

WAYNE COMMUNITY COLLEGE WORKFORCE CONTINUING EDUCATION

# COURSE SCHEDULE



**WAYNE**  
COMMUNITY COLLEGE

3000 Wayne Memorial Drive  
Goldsboro, NC 27534  
(919) 739-6900  
[waynecc.edu/coned](http://waynecc.edu/coned)

**SPRING 2026**

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**Welcome to the Workforce  
Continuing Education (WCE)  
Spring Course Schedule.**

We are glad that you are thinking about continuing your education with Wayne Community College. The faculty and staff of our department are eager to assist you in achieving success.

We have many short-term training options that can get you on the path to a new opportunity. Whether you are looking to get into the job market for the first time, retraining for a new skill, getting an additional certification to make you more marketable, interested in completing your high school equivalency or looking to do something just for fun, we have plenty of options for you.

Our courses are offered at an affordable rate and can in most cases have you on your way to a new occupation in less than six months! If financing your education is a concern, we also have scholarship options available for many of our occupational courses.

Today is the day! Select your course, follow our easy registration process, and begin a new journey that begins with you! We look forward to celebrating with you when you accomplish your goal!

Yours in Learning,  
**Renita Allen Dawson,**

Vice President  
Wayne Community College  
Workforce Continuing Education &  
Community Engagement

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Workforce Continuing Education Services provides education and training to the lifelong learners in the diverse communities we serve. We are committed to improving the quality of life for individuals and the community by offering learning opportunities to promote workforce, economic, and personal development. The concept of life-long learning is our commitment to our students, community, and industry needs. Both our on-line courses and traditional are interactive classes that offer flexible scheduling and are structured to accommodate your busy lifestyle. Although workforce and economic development are at the heart of what we provide, you will also find classes that serve our community through personal interest and cultural enrichment programs. From custom woodworking and stained glass classes to line dance, we offer programs that can enhance your life.

Workforce Continuing Education courses are offered at various locations throughout the city of Goldsboro and Wayne County. We welcome requests for courses and suggestions for providing improved services to the area. If you have a particular training need or would like to learn more about how Workforce Continuing Education Services can assist you or your company, please give us a call or drop by our campus.

GENERAL INFORMATION

Workforce Continuing Education students may register early for classes in the Workforce Continuing Education Services Receptionist Office (Walnut, Room 127) or the first day of class as shown in the schedule. Some classes have limited enrollment and will fill up quickly on a first-come, first-served basis.

Wayne Community College is an Equal Opportunity Employer and accommodates the needs of individuals with disabilities. It is the intent of the College that all programs and activities be accessible to all qualified students. It is the student's responsibility to make his or her disability known as soon as the need becomes known in order to provide ample time for arrangements to be made. The student must request academic adjustments by contacting the Accessibility Counselor in the Wayne Learning Center building or by calling 919-739-6729.

ENROLLMENT REQUIREMENTS

WCC maintains an open-door admission policy to all applicants who are high school graduates or who are at least 18 years of age. Student admission processing and placement determination shall be performed by the officials of each college. Admission requirements for an emancipated minor shall be the same as for an applicant 18 years old or older. Provisions with respect to admission of minors are set forth in 1D SBCCC 200.95, in accordance with Community College Laws of North Carolina.

WCC's Board of Trustees may adopt policies regulating admission and graduation of students enrolled in courses mandated under G.S. 17C, North Carolina Criminal Justice Education and Training Standards Commission, or G.S. 17E, North Carolina Sheriffs' Education and Training Standards Commission. These policies may limit enrollment to law enforcement officers or persons sponsored by law enforcement agencies and may require a student to maintain sponsorship by a law enforcement agency until completion of the program. Policies adopted pursuant to this paragraph shall be published and made available to students and prospective students. Minors age 16 and 17 years old may enroll in Workforce Continuing Education courses, except adult high school, under

the following conditions:

- Shall not receive credit towards high school graduation requirements
- Shall enroll in self-supporting courses during any reporting term

Minors less than age 16 may enroll in Workforce Continuing Education courses under the following conditions:

- Shall enroll in self-supporting safe driving courses during any reporting term
- Shall enroll in any self-supporting courses during the summer term

Minors taking courses pursuant to the above paragraphs shall not displace adults. Once admitted, they shall be treated the same as all other students. Reference 1D SBCCC 300.4 from Community College Laws of N.C.

COURSE FEES

Registration fees from \$70 to \$180 are charged to students in occupational extension classes depending upon the total class hours. The Leisure and Recreational classes have a registration fee starting at \$20.00. The amount of tuition for recreational classes is determined by the pro-rated cost per student it takes to conduct the course in accordance with legislation.

1-24 hours	\$70.00
25-50 hours	\$125.00
51 + hours	\$180.00
Leisure and Recreational starting at	\$20.00*

\*See specific course listing.

**NOTE:** Charges are subject to change based on state budget. Students are expected to purchase supplies, materials, tools, and books required for the class.

COMPANY/ORGANIZATION PAYMENT PROCESS (SPONSOR BILLING)

All companies and organizations are required to utilize the Sponsor Billing process to ease the payment process for your employees/students for Workforce Continuing Education classes at Wayne Community College. You will not need to send a company/organization check/credit card with your employee at the time of registration. All you have to submit is a signed company/organization letter or memorandum on letterhead to our office via in-person, fax, email or mail with the following key items:

- Company/Organization point of contact information (in the event there are any questions regarding a student or payment)
- Billing Information (include mailing address and email address) and Employer ID/Tax ID Number
- State the intent of who and what class(es) your company/organization will be responsible for in the registration process (i.e. tuition, parking/ID, testing, books, etc.)

Continued on next page

Once we have received the letter/memorandum and student(s) registration form(s), our Business Office will submit an invoice to your company/organization. The letter/memorandum must be received on or before the class start date. If you have any further questions, please contact **Amber Tyler** at [antyl@waynecc.edu](mailto:antyl@waynecc.edu) or **Terrie Wellington** at [tjwynn@waynecc.edu](mailto:tjwynn@waynecc.edu).

