March 9 & 11, 6-10 p.m.

Registration deadline: March 2
Heartsaver CPR AED with Pediatric AED
A classroom, video-based, instructor-led, American Heart Association course that teaches adult and child CPR and AED use, as well as how to relieve choking. Teaches skills with AHA’s research-proven Practice-While-Watching (PWW) technique, which allows the instructor to observe you, provide feedback and guide your learning of skills. For anyone with limited or no medical training who needs a course completion card in CPR and AED to meet job, regulatory or other requirements. Two-year certification awarded upon successful completion. This course meets OSHA-compliant first aid training requirements. Text can be purchased at the WCCC Bookstore. $29 tuition + $9 material fee + required text (review of textbook prior to class is required), .4 CEUs
MEDX 1019-01 Thursday, March 19, 6-10 p.m.
MEDX 1019-60 Tuesday, April 21, 5:30-9:30 p.m.
(WCCC-Laurel)

Heartsaver First Aid
A classroom, video-based, instructor-led, American Heart Association course that teaches critical skills to respond to and manage an emergency in the first few minutes until emergency medical services (EMS) arrives. You will learn skills such as how to treat bleeding, sprains, broken bones, shock and other first aid emergencies. For anyone with limited or no medical training who needs a course completion card in first aid to meet job, regulatory or other requirements. Two-year certification awarded upon successful completion. This course meets OSHA-compliant first aid training requirements. Text can be purchased at the WCCC Bookstore. $25 tuition + $9 material fee + required text (review of textbook prior to class is required), .3 CEUs
MEDX 3028-01 Tuesday, April 7, 6:30-9:30 p.m.

Heartsaver First Aid: Adult/Child AED & CPR & Infant CPR
The AHA First Aid course incorporates basic first aid skills with adult CPR and automated external defibrillators (AEDs). It is designed for those in the workplace needing OSHA-compliant first aid and CPR training. The course includes instruction on rescuer safety, medical and injury emergencies, adult CPR and the AED and environmental emergencies. Wounds, bleeding, shock, stroke, allergic reactions, joint and muscle injuries, choking, bites and stings, heat and cold emergencies and poisonings are covered. The Heartsaver First Aid textbook is required. A course card is awarded upon successful completion. Text can be purchased at the WCCC bookstore. $49 tuition + $9 material fee + required text (review of textbook prior to class is required), .8 CEUs
MEDX 3029-01 Saturday, May 2, 9 a.m. - 5 p.m.

Canine Medic
Designed to train police, canine handlers, firefighters, EMT personnel and other service dog handlers, basic first aid for animals that are involved in trauma or disaster situations. You will learn animal handling, first aid, CPR techniques, IV administration, shock treatment, oxygen administration, wound care and treatment of poisoning. Harvey R. Bendix, D.V.M., $29 tuition + $6 material fee, .4 CEUs
MEDX 0515-01 Monday, April 13, 6-10 p.m.

The WCCC Bookstore will be closed for inventory March 18, 19 & 20.

For textbook prices and information, visit wccc.edu/bookstore.

To register, call 724-925-4204 or 1-800-262-2103, ext. 4204.
**Health Care & Emergency Services**

**Emergency Medical Technician-Basic**
Prepare to be an EMT! Develop competence in the following skills during the course: patient assessment/management of a trauma patient and a medical patient; cardiac arrest management/AED; bag-valve-mask ventilation of an apneic patient; spinal immobilization (both seated and supine patient); long bone fracture immobilization; joint dislocation immobilization; traction splinting; bleeding control/shock management; upper airway adjuncts and suction; mouth-to-mouth ventilation with supplemental oxygen; and supplemental oxygen administration to a breathing patient. The curriculum follows the new National EMS Education Standards. You must be 16 years old to register. You will be required to submit a PA Criminal History report, Child Abuse clearance, FBI clearance, evidence of 2-step mantoux current within the year, 11 panel urine drug screen, and evidence of immunizations prior to patient contact experiences. Upon successful completion of this class, ICS 100, NIMS 700 and HazMat certification, you will be eligible to take the state certification exam and the National Registry Exam. (Registry exam fees not included). Text can be purchased at the WCCC Bookstore. Stephen Zimmerman, $595 tuition + $25 material fee + required text (review of textbook prior to class is recommended), 16.0 CEUs

MEDX 1880-01  Tuesdays & Thursdays, 6-10 p.m. and some Saturdays, March 3- June 23, 8 a.m.-5 p.m., (no class April 2 & 4)
For more information, go to wccc.edu/emt, or contact Becky Laufer, RN, BSN at 724-925-4082 or laufferb@wccc.edu.