## REFUND POLICY FOR WORKFORCE CONTINUING EDUCATION SERVICES

A refund policy for Workforce Continuing Education Services courses, as established by the N.C. General Assembly, allows a 75 percent refund, after the respective class begins, upon the request of the student if the student officially withdraws from the class prior to or on the 10 percent point of the scheduled hours of the class. A 100 percent refund shall be made if the student officially withdraws prior to the first day of the course. Also, a student is eligible for a 100 percent refund if the class in which the student is officially registered is canceled due to insufficient enrollment. Under this policy, the college shall notify the student of the right to receive a refund at the time of official withdrawal. There are no refunds for self-supporting classes.

**NOTE:** Course refunds can take approximately four to six weeks to be processed/received.

## COMPUTER TECHNOLOGY FEE

Pursuant to the North Carolina State Board of Community College Code, Title 1E SBCCC 200.98 (a)(3), a NON-REFUNDABLE Computer Technology Fee of \$5.00\* will be charged to all individuals who take computer courses through the Workforce Continuing Education Services. This technology fee is charged for each computer course the individual is registered for. The technology fee was established to support the purchase, operations, and repair of computers and other instructional technology, including the supplies and materials which support computer technology. This fee also supports Workforce Continuing Education computer classes held off campus at various locations. If you have any questions concerning the Computer Technology Fee, please contact the Workforce Continuing Education Services at 919-739-6900.

## STUDENT ACCIDENT INSURANCE

Students have the option to pay \$0.55 Student Accident Insurance Fee for all Workforce Continuing Education courses. This fee is paid once during a semester regardless of the number of classes taken.

## STUDENT ID AND PARKING FEE

Both day and night students are required to pay a \$5 student fee for classes four weeks in length or more that have any on-campus meetings scheduled.

The fee is non-optional and due at the time of registration. The fee also includes a Student ID and Parking Pass.

## QUICK REFERENCE OF RATES

Computer Technology Fee	\$5.00* per course
Student Accident Insurance	\$0.55*
Student Fee	\$5.00*
Replacement ID Card	\$5.00*

*\*\*Please note Fees subject to change. \*\**

The above list does not reflect all rates for taking a class through Workforce Continuing Education Services.

## SPRING HOURS

### MONDAY - THURSDAY

7:45 a.m.-5:30 p.m.

### FRIDAY

8:00 a.m.-1:00 p.m.



### WCC MISSION STATEMENT

Wayne Community College (WCC) is a learning-centered, public, associate degree granting institution with an open-door admissions policy. WCC is located in Goldsboro, North Carolina, and is part of the North Carolina Community College System. Wayne Community College's mission is to meet the educational, training, and cultural needs of the communities it serves.

Wayne Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate degrees. Wayne Community College also may offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of Wayne Community College may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, GA 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website ([www.sacscoc.org](http://www.sacscoc.org)).

The Commission on Colleges may be contacted only if there is evidence that Wayne Community College is significantly non-compliant with a requirement or standard. Accreditation standards are located at: <http://www.sacscoc.org/principles.asp>. Inquiries about Wayne Community College, such as admission requirements, financial aid, educational programs, etc. should be addressed directly to Wayne Community College and not the Commission's office.

Wayne Community College is an Equal Opportunity Employer and accommodates the needs of individuals with disabilities. It is the intent of the College that all programs and activities be accessible to all qualified students. It is the student's responsibility to make his or her disability known as soon as the need becomes known in order to provide ample time for arrangements to be made. The student must request academic adjustments by contacting the Accessibility Counselor in the Wayne Learning Center building, 919-739-6729.

Student Right-to-Know: Information regarding the persistence rate of enrolled students toward graduation and transfer-out-rate is available in the Office of Admissions and Records. Student rights under FERPA are available at <http://www2.ed.gov/policy/gen/guid/fpco/ferpa/index.html> or in the Office of Admissions and Records and in the Office of Counseling Services.

Wayne Community College issues this schedule for the purpose of furnishing prospective students and other interested persons with information about the institution and its programs. Announcements contained herein are subject to change without notice and may not be regarded in the nature of binding obligations on the college or state. Efforts will be made to keep changes to a minimum, but changes in policy by the State Board of Community Colleges, the Community College System, or by local conditions may make some alterations in curriculums, fees, etc., necessary. For additional information, contact the college at (919) 735-5151 or visit our Web site at [www.waynecc.edu](http://www.waynecc.edu).

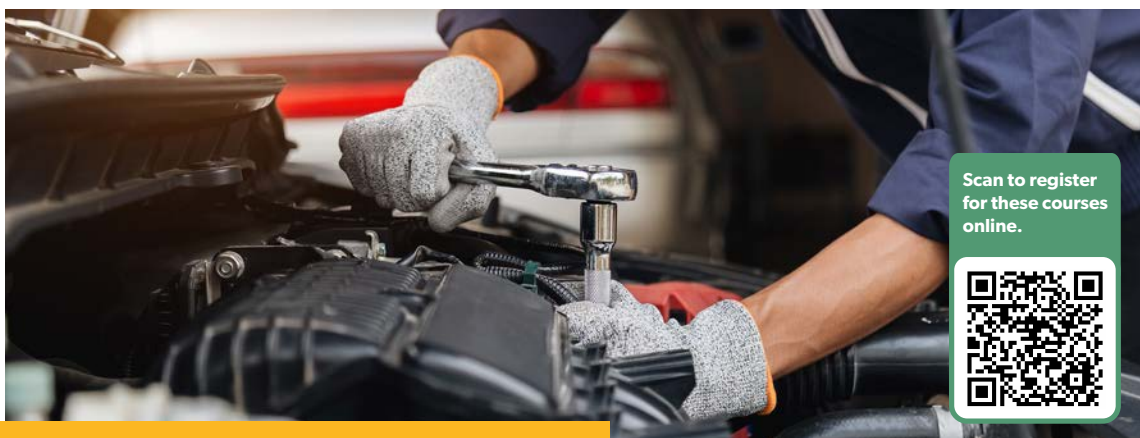


# REGISTRATION INSTRUCTIONS



<https://waynecc-register.fundfive.com/course>

**919-739-6941**



Scan to register  
for these courses  
online.



## AUTOMOTIVE OCCUPATIONS

For more information, contact Todd King at 919-739-6814 or [stk@waynecc.edu](mailto:stk@waynecc.edu).

### AUTOMOTIVE PREVENTATIVE MAINTENANCE (AUT 3137 - 24 CONTACT HOURS)

The course prepares individuals for an entry level position as automotive service technicians who inspect, maintain, and repair automobiles and light trucks that run on gasoline, electricity, or alternative fuels. Topics may include: brakes, electrical/electronic systems, engine performance, suspension & steering, automatic transmission & transaxle, engine repair, heating & air conditioning, manual drive train & axles, and alternative fuel technologies. Upon completion, students may sit for industry-recognized credentials.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/26-3/16	6 p.m.-9 p.m.	TW	Ash 124	Wheeler

**Course Cost:** \$75.00

### NCDMV SAFETY INSPECTION

This course is designed to meet the training and licensing requirements (initial and/or renewal) for the Vehicle Safety Inspection Program administered by the N.C. Division of Motor Vehicles, License, and Theft Bureau. Upon completion, a student will understand the rules, regulations, and procedures for conducting a vehicle safety inspection; be able to inspect a vehicle properly; and be prepared to sit for the state certification exam. In addition, each student must be employed at an inspection station and possess a valid driver's license.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/14-1/15	6 p.m.-10 p.m.	TW	Ash 124	Wheeler
2/18-2/19	6 p.m.-10 p.m.	TW	Ash 124	Wheeler
3/18-3/19	6 p.m.-10 p.m.	TW	Ash 124	Wheeler
4/15-4/16	6 p.m.-10 p.m.	TW	Ash 124	Wheeler
5/6-5/7	6 p.m.-10 p.m.	TW	Ash 124	Wheeler

**Course Cost:** \$70.00

**Required Materials:** LT-310 form signed by owner, partner, or officer of the inspection station must be brought to class the first night. Available online at <https://connect.ncdot.gov/business/DMV/Pages/Inspection-Stations.aspx>

### NCDMV OBD EMISSION CONTROL

This course is designed to meet the training and licensing requirements (initial and/or renewal) for the On-Board Diagnostic (OBD) Emissions Inspection Program administered by the NC Division of Motor Vehicles, License, and Theft Bureau. Upon completion, a student will understand the rules, regulations, and procedures for conducting an OBD emissions inspection; be able to inspect a vehicle properly; and be prepared to sit for the state certification exam. In addition, each student must be employed at an inspection station and possess a valid driver's license.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
2/11-2/12	6 p.m.-10 p.m.	TW	Ash 124	Wheeler

**Course Cost:** \$70.00

**Required Materials:** LT-310 form signed by owner, partner, or officer of the inspection station must be brought to class the first night. Available online at <https://connect.ncdot.gov/business/DMV/Pages/Inspection-Stations.aspx>



## BUSINESS, FINANCE & MARKETING

For more information, please contact us at 919-739-6900 or [wcc-reg@waynecc.edu](mailto:wcc-reg@waynecc.edu).

### NONPROFIT MANAGEMENT CERTIFICATE

In this course you will learn how to grow and manage a successful non-profit organization. Course topics: Introduction to Non-profit Business (How to Start your Non-profit), How to Create a Non-profit Corporation in North Carolina and Develop Bylaws, How to Complete the 501(c) (3) Process (form 1023), How to Select and Develop a Board that's "On Board," How to Develop a Strategic Plan, Fundraising, Grant Writing, Crowd Fundraising, Marketing Your Non-profit, Developing a Volunteer Team, Partnerships and Collaboration, Community Organization, and Preventing Embezzlement.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/27-4/28	6 p.m.-9 p.m.	T	WLC 213	Lanier
5/19-8/18	6 p.m.-9 p.m.	T	WLC 213	Lanier

**Course Cost:** \$125.00

**Required Book Information:** n/a

### REAL ESTATE PRE-LICENSING COURSES

Please request login information when you register for online classes.

#### REAL ESTATE PRE-LICENSING

This course is required to satisfy the educational requirements for a provisional broker and is designed to prepare the student to pass the real estate license broker examination administered by the N.C. Real Estate Commission. Topics include basic real estate principles and practices, law and contracts, financing, closing valuation, and fair housing and real estate laws. **For more information, go to [www.ncrec.state.nc.us](http://www.ncrec.state.nc.us).**

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/20-4/23	6 p.m.-9 p.m.	TTH	Spruce 142	Grimes

#### REAL ESTATE PRE-LICENSING (ON-DEMAND)

This course is required to satisfy the educational requirements for a provisional broker and is designed to prepare the student to pass the real estate license broker examination administered by the N.C. Real Estate Commission. Topics include basic real estate principles and practices, law and contracts, financing, closing valuation, and fair housing and real estate laws.

**For more information, go to [www.ncrec.state.nc.us](http://www.ncrec.state.nc.us).**

#### NOTE: ON-DEMAND COURSE

*\*This course will allow students to complete the course independently. Students will have access to the instructor.*

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/7-4/10	ONLINE	ON-DEMAND	ONLINE	Mcallister
5/6-8/7	ONLINE	ON-DEMAND	ONLINE	Mcallister
9/2-12/4	ONLINE	ON-DEMAND	ONLINE	Mcallister

**Course Cost:** \$180.00

**Required Book Information:** Modern Real Estate Practice in North Carolina; Authors: Fillmore W. Galaty; Wellington J. Allaway; Robert C. Kyle; ISBN: 9781078836739; Edition: 10th; Cost: \$58.35

## NOTARY PUBLIC EDUCATION

This course provides instruction to individuals who want to become commissioned as a notary public or those who are up for recertification. Topics include legal, ethical, and procedural requirements of the Notary Act as described in N.C. General Statute 10B Article 1. Upon completion of this course, with a passing exam grade of 80%, a person is eligible to make application with the N.C. Secretary of State's Office.