**Hospital Emergency Response Training (HERT)**
Prepare yourself as a health care responder to utilize the Hospital Incident Command System (HICS) to be able to integrate an Emergency Treatment Area (ETA) into the community emergency response network during a Mass Casualty Incident (MCI) involving victim contamination. Learn how to establish an ETA, determine the appropriate level of Personal Protective Equipment (PPE) and conduct triage followed by decontamination of ambulatory patients. This course is offered in conjunction with FEMA and the Center for Domestic Preparedness. Prior to class, you must have successfully completed ICS-100, ICS -200, IS 700, and NIMS at www.fema.org. Bring certificates of completion to the class. In addition to WCCC registration, you must obtain a FEMA Student Identification Number (SID) by going to http://cdp.dhs.gov/femasid. This ID must be presented on the first day of class. Lunch is on your own. Matthew McKinnon, RN, CEN, PHRN, $55 tuition, .8 CEUs
MEDX 3087-01  Saturday, April 11, 8 a.m.-4:30 p.m.

The WCCC Bookstore will be closed for inventory March 18, 19 & 20.

Enroll Early! Decisions to hold a class are based upon enrollment approximately one week prior to the start date.
**HEALTH CARE & EMERGENCY SERVICES**

NEW - Advanced Hazmat Life Support (AHLS) Instructor Course

Prepare to be an Advanced Hazmat Life Support (AHLS) Instructor. Course is open to paramedics, nurses, physician’s assistants and physicians that have successfully completed the AHLS provider class. Continental breakfast provided. Lunch on your own. $182 tuition + $174 material fee, .6 CEUs

MEDX 3008-01 Monday, April 20, 8 a.m.-4 p.m.

Registration deadline: March 27

Cancellation Policy:
The Advanced Hazmat Life Support International Headquarters and the course sponsor reserve the right to cancel this program for any reason. If a program is cancelled, all registrants will be notified a minimum of 14 days prior to the course and all tuition paid will be refunded. AHLS and WCCC accept no responsibility or liability for any non-refundable airfare or other arrangements made.

NEW - Advanced Hazmat Life Support (AHLS)

The Advanced Hazmat Life Support (AHLS) program is a 16 hour two-day course that teaches health care professionals to medically manage patients exposed to hazardous materials, including chemical, biological and radiological incidents. You will learn to recognize the signs and symptoms of exposure in order to medically manage patients of hazmat incidents. Healthcare professionals receive a four-year verification status upon successful completion of the course. Nonmedical course participants may attend the course and will receive certificates of completion but will not become verified. Textbook will be provided. Continental breakfast provided. Lunch on your own. $345 tuition + $317 material fee, 1.6 CEUs

MEDX 3007-01 Saturday & Sunday, April 18 & 19, 8 a.m.-5 p.m.

Registration Deadline: March 27

Cancellation Policy:
The Advanced Hazmat Life Support International Headquarters and the course sponsor reserve the right to cancel this program for any reason. If a program is cancelled, all registrants will be notified a minimum of 14 days prior to the course and all tuition paid will be refunded. AHLS and WCCC accept no responsibility or liability for any non-refundable airfare or other arrangements made.

HELP WANTED

We are always looking for new classes to offer the community. If you have special knowledge or a skill that you would like to share with others, please complete a course proposal. Visit our website at wccc.edu/CE-proposal for a course proposal form and to view directions and deadlines for submission or call 724-925-4107.

For textbook prices and information, visit wccc.edu/bookstore.

To register, call 724-925-4204 or 1-800-262-2103, ext. 4204.
PUBLIC SAFETY

Firefighter

The following classes will be held at the state-of-the-art WCCC Public Safety Training Center (unless otherwise indicated), located in South Huntingdon Township, two miles from exit 49 (Smithton) of Interstate 70. The facility features a six-story tower with an attached 2 1/2-story residential-style building that simulates industrial, commercial and residential structures. Also on site are a classroom/administration building, class A burn building, outdoor training props and water-supply pond. Contact David Hauger at 724-872-2447 with any questions.

Apparatus

Pump Operations I (PUOP)
Don’t just be a “lever puller!” Learn how to establish pump settings for a variety of hand line layouts. Pump construction and theory, hose and nozzle layouts, simple hydraulic formulas and hand rules, preventative maintenance and testing procedures are included. Turnout gear required. Minimum age, 18. Chad Warfield, $28 tuition, 1.6 CEUs
PPRX 6658-79  2 Mondays & 2 Wednesdays starting May 11, 6:30-10:30 p.m.

Emergency Vehicle

Driver Training (EVOC)
The safe operation of emergency vehicles is crucial to “arriving alive.” Learn the importance of vehicle dynamics, driver selection criteria, preparing the vehicle, the PA Vehicle Code and safe operations. Includes behind-the-wheel practice in your vehicle. Must attend all sessions. PA Dept. of Health con. ed. credits applied for. Minimum age, 18. John Rock, $38 tuition + $10 material fee provides textbook. 1.6 CEUs
PPRX 1752-79 Tuesday & Thursday, May 12 & 14, 6:30-10:30 p.m., and Sunday, May 17, 8 a.m.-4:30 p.m.

Decision Making for Initial Co. Operations (DMICO)
This second course develops the decision making skills needed by Company Officers (COs) to accomplish assigned tactics at structure fires. All activities and scenarios are based on structure fires. As a CO with the real possibility of being the first to arrive at an incident, the CO’s initial decisions will have an impact throughout the incident. It is vital they be able to make good management decisions that have a favorable impact on the outcome. Integration of the NIMS, fire ground decision making, building construction, the size-up process, building burn time considerations and line of duty deaths and fire ground decision making exercises are presented. Allen Clark, $20 tuition, 1.6 CEUs
PPRX 1320-79 Monday & Wednesday, February 23 & 25, 6:30-10:30 p.m., and Saturday, February 28, 8 a.m.-4:30 p.m.

Rookie Command School
Were you just elected to a line officer position? Here are a couple of NFA-developed classes especially for new command officers (veteran officers are encouraged to enroll, too). Start with Preparation for Initial Company Operations then follow-up with Decision Making for Initial Company Operations. Be safe out there; register now.
PUBLIC SAFETY

Fire Suppression
PA Entry Level Firefighter Training Program
The PA Entry Level training program was revised and PA has adopted IFSTA training materials. Although the same four courses are still offered, the content and hours have been revised and separate hazardous materials and NIMS training are still required. All of these changes will allow you to move into the Firefighter I test with ease. A free textbook and skill book provided to the first 20 registered students.

Exterior Firefighter (ELEF)
This revised course in the PA Entry Level Firefighter Training Program is also based on the Essentials of Firefighting, 6th ed. SCBA, fire growth and development, building construction, portable fire extinguishers, forcible entry techniques, ground ladders, fire streams and advancing hose lines are included. Students must provide a full set of personal protective equipment and SCBA. Junior firefighters may attend. Fireground Support (ELFG) and NIMS ICS 100 & 700 are prerequisites. Kris Cattau, $70 tuition + $15 lab fee, 5.2 CEUs PPRX 1806-79 Starts Tuesday, February 24. Meets: February 24, 26, March 3, 5, 7, 10, 12, 14, 17, 19 & 21. Tuesday & Thursday, 6:30-10:30 p.m., and Saturday, 8 a.m.-4:30 p.m.

Interior Firefighter (ELIF)
The final class for entry level firefighters specializing in interior fire ground operations. Self-contained breathing apparatus, rescue, ventilation, fire suppression, salvage and overhaul, firefighter survival, protective systems and a live fire exercise are included. Satisfactory completion of a written exam and skills required to receive a certificate. Exterior Firefighter (ELEF) and Hazardous Materials Operations (DHMO) are prerequisites. You must provide turnout gear, SCBA, notebook and pen/pencil. You must be 18 by first class. Craig Couchenour, $50 tuition + $15 lab fee, 4 CEUs PPRX 3662-79 Starts Tuesday, April 21. Meets: April 21, 23, 25, 28, 30, May 2, 5 & 7. Times: Tuesday & Thursday, 6:30-10:30 p.m., and Saturdays, 8 a.m.-4:30 p.m.