**Pre-requisites:** Student must be at least 18 years of age; reside or have regular place of work or business in this state; speak, read, and write English language and posses a high school diploma or equivalent.

**For more information, go to [www.secretary.state.nc.us/notary](http://www.secretary.state.nc.us/notary).**

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/12-1/13	6 p.m.-10 p.m.	MT	INMC-ONLINE	King
1/17	8 a.m.-4:30 p.m.	S	WLC 217	Dupree
2/16-2/17	6 p.m.-10 p.m.	MT	INMC-ONLINE	King
2/21	8 a.m.-4:30 p.m.	S	WLC 217	Dupree
3/10-3/11	6 p.m.-10 p.m.	TW	INMC-ONLINE	King
3/21	8 a.m.-4:30 p.m.	S	WLC 217	Dupree
4/13-4/14	6 p.m.-10 p.m.	MT	INMC-ONLINE	King
4/18	8 a.m.-4:30 p.m.	S	WLC 217	Dupree
5/12-5/13	6 p.m.-10 p.m.	TW	INMC-ONLINE	King
5/16	8 a.m.-4:30 p.m.	S	WLC 217	Dupree

**Course Cost:** \$70.00

**Required Book Information:** North Carolina Notary Public Manual, 2016, 11<sup>th</sup> Ed, **ISBN:** 9781560118510 **Cost:** \$27.80

## ELECTRONIC NOTARY PUBLIC (E-NOTARY)

This course is designed for individuals who want to become commissioned as an electronic notary. Topics include legal, ethical and procedural requirements of the Notary Act set forth in the General Statute 10B Article 2. Upon completion of this course with a passing exam grade of 80%, a person will be eligible to make application with the NC Secretary of State office. Individuals must have current notary commission to participate in E-notary training. For more information, go to [www.secretary.state.nc.us/notary/](http://www.secretary.state.nc.us/notary/). Your student workbook will be provided by the instructor at the beginning of class. **Pre-requisites:** Must have current notary commission to participate in this course.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/8	6 p.m.-10 p.m.	TH	INMC-ONLINE	King
2/5	6 p.m.-10 p.m.	TH	INMC-ONLINE	King
3/24	6 p.m.-10 p.m.	T	INMC-ONLINE	King
4/8	6 p.m.-10 p.m.	TH	INMC-ONLINE	King
5/21	6 p.m.-10 p.m.	TH	INMC-ONLINE	King

*\*Please note class login information will be e-mailed 2-3 days prior to the class start for online classes.*

**Course Cost:** \$75.00

**Required Book Information:** Student Workbook \$5.00 (to be paid when you register) Student workbook will be provided by the instructor at the beginning of class.



Please visit  
[waynecc.edu/conedbusiness](http://waynecc.edu/conedbusiness)  
 for more information!

Scan to register  
for these courses  
online.







## COMPUTER TRAINING

For more information, please contact us at 919-739-6900 or [wcc-reg@waynecc.edu](mailto:wcc-reg@waynecc.edu).

### ED2GO ONLINE COURSES

ed2go courses are comprehensive online courses that are offered in a convenient six-week format with expert instructors. Course lessons are released twice a week and can be accessed from any computer with an internet connection 24 hours a day, seven days a week.

These courses are offered in a 24-96 contact hour format, which provide Continuing Education Units (CEUs) and a certificate of completion. The certificate of completion is awarded upon successful completion of the course.

The cost of courses from 1-24 hours is \$70.00, 25-50 hours is \$125.00, and 51 or more hours is \$180.00.

Majority of the courses taken through our online ed2go are 24 hours at a cost of \$70.00 (subject to change).

**REGISTER AT: [WWW.ED2GO.COM/WAYNECC](http://WWW.ED2GO.COM/WAYNECC)**

### ARTIFICIAL INTELLIGENCE EXPLORATION

This course introduces students to the concepts of artificial intelligence. Topics include artificial intelligence concepts, applications, and ethics. Upon completion, students should be able to demonstrate the use of artificial intelligence and its ethical impacts in a variety of work settings and environments.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/26-3/27	Online	Online	Online	Williams

**Cost:** \$180

**Required Book Information:** n/a

### INTRO TO MICROSOFT WORD AND EXCEL

This course provides an overview of business productivity applications. Topics may include wordprocessing, spreadsheets, and presentation software. Upon completion students should be able to demonstrate proficiency in producing professional business documents.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/12-2/16	Online	Online	Online	Rodrigo

**Cost:** \$70

**Required Book Information:** n/a

### GOOGLE DIGITAL MARKETING & E-COMMERCE

This online course will provide instruction on popular digital marketing and E-Commerce tools and platforms, such as Canva, Constant Contact, Hootsuite, HubSpot, Mailchimp, Shopify, Twitter, Google Ads, and Google Analytics. Students will build their portfolio with projects such as customer personas and social media calendars to showcase to potential employers. By the end of this course, students will be able to apply digital marketing strategies, best practices, and tools to increase awareness of a business, understand customer needs, and engage people's interests with products and services. This certificate is endorsed by the American Association of Advertising Agencies (4A's) and the American Advertising Federation (AAF).

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/26-5/1	Online	Online	Online	Lofton

**Cost:** \$180

**Required Book Information:** n/a



Scan to register  
for these courses  
online.



## CONSTRUCTION & SKILLS TRADE

For more information, please contact Todd King at 919-739-6814 or [stk@waynecc.edu](mailto:stk@waynecc.edu).