Delmar Hazardous Materials Operations (DHMO)
Designed for first responders to the release of a hazardous material, the course meets the Operations level as outlined in NFPA 472 of 2008 and 29 CRF 1910.120. Laws, regulations and standards; recognizing and identifying hazardous materials and their properties; personal protective equipment; decontamination procedures, product control and air monitoring and a review of terrorism awareness are included. You will need to provide suitable PPE and SCBA with spare cylinder. Minimum age, 16. Haz. Mat. Awareness is a prerequisite. Cory Snyder, $36. + $8 material fee, 2.4 CEUs PPRX 3155-79 Starts Tuesday, March 31. Meets: March 31, April 7, 9, 11, & 14. Tuesday & Thursday, 6:30-10:30 p.m. & Saturday, 8 a.m.-4:30 p.m.

For more information about Firefighter classes, contact David Hauger, coordinator/ Public Safety Training Center, 724-872-2447.

Unless otherwise noted, classes are for ages 18 and older.

To register, call 724-925-4204 or 1-800-262-2103, ext. 4204.
PUBLIC SAFETY

Electric/Hybrid Vehicle Safety
The goal of this NFPA-developed course is to prepare first responders to operate safely at incidents involving hybrid electric (HEV), plug-in hybrid electric (PHEV) and electric vehicles (EV). The use of electric and alternative fuel vehicles continues to increase. Industry experts predict that one-third of all new car sales by 2020 will be electric vehicles. Along with this use of newer technologies, come new challenges for emergency responders. While the hazards of electric vehicle technology are not necessarily any more serious than with internal combustion engines, the hazards are different and need to be understood before responding to incidents involving electric vehicles. By introducing this new technology to emergency responders, become prepared to perform more safely and effectively.

Michael Booker, $16 tuition, .6 CEUs
PPRX 1640-79  Monday & Wednesday, March 9 & 11, 6:30-9:30 p.m.

Forcible Entry (TFE)
Firefighters and rescue personnel must often gain rapid entry into locked or secured buildings. Forcible entry tools, building construction related to door and window assemblies, locking mechanisms, wall and ceiling entry techniques and hands-on practice using the center's specialized forcible entry and through-the-lock props included. Instructor will also use a recently constructed forcible entry prop. Lots of hands on practice. You must provide a full set of turnout gear including eye protection. Mark Ghion, $28 tuition, 1.6 CEUs
PPRX 2555-79  Monday & Wednesday, April 13 & 15, 6:30-10:30 p.m., and Saturday, April 18, 8 a.m.-4:30 p.m.

Structural Firefighting:
Live Burn Session (SBS)
This course exposes the student to live firefighting scenarios using the state-of-the-art class A burn building where temperatures reach 1,000° F. Review SCBA usage, accountability measures, hose line and ladder techniques and safety procedures. Turnout gear and SCBA required. You must have completed Essentials or Fundamentals of Firefighting and not have any medical conditions that would limit full participation. Minimum age, 18. Limit 24. Tyler Olsen, $40 tuition + $15 lab fee, 1.6 CEUs
PPRX 7703-79  Monday & Wednesday, April 6 & 8, 6:30-10:30 p.m., and Sunday, April 12, 8 a.m.-4:30 p.m.

Rescue
Basic Vehicle Rescue (BVRT)
Learn how to use basic hand and powered rescue tools to safely disentangle and remove patients from automobile accidents. Designed for firefighters, EMS and rescue personnel, the class will concentrate on efficient removal techniques while maintaining proper patient packaging and care. Highway hazards, vehicle anatomy, tools and equipment, vehicle stabilization, gaining access, disentanglement, patient removal and post rescue follow-up are covered. You must be 18 by first class session and provide suitable personal protective gear, pen/pencil and notebook.
SPECIAL NOTE: if you know where we can secure more junked cars, call us: 724-872-2447. Mark Ghion, $70 tuition + $10 lab fee, 4.8 CEUs
PPRX 6600-79  3 Mondays & Wednesdays starting April 20, 6:30-10:30 p.m., and 3 Sundays, 8 a.m.-4:30 p.m.

Spring 2015 Certification Testing

Firefighter I Test– May 15 & 16, 2015
Application deadline: 4 p.m., Friday, April 24, 2015
The next test will be Oct. 23 & 24.

Firefighter II Test– September 11 & 12, 2015
Hazardous Materials Awareness Written Exam
March 18, 2015
Application deadline: February 27
To register, call 724-925-4204 or 1-800-262-2103, ext. 4204.

ENROLL EARLY! Decisions to hold a class are based upon enrollment approximately one week prior to the start date.

Municipal Police Officers’ Training Academy

Established in 1979, the WCCC Municipal Police Officers’ Training Academy has graduated nearly 800 cadets who now serve and protect their communities at the local, county, state and federal levels.

Features of the WCCC Police Academy include:

- Part-time and full-time classes
- Classes are taught by currently working law enforcement officials with extensive experience as police chiefs, patrol officers, state troopers, special agents, detectives, magistrate judges, etc.
- 15 transferrable college credits can be applied toward the WCCC Criminal Justice associate degree program, which can then be transferred to a four-year university.
- Most affordable tuition of any municipal police academy in Pennsylvania.

2015 Academies

Part-time Academy began in January 2015
Full-time Academy begins the first week of June 2015

Go to www.wccc.edu/policeacademy for further information.

If you have questions after reviewing the website, call 724-925-4298.

NOTE: Many applicants to the police academy fail the entrance physical fitness examination. Don’t let this happen to you. Download the WCCC Municipal Police Officers’ Training Academy Cadet Handbook, available at the above website link and review the physical fitness program suggestions outlined in the handbook. You are encouraged to begin a physical fitness program.
The ACT-165 Waiver Program is a Municipal Police Officer Training and Education Commission (MPOETC) waiver program for former Federal Law Enforcement Officers (FLEO) and former Military Police (MP) officers who want to be municipal police officers. The FLEOs and MPs must be approved by MPOETC to participate in the program. The program is 287 hours of training. MPOETC may determine that additional training is required in HAZMAT, EVOC, Firearms, First Aid and CPR. Upon successful completion of the course, participants can take the state certification exam to become municipal police officers in the state of PA.

WCCC offers the ACT-165 Waiver Program in conjunction with the part-time and full-time police academies. Approved FLEOs and MPs attend class with the cadets in the police academies only on the days required ACT-165 curriculum is being presented.

If you meet one of the above qualifications, you are eligible to complete the application for partial waiver of training. You must send your completed application along with a copy of your DD-214 to MPOETC for review. If you are determined to be eligible for enrollment in the partial waiver course, you will receive an approval letter from MPOETC.

You can obtain the ACT-165 partial waiver application at www.mpoetc.state.pa.us. Once you have completed your application, mail it to:
Municipal Police Officers’ Education and Training Commission
Attention: Certification and Administration
8002 Bretz Drive
Harrisburg, PA 17112-9748

Please note: You cannot begin the process to be accepted into WCCC’s ACT-165 Waiver Program until you have your letter of approval from MPOETC.

For more information contact 724-925-4298.

The 2015 mandatory, in-service program requires all Municipal Police Officers to complete 12 hours of training exclusive of administrative and examination time. There are three MPOETC mandated classes in 2015 and one optional fourth course, which is being offered by Westmoreland County Community College. Officers must take at least 12 hours of training. There is no requirement you take all 12 hours of training at the same location or on consecutive days.

Registration Procedure for 2015 Classes
To register for the 2015 in-service classes, call WCCC telephone registration at 1-800-262-2103, extension 4204 or 724-925-4204. Be prepared to provide the officer’s name, contact information (home address, etc.), course code of the desired class(es), and the name of the police department responsible for payment.

Registrations may be made by the individual police officers. The police department identified at time of registration will be invoiced.

Non-municipal law enforcement agencies must be on MPOETC’s pre-approved list prior to registering for classes.

Cost to attend the 2015 MIST 180 is $14.85 per officer per class.

If you have any questions regarding the classes or this registration procedure please call 724-925-4298.

For a complete schedule of 2015 classes, go to www.wccc.edu/act180.
PUBLIC SAFETY

ACT 180 – Course Descriptions

Legal Updates - 15-201 (3 Hours Required)
This course will cover important legal issues affecting, and important to, municipal police officers throughout the Commonwealth. This course will cover topics such as changes and updates to the criminal law, vehicle law, Rules of Criminal Procedure and other statues related to law enforcement. This course will also examine, review and explain significant court cases that are relevant to police officers in the Commonwealth from Federal and State Courts. The goal of the section will be to demonstrate how these cases have a direct impact on how police officers perform their customary duties.

Civil Law - 15-202 (3 Hours Required)
This course will provide municipal police officers with updated information on civil law issues directly related to law enforcement in the Commonwealth of Pennsylvania. The topics that will be examined include Federal Civil Action, landlord tenant issues, bankruptcy, family law matters, bad checks and open carry. This course will also analyze the civil laws that impact operational activities that “on the street” police officers need to know to accomplish their mission.