### CARPENTRY CORE SKILLS - PART I

This course provides instruction related to the core skills used by carpenters in residential and commercial settings. Topics include safety, hand/power tool use, site preparation, measurement and layout, footings and foundations, construction framing, and other related topics. Upon completion, students should be able to construct, erect, install, or repair structures and fixtures made of wood, such as concrete forms; building frameworks, including partitions, joists, studding, and rafters; wood stairways, window and door frames, and hardwood floors.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/13-3/5	6 p.m.-9 p.m.	MW	Maple	Denning

**Course Cost:** \$125.00

**Required Book Information:** The Very Efficient Carpenter ISBN: 978-1-56158-326-3 **Cost:** \$29.95

### CARPENTRY CORE SKILLS - PART II

This course provides instruction related to the core skills used by carpenters in residential and commercial settings. Topics include safety, hand/power tool use, site preparation, measurement and layout, footings and foundations, construction framing, and other related topics. Upon completion, students should be able to construct, erect, install, or repair structures and fixtures made of wood, such as concrete forms; building frameworks, including partitions, joists, studding, and rafters; wood stairways, window and door frames, and hardwood floors.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
3/10-4/30	6 p.m.-9 p.m.	TTH	Maple	Denning

**Course Cost:** \$125.00

**Required Book Information:** n/a

### COMMERCIAL/RESIDENTIAL WIRING

This course is designed to cover the principles of electrical wiring as it applies to commercial/ residential applications. Emphasis is on Ohm's law, alternating and direct currents, series circuits, parallel circuits and series parallel circuits, use of electrical tools and equipment, wiring materials and many other special subjects. Preventive maintenance and troubleshooting as well as National Electrical Code will be covered.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/12-3/9	6 p.m.-9 p.m.	MW	CITE 112A	Clark

**Course Cost:** \$130

**Required Book Information:** n/a

**HEATING, VENTILATION & AIR CONDITIONING (HVAC) - PART I**

This program is designed to provide students with the skills necessary to become employed as a heating and air conditioning technician. Course topics focus on operating principles of heating and cooling systems with an emphasis on safety, theory and principles of refrigeration; types of heating/cooling systems; Ohm's law; load calculation; troubleshooting using the various types of test equipment; servicing, repairing, and installing components/entire system; employment of customer service techniques.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/13-3/5	6 p.m.-9 p.m.	TTH	CITE 114	Browe

**Course Cost:** \$125.00

**Required Book Information, (Located in WCC Bookstore):**

1. **ISBN:** 1-930044-66-1 Brazing & Soldering: Copper Tubing and Processes **Cost:** \$27.00
2. **ISBN:** 1-930044-64-X System Recovery & Evacuation **Cost:** \$30.00
3. **ISBN:** 1-930044-51-8 Quick Guide to Refrig. Cycle, Refrigerants, Components **Cost:** \$17.00

**HEATING, VENTILATION & AIR CONDITIONING (HVAC) - PART II**

This program is designed to provide students with the skills necessary to become employed as a heating and air conditioning technician. Course topics focus on operating principles of heating and cooling systems with an emphasis on safety, theory and principles of refrigeration; types of heating/cooling systems; Ohm's law; load calculation; troubleshooting using the various types of test equipment; servicing, repairing, and installing components/entire system; employment of customer service techniques.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
3/10-4/16	6 p.m.-9 p.m.	TTH	CITE 114	Holmes

**Course Cost:** \$125.00

**Required Book Information:** n/a

**EPA REFRIGERANT CERTIFICATION**

This course covers the requirements for the EPA certification examinations. Topics include small appliances, high pressure systems, and low pressure systems. Upon completion, students should be able to demonstrate knowledge of refrigerants and be prepared for the EPA certification examinations.

**NOTE:** A \$25 EPA Refrigerant Certification fee is added to the cost of this class.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
4/21-5/7	6 p.m.-9 p.m.	TTH	CITE 114	Edwards

**Course Cost:** \$70.00

**Required Book Information:** (Located in WCC Bookstore):

Section 608 Certification Exam Preparatory Manual 9<sup>th</sup> Edition **ISBN:** 9781930044609 **Cost:** \$9.75

**INTRODUCTION TO PLUMBING**

This course is designed to cover the basic installation and maintenance of plumbing systems and components. Topics include safe use of tools, implementation of standard practices, and installation/maintenance of piping, fittings, valves, appliances and fixtures used in plumbed systems. Upon completion, students should be able to install/maintain basic plumbing systems, components, appliances, and fixtures through appropriate use of plumbing tools and standard practices.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
3/11-5/4	6 p.m.-9 p.m.	MW	CITE 112	Williams

**Course Cost:** \$125.00

**Required Book Information:** n/a



## COSMETIC ARTS & BARBERING

# NATURAL HAIR CARE & COSMETOLOGY

Our Cosmetology and Natural Hair Care Specialist classes provide hands-on training in styling, coloring, and hair care techniques, preparing you for state licensure and a successful career in the beauty industry. Whether you're passionate about full-service cosmetology or specializing in natural hair, you'll gain the experience and confidence to shine.

Visit **[waynecc.edu/cosmetology](https://waynecc.edu/cosmetology)**  
for the latest course listings!

**For more information contact:**

919-739-6900 or [wcc-reg@waynecc.edu](mailto:wcc-reg@waynecc.edu)







## DRIVER TRAINING

Obtaining a Class "A" CDL learner's permit is required for enrollment in the Truck Driver Training course. This course provides testing and study strategies for students.

**For more information, please contact us at 919-739-6900 or [wcc-reg@waynecc.edu](mailto:wcc-reg@waynecc.edu).**

### TRUCK DRIVER TRAINING

This course is designed to teach students to drive tractor-trailers and trucks. The program will prepare the prospective driver to understand safety, driver responsibility, and also the laws and regulations governing the motor carrier industry.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/27-5/7	6 p.m.-10 p.m. 7 a.m.-4 p.m.	TWTH S	Spruce 106 Spruce 106	Cobb Cobb

**Course Cost: Tuition Fee:** \$180.00 | **Supply Fee:** \$600.00 (includes books)

**For more information:** Visit [waynecc.edu/truck](http://waynecc.edu/truck)

### CDL PERMIT STUDY CLASS

This course is optional for truck driver training enrollment. It equips students with study skills and strategies for the Department of Motor Vehicles permit exam. Obtaining a Class "A" CDL learner's permit is required for enrollment in the Truck Driver Training course.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
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Visit [waynecc.edu/truck](http://waynecc.edu/truck) to find next start dates for this course.