Human Trafficking 15-423 (3 Hours Required)
This course will address certain aspects of a police officer’s response to issues set forth when dealing with possible human trafficking cases. This instruction is intended to introduce first responding officers to the concepts which can be applied to human trafficking within the police profession.

Optional ACT-180 Course
WCCC is offering the following MPOETC approved course to satisfy your required training for 2015.

Police/Citizen Encounters & Terry Stops (3 Hours)
A key element involved in most criminal prosecutions is based on the initial contact between the officer and the defendant. It is essential that officers understand the different types of encounters and their level of authority. This review-based course will examine historic case law and recent decisions that identify the three types of police/citizen encounters and an officer's authority in each situation. Terry Stops and recent decisions impacting police authority will also be reviewed.

ACT 180 – Make-up Classes

Make-Up Classes for 2013 ACT-180
• Legal Updates 13-201 (3 Hours Required)
• Threat Assessment & Management 13-334 (3 Hours Required)
• Managing Public Events – 13-335 (3 Hours Required)
• Emergency Vehicle Operation 13-336 (3 Hours Required)

Make-Up Classes for 2014 ACT-180
• Legal Updates 14-201 (3 Hours Required)
• Crimes Against the Elderly 14-421 (3 Hours Required)
• Technology Update: Introduction to Social Media 12-422 (3 Hours Required)
• Invisible Wounds: Traumatic Brain Injury & Post Traumatic Stress 14-377 (3 Hours Required)
Rent the Public Safety Training Center

Located in South Huntingdon Township off the Smithton interchange of Interstate 70, the WCCC Public Safety Training Center is a state-of-the-art facility that offers a venue for a multitude of training opportunities for our region’s police, firefighter and emergency services personnel.

In addition to an outdoor firearms range, the facility also features a six-story tower with an attached 2 1/2-story residential building that simulates industrial, commercial and residential structure; a class A live burn building; rubble pile; outdoor training props; pond; and a classroom/administration building. Buses, railcars, ambulances and police cars are also available for scenario training.

The PSTC Firearms Range is available for rental to personnel from the following fields:

- Law Enforcement
- Security Firms
- Designated Civil Agencies

Rentals can be scheduled for any day of the week between 8 a.m. and midnight.

For more information or to schedule a rental time for the firing range, call 724-925-4298.
REGISTRATION

Call 724-925-4204 or 1-800-262-2103, ext. 4204
Monday - Friday, 8 a.m. - 5 p.m.

Tuition
Tuition costs listed apply to Westmoreland County residents. Residents of other counties are charged double tuition. Payment may be made by check and MasterCard or VISA credit cards.

Refund Policy
All refunds are calculated from the official starting date of the course. The number of days or weeks to determine refunds is calculated by counting the actual days from the starting date of the course and not by counting the course meeting dates.

All refund checks will be mailed to students and not be held for pick up.

For courses meeting one week or less:
If you officially drop before the course starts, you may be eligible to receive a 100% refund of tuition and fees. There are no refunds after this date.

For courses two weeks through four weeks:
If you officially drop through the first three days of the course, you may be eligible to receive a 100% refund of tuition and fees. There are no refunds after this date.

For courses five weeks through nine weeks:
If you officially drop through the first week of the course, you may be eligible to receive a 100% refund of tuition and fees. There are no refunds after the first week of the course.

For courses of 10 weeks through 19 weeks:
If you officially drop through the second week of the course, you may be eligible to receive a 100% refund of tuition and fees. There are no refunds after the second week of the course.

For courses 20 weeks through 29 weeks:
If you officially drop through the second week of the course, you may be eligible to receive a 100% refund of tuition and fees. If you officially drop during the third or fourth week of the course, you may be eligible to receive a 60% refund of tuition. There are no refunds after the fourth week of the course.

For courses 30 weeks or longer:
If you officially drop through the third week of the course, you may be eligible to receive a 100% refund of tuition and fees. If you officially drop during the fourth, fifth or sixth week of the course, you may be eligible to receive a 60% refund of tuition. There are no refunds after the sixth week of the course.

Tuition Reduction for Older Adults
If you are a Pennsylvania resident age 60 or older, you may be eligible for a 50 percent reduction in tuition when you enroll in continuing education classes. Enrollment with a tuition reduction is contingent upon space availability in the class. This reduction applies only to tuition charges and not to textbooks, equipment/supplies, or any fees. To enroll, call the Registration Center.