**Course Cost:** \$70.00

**Required Book Information:** North Carolina Commercial Driver License Handbook

### E-RESTRICTION REMOVAL

The E-Restriction Removal Course is ideal for drivers looking to remove the E-restriction from their Commercial Driver's License (CDL), allowing them to operate manual transmission vehicles and expanding their employment opportunities. With safety first, the instructors provide city driving, which includes learning crucial skills such as using the clutch, shifting gears and vehicle speed, handling starts and stops, and managing the vehicle on steep grades. Upon completing the course, the student will be well-equipped to pass the skills test, which is performed on our campus.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
TBD	TBD	TBD	TBD	TBD

**Course Cost:** \$70.00



**NEED MORE INFORMATION?**  
visit [waynecc.edu/truck](http://waynecc.edu/truck)





## EDUCATION

For more information, please contact us at 919-739-6900 or [wcc-reg@waynecc.edu](mailto:wcc-reg@waynecc.edu).

### TEACHER ASSISTANT EDUCATION

Teacher Assistant Training courses are designed to fulfill the Wayne County Board of Education requirement for the job of Teacher Assistant for those individuals, employed or unemployed, who need to become highly qualified (HQ). The courses focus on becoming an effective Teacher's Assistant, studying classroom management, discipline, Exceptional Children (EC) issues and laws, computers, and more. The class also teaches the skills necessary to take the WorkKeys assessment tests of Workplace Documents, Applied Math, and Graphic Literacy. Upon completing the 96 hours of coursework and completing the WorkKeys assessments, candidates will be considered "highly qualified" and employable by Wayne County Public Schools.

#### TEACHER ASSISTANT TRAINING, LEVEL I (48 HOURS)

This course is designed to fulfill the ACT WorkKeys Assessments necessary to be "highly qualified" (HQ) and employable by Wayne County Public Schools. This course, along with the following (Teacher Assistant Level Two), focuses on becoming an effective Teacher's Assistant and covers subjects such as classroom management, discipline, exceptional children's issues, communication skills, and more. This class includes skills review in Workplace Documents, Applied Mathematics, and Graphic Literacy. \*Tuition and fees may be waived for enrollment in this course if you meet certain criteria. View the HRD section on page 24 for more information.

Scan to  
register  
for this  
course.



BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/6-2/24	5:30 p.m.-7:30 p.m.	T & ONLINE	Magnolia 220	Dixon

**Course Cost:** \$130.00

**Required Book Information:** n/a

#### TEACHER ASSISTANT TRAINING, LEVEL II (48 HOURS)

This course is the second of two designed to fulfill the remaining education credits necessary to be "highly qualified" (HQ) and employable by Wayne County's Public schools. It focuses on the skills needed to become an effective Teacher's Assistant. Health and safety, including CPR, First Aid, and emergency procedures, are also included.

Scan to  
register  
for this  
course.



BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
3/3-4/28	5:30 p.m.-7:30 p.m.	T & ONLINE	Magnolia 220	Reed

**Course Cost:** \$130.00

**Required Book Information:** n/av

# HOW TO BECOME A WAYNE COUNTY PUBLIC SCHOOL SUBSTITUTE TEACHER

## STEP 1

Complete an online substitute teacher application on the WCPS website. After you complete the application, please email the WCPS HR Substitute Specialist.

## STEP 2

Register for an Effective Teacher Training I course at WCC. (course listing below)

## STEP 3

You will receive a link via email from Frontline - Central. This is an electronic packet of forms consisting of pre-employment documents that are required to be completed.

Once all pre-employment documents are completed, you will receive another electronic packet of forms consisting of payroll documents and onboarding information.

## STEP 4

Once all documents have been completed, a representative from the WCPS Human Resources Department will provide you with a New Hire Confirmation, that will include your start date as a Substitute Teacher.



Visit [waynecountyschools.org/page/substitute-teachers](https://waynecountyschools.org/page/substitute-teachers) or scan the QR code to view these steps in further detail.

**Note:** New **WCPS** Substitute Teachers are required to attend Effective Teacher Training, unless you hold an active North Carolina teaching license. If you have a current teaching license or three or more years at a public or private school as a teacher assistant, you will NOT have to take Effective Teacher Training, but you will need to complete SmartFind Training to secure a substitute teacher position.

### For any additional questions about becoming a **NEW WCPS Substitute Teacher**

Please contact Wayne County Public Schools Human Resources Department at 919-705-6036.\*

\*Please contact the Department of Public Instruction or your local school system to verify that this course will meet the requirements for your employment.

## EFFECTIVE TEACHER TRAINING I

This 24-hour course, sponsored by Wayne County Public Schools (WCPS) WAGES and Wayne Community College, is a required course for all substitute applicants. The course will provide practical training in five critical skill areas that include planning, instruction, behavior management, human relations, and professional growth. Students will also be introduced to WCPS and WAGES policies.

For more information, visit [waynecountyschools.org/page/substitute-teachers](https://waynecountyschools.org/page/substitute-teachers)

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/20-1/28	8:30 a.m.-3:30 p.m.	TW	Magnolia 220	Lanier
2/17-2/25	8:30 a.m.-3:30 p.m.	TW	Magnolia 220	Lanier
3/17-3/25	8:30 a.m.-3:30 p.m.	TW	Magnolia 220	Lanier
4/21-4/29	8:30 a.m.-3:30 p.m.	TW	Magnolia 220	Lanier
<b>ONLINE</b>				
1/5-1/30	ONLINE	ONLINE	ONLINE	Reed
2/2-2/27	ONLINE	ONLINE	ONLINE	Reed
3/2-3/27	ONLINE	ONLINE	ONLINE	Reed
4/20-5/15	ONLINE	ONLINE	ONLINE	Reed

**Course Cost:** \$70.00

**Required Book Information:** n/a

Scan to register for this course.