Class Cancellation
Class cancellations and college closing due to inclement weather or other emergency conditions will be announced on area radio and television stations and the Internet. As road conditions vary widely during inclement weather, you are advised to use your own judgment in deciding whether to attend classes.

Purchasing Textbooks
The Youngwood Campus Bookstore normal hours of operation are 8 a.m.-6:30 p.m., Monday through Thursday and 8 a.m.-5 p.m., Friday. See our website - wccc.edu - for extended hours of operation before and during the start of the semester. Textbooks should be purchased at the main campus in Youngwood. If you are unable to travel to the main campus, please call the bookstore at 724-925-4174 or 1-800-262-2103, ext. 4174 for other options.
Most textbooks are available at least two weeks before the beginning of each semester. Specific information concerning your textbooks and a booklist can be obtained by calling your campus bookstore.

You must contact the Registration Center to officially drop a course.
If you do not officially drop, you remain obligated for all tuition and fees.

To register, call 724-925-4204 or 1-800-262-2103, ext. 4204.
Advanced Technology Center, RIDC-Westmoreland
1001 Technology Drive, Mt. Pleasant, 15666

From New Stanton: Take I-70 East toward US-119/Greensburg. Take Exit 1 to merge onto US-119 South toward Connellsville and then exit on Technology Drive. Proceed to traffic light and turn left (intersection of Old 119/State Route 3093) and then make the first right into facility.

From Greensburg: Follow US-119 South/South Main St. Take the exit to stay on US-119 South toward Connellsville and exit on Technology Drive. Proceed to traffic light and turn left (intersection of Old 119/State Route 3093) and then make the first right into facility.

From Pittsburgh: Take I-376 East toward Monroeville then get on I-76 East. Take Exit 75 for US-119/PA-66 toward Greensburg. Take Exit 1 to merge onto US-119 South toward Connellsville Exit on Technology Drive. Proceed to traffic light and turn left (intersection of Old 119/State Route 3093) and then make the first right into facility.

WCCC-Bushy Run, 6707 Mellon Rd., Export, PA 15632

From Greensburg: Take Route 66 North to Route 22 heading west toward Pittsburgh. At the third traffic light, turn left onto Mellon Road and proceed approximately 1.5 miles. The Bushy Run Center is on the left.

From Murrysville: Head east on Route 22 toward Delmont. Turn right at the traffic light onto Mellon Road and proceed 1.5 miles.

WCCC-Fayette, 140 N. Beeson Blvd., Uniontown, PA 15401

From U.S. 119 South: Take the PA Route 51 ramp to Pittsburgh Street. Turn left on Route 51 South/Pittsburgh Road and continue to follow Route 51 South. Turn left onto W. Penn Street and then turn left onto North Beeson Blvd.

From PA 21 Roy E. Furman Highway: Turn right onto US 40 East. Turn left onto Beeson Blvd. and follow to 140 North Beeson Blvd.

Greene County Education Center, 100 EverGreene Dr., Waynesburg, PA 15370

From I-79 North or South: Take Waynesburg (Exit 14) onto Route 21 East. Proceed to the first traffic light and make a left onto Progress Drive. Proceed left. Make the first right curve which will take you to EverGreene Technology Park. WCCC is located on the right side of the building.

From 21 West: Proceed under I-79 and follow the directions above.

From 21 East: Make a right onto Progress Drive at the light just after the Greene County Airport and follow the directions above.

Indiana County Community College Center, 45 Airport Rd., Indiana, PA 15701

From Blairsville: Take Route 119 North to the Clymer/Indiana Exit and exit at Clymer Route 286.

From Punxsutawney: Take Route 119 South and exit at the Clymer/Indiana Exit and exit at Clymer Route 286. At the end of the exit ramp, turn right onto Airport Road. Continue approximately 100 yards and turn left into the parking lot.

WCCC-Latrobe, 130 Depot St., Latrobe, PA 15650

From Route 30: Take Route 981 North toward Latrobe. (Route 981 becomes Lloyd Avenue.) Cross the bridge, bear right on Main Street and turn left onto Jefferson Street. Turn left onto Depot Street; the center is on your right.

From Route 22-New Alexandria: Take Route 981 South and turn right onto PA 981/Industrial Blvd. at the traffic light. Cross the Loyalhanna Creek Bridge. The center is on your right at the intersection of Depot and Jefferson Streets.

WCCC-Mon Valley, 1181 Fells Church Rd., Belle Vernon, PA 15012

From Route 51 North: Make the first left turn at the traffic light (past Bill’s Golfiland) at Robbie’s Cream Delight. Proceed to the traffic light and turn right at the light.