# EMERGENCY SERVICES

FOR MORE INFORMATION, CALL  
**919-739-6801 OR 919-739-6893.**



OR SCAN THE  
 QR CODE.

## FIRE SERVICE TRAINING

Wayne Community College uses State-Certified Instructors to offer a variety of fire service courses to the Goldsboro and Wayne County fire departments. The training is flexible and mobile so that it can reach every department in Wayne County. Offerings include the **Fire Training Standards Program, Firefighter I and II State Certification.**

Specialty programs and courses in the latest technology are offered locally on a regular basis. Our **Public Safety Training Division** offers fire and rescue training classes at fire departments throughout Wayne County. Classes are also available to business and industries for required fire regulations.

If you are affiliated with a fire or EMS agency, you must provide a letter of affiliation from the department chief as confirmation to receive fee exempt status.

### CONTACT FIRE/RESCUE COORDINATOR

Ricky Barnes | 919-739-6803 | [rdubarnes@waynecc.edu](mailto:rdubarnes@waynecc.edu)

## LAW ENFORCEMENT TRAINING

Wayne Community College uses state-certified instructors to offer a variety of law enforcement courses to sworn law enforcement personnel. The training meets State Mandated In-Service requirements. Advanced training courses are also available to all law enforcement officers and departments. Departments may contact the public safety - law enforcement staff to request customized training specific to the departments' needs and/or requests.

If you are affiliated with a law enforcement agency, you must provide a letter of affiliation from the agency head as confirmation to receive fee exempt status.

### CONTACT LAW ENFORCEMENT COORDINATOR

Lee Szatkowski | 919-739-6946 | [lees@waynecc.edu](mailto:lees@waynecc.edu)

## DETENTION OFFICER CERTIFICATION COURSE (DOCC)

The Detention Officer Certification Course is a training program that all sworn detention officers in the state of North Carolina must complete within the first year of employment. This course consists of topics that the Sheriff's Commission requires all detention officers to learn to successfully complete the training, including but not limited to **Transportation of Inmates, Subject Control Techniques, Physical Fitness, Communication Skills, Legal Aspects of Management, and Ethics for Detention Personnel.** At the end of the course, the students must take and pass a state comprehensive exam which is administered by the Sheriffs' Standards Division.

This course is offered every Spring and Fall Semester:  
**Monday - Friday, 8 a.m.-5 p.m.**

All students must be high school graduates and obtain criminal background checks and physical examinations prior to beginning the class.

Registration fee for this course is \$180.00. **The total cost of the course is approximately \$200.00 including books, registration fees, First Aid Certification, and supply cost.**



# PREREQUISITES FOR ALL EMS PROGRAMS

The EMS Program courses train individuals to become emergency medical personnel. Evening classes will meet two evenings a week. There will be occasional weekend classes scheduled within the course. This will be a blended course, which constitutes seated classroom time with online instruction. The instructor will provide a course description and syllabus the first evening/day of class to better explain. It will also be posted on our web page via Moodle.

**Course requisite:** Students must purchase a designated uniform to be worn at clinical sites and within the classroom setting, malpractice insurance, and student insurance from the college, and obtain a criminal background and drug screening check. Textbooks are required for these classes. Approximate cost for EMT course is \$715.00 and the Paramedic course (part I and II) is \$1300.00 (unless fee exempt).

If you are affiliated with a fire or EMS agency, you must provide a letter of affiliation from the department chief as confirmation to receive fee exempt status. Please contact Kim Boswell, EMS Coordinator, to schedule an interview appointment to receive your required EMS information packet at 919-739-6893 or e-mail [kmboswell@waynecc.edu](mailto:kmboswell@waynecc.edu). Documents within the packet are due no later than 14 days before class begins. This can be extended if there are seats still available in the class. There will be no admission to class without the submission of all supporting documentation. NO EXCEPTIONS.

Classes with an asterisk (\*): Contact Kimberly M. Boswell to register at 919-739-6893 or [kmboswell@waynecc.edu](mailto:kmboswell@waynecc.edu).

## EMS CLASSES

### \*EMS 4200 EMT (EVENING)

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/6-4/29	6 p.m.-10 p.m. 8 a.m.-5 p.m.	TW Sa	Magnolia 109	MK Smith

**Course Cost:** \$180.00

**Required Book Information:** Emergency Care and Transportation of the Sick and Injured: AAOS: Twelfth Edition  
**ISBN:** 9781284227222

### \*EMS 4400 PARAMEDIC PART I

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/8-10/29	6 p.m.-11 p.m. 8 a.m.-5 p.m.	MTH Sa	Magnolia 109	D. Cuddeback

**Course Cost:** \$180.00

**Required Book Information:** Nancy Caroline's Emergency Care in the Streets 9th edition: Vol. 1 & 2 (Jones & Bartlett)  
**ISBN:** 9781284256741 **Cost:** \$90.00, eText (BibliU)

**BibliU Equitable Access:** Books for this course can be purchased as part of BibliU's Equitable Access Program.  
See the Bookstore section on page 47 for details.

### \*EMS 4101 ONLINE EMR REFRESHER

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/20-4/28	ONLINE	ONLINE	ONLINE	K. Boswell

**Course Cost:** \$125.00

**Required Book Information:** n/a

### \*EMS 4201 ONLINE EMT REFRESHER

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/20-4/28	ONLINE	ONLINE	ONLINE	K. Boswell

**Course Cost:** \$180.00

**Required Book Information:** n/a


### \*EMS 4401 ONLINE PARAMEDIC REFRESHER

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/20-4/28	ONLINE	ONLINE	ONLINE	K. Boswell

**Course Cost:** \$180.00

**Required Book Information:** n/a

**\*EMS 3163 ONLINE BASIC ANATOMY & PHYSIOLOGY**

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/20-4/28	ONLINE	ONLINE	ONLINE	K. Oakley
<b>Course Cost:</b> \$180.00				
<b>Required Book Information:</b> Anatomy and Physiology for the Pre hospital Provider: AAOS: Second edition <b>ISBN:</b> 978-1-4496-4230-3				
<b>Cost:</b> \$90.00, eText (BibliU)				
 <b>BibliU Equitable Access:</b> Books for this course can be purchased as part of BibliU's Equitable Access Program.				
See the Bookstore section on page 47 for details.				