From Route 51 South: Make the right turn (1/2 mile past CoGo’s) at the United Mine Workers Headquarters. Proceed 1 mile and turn left into the college parking lot before the traffic light.

WCCC-New Kensington, 1150 Fifth Ave., New Kensington, PA 15068

From 9th Street Bridge: At the second traffic signal, turn left onto 4th Ave. Proceed and turn right onto Heilman Drive. Turn right onto 5th Ave. The Center is located on the left.

From Greensburg Road: At the Parnassus Intersection, (CVS Pharmacy), proceed straight through the traffic signal onto Industrial Blvd. Stay on Industrial Blvd. through town and past the 9th Street Bridge. At the stop sign, proceed straight. Turn right onto 5th Ave. The Center is located on the left.

Public Safety Training Center, 65 Public Safety Drive, Smithton, PA 15479

From I-70 W (New Stanton and PA Turnpike, exit 75): Take I-70 W 8 miles from New Stanton to the Smithton exit (no. 49). Exit and turn left at the stop sign onto Fitz Henry Road. Proceed 1 mile and turn right onto Reduction Road. Proceed 1 mile to the PSTC entrance on the left.

From I-70 E (Belle Vernon and I-79): Proceed on I-70 E to the Smithton exit (no. 49). Exit and turn left at the stop sign onto Fitz Henry Road. Proceed 1 mile and turn right onto Reduction Road. Proceed 1 mile to the PSTC entrance on the left.
Youngwood Campus
145, Pavilion Lane, Youngwood, PA  15697

From Greensburg and Route 30: Take Route 119 South into Youngwood. At the third traffic light, Depot Street, turn left and proceed one mile to the college, located on the right.

From the PA Turnpike–New Stanton, Rt. 119 or I-70: Take Route 119 North into Youngwood. At the fourth traffic light, Depot Street, turn right and proceed one mile to the college, located on the right.

Building Codes
BIY  Business & Industry Center
CHY  Commissioners Hall
FHY  Founders Hall
SHY  Science Hall

Smoking/tobacco usage is permitted only in smoking shelters and personal vehicles.
WCCC Continuing Education Community Survey

There’s more to life! Learn something new!

What do YOU want to learn? Are there classes you would like to take that are not presently being offered by WCCC? Tell us what they are.

To complete an online survey, go to wccc.edu/cesurvey

Thank you!

Employer Training Grants Available Now

Westmoreland County Community College is a partner with the Workforce & Economic Development Network for Pennsylvania (WEDnetPA). WEDnetPA funds employee training. Companies that qualify can receive up to $450 for Basic Skills Training for eligible employees and up to $850 per employee for Information Technology Training.

Basic Skills Training includes instruction in a variety of entry-level and basic skills such as:

- Applied Mathematics & Measurement
- Computer Training - Word, PowerPoint, Excel & Access
- Manufacturing Fundamentals - tooling, grinding, soldering, blueprint reading, etc.
- Workplace Health & Safety

Information Technology Training is comprised of specific high-level computer skills and Advanced Manufacturing skills dependent on the type and scope of the business. Some types of training include:

- Computer Programming & Software Development
- Network Administration & Technology Support
- Applied Manufacturing Technologies such as CAD/CAM, PLCs and other higher end skills

To find out if your company qualifies for the WEDnetPA Grant, contact Nick DeMatteo, director/Workforce & Economic Development, at 724-925-4090
Oil & Gas Industry

Job Training Program

Training & placement assistance in high-paying jobs in the Shale Industry

Entry-level Service Unit Operator Training Program
- Heavy Equipment Operator certification
- Safeland certification
- Job Placement assistance
- 18-day course; Classes start every eight weeks
- $2,500 tuition scholarships available

For more information, contact Lea Pizzutelli at 724-925-4187 or pizzutellil@wccc.edu

Funded in part by a TAACCCT Grant from the US Department of Labor – Education & Training Administration
Learn about WCCC and our 143 programs of study that can prepare you for a career immediately upon graduation or enable you to complete the first two years of your bachelor’s degree.

Saturday, February 28, 2015
9 a.m.-noon

Wednesday, April 8, 2015
5-8 p.m.

Founders Hall,
WCCC Youngwood Campus

Reservations are requested.
wccc.edu/openhouse

For more information,
call 1-800-262-2103, ext. 4077.