**EMS 4202 BBP & CULTURE OF SAFETY**

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/8	7 p.m.-10 p.m.	TH	Grantham F&R	R. Proctor
<b>Course Cost:</b> \$70.00				
<b>Required Book Information:</b> n/a				

**EMS 4202 NEUROLOGICAL EMERGENCIES (STROKE AND SEIZURES)**

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/22	7 p.m.-10 p.m.	TH	Grantham F&R	R. Proctor
<b>Course Cost:</b> \$70.00				
<b>Required Book Information:</b> n/a				

**EMS 4202 PEDIATRIC TRAUMA EMERGENCIES**

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
3/5	7 p.m.-10 p.m.	TH	Grantham F&R	R. Proctor
<b>Course Cost:</b> \$70.00				
<b>Required Book Information:</b> n/a				

**EMS 4202 SOFT TISSUE INJURIES – BURN EMERGENCIES**

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
4/2	7 p.m.-10 p.m.	TH	Grantham F&R	R. Proctor
<b>Course Cost:</b> \$70.00				
<b>Required Book Information:</b> n/a				

**EMS 4202 OPERATIONS: LIFTING AND MOVING PATIENTS**

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
4/23	7 p.m.-10 p.m.	TH	Grantham F&R	R. Proctor
<b>Course Cost:</b> \$70.00				
<b>Required Book Information:</b> n/a				

**EMS 4202 CNS TRAUMA AND TREATMENT**

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
5/2	7 p.m.-10 p.m.	TH	Grantham F&R	R. Proctor
<b>Course Cost:</b> \$70.00				
<b>Required Book Information:</b> n/a				

**For more information, please contact:****PUBLIC SAFETY****Angie Blizzard, Dean**

919-739-6801 | asblizzard@waynecc.edu

**PUBLIC SAFETY: EMERGENCY MEDICAL SERVICES****Kimberly Boswell, Coordinator**

919-739-6893 | kmboswell@waynecc.edu



# HEALTH OCCUPATIONS

## SPECIAL ADMISSION COURSE(S) REQUIREMENTS

**NOTE: Requirements for Nurse Aide I & II, Phlebotomy, Dialysis Technician and Sterile Processing Classes**

### THE FOLLOWING MUST BE PROVIDED BEFORE DAY 1 OF CLASS:

1. Proof of graduation from high school - High school diploma (copy is acceptable), equivalent, college transcript, or if in high school, high school transcripts showing a minimum grade point average of 2.6.
2. Proof of all vaccines - see list below
3. Driver's license (government issued picture ID) and Social Security card
4. TABES Reading test - passing score to register
5. Criminal Background/Drug Screens required - using college selected company only - Castlebranch.

### DOCUMENTATION OF THE FOLLOWING REQUIRED IMMUNIZATIONS:

1. 2 - MMR (measles, mumps & rubella) vaccinations or a titer.
2. 1-3 Hepatitis B shots or titer. A waiver can be signed before class starts.
3. 2 - TB skin tests (negative results or a Titer
4. Tetanus - within the last 10 years
5. 2 - Varicella vaccinations or a tier showing immunity
6. Flu shot - Flu season is August - March.
7. COVID immunization record - if received. No longer mandatory - unless facility requires.



### INTERESTED IN A JOB IN THE HEALTH CARE FIELD?

Through the WCC Workforce Continuing Education Allied Health Division, you can complete training towards a variety of entry-level health care occupations. WCC is dedicated to producing high quality, professional, knowledgeable, and sought-after candidates for the health care field.

### SPECIAL ADMISSION COURSES

Students **must** attend a mandatory online information session to participate in Nurse Aide I, Nurse Aide II, Phlebotomy, Sterile Processing, and Dialysis.

**REGISTRATION DATES (FOR STUDENTS WHO MEET REQUIREMENTS) - SPRING 2026 - DATES TBA AT INFORMATION SESSIONS.**

### FOR MORE INFORMATION CONTACT:

**JOYCE HAMILTON-FLEMING**  
DIRECTOR OF ALLIED HEALTH  
919-739-6929  
[JAHAMILTON-FLEMING@WAYNECC.EDU](mailto:JAHAMILTON-FLEMING@WAYNECC.EDU)

**JIMIKA BAKER**  
ADMINISTRATIVE ASSISTANT  
919-739-6935  
[JDBAKER@WAYNECC.EDU](mailto:JDBAKER@WAYNECC.EDU)

**VISIT US ONLINE AT**  
[WAYNECC.EDU/CONTINUING-ED/  
ALLIED-HEALTH/](http://WAYNECC.EDU/CONTINUING-ED/ALLIED-HEALTH/)



# HEALTH OCCUPATIONS

For more information, please contact Joyce Hamilton-Fleming at 919-739-6929 or jahamilton-fleming@waynecc.edu.

## DIALYSIS TECHNICIAN (HYBRID)

This course is to prepare individuals with the theoretical, technical, and clinical skills needed to maintain equipment and provide patient care to those being treated for chronic renal diseases. Class formats include online/class lecture, lab and clinical activities. Successful completion of this course will prepare individuals for employment as a dialysis technician in hospitals, renal dialysis facilities and clinics. After one year of work experience individuals are eligible to sit for national certification as a clinical Hemodialysis technician.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
2/2-5/4	5:30 p.m.-8:30 p.m.	M	Magnolia 105	Fleming
2/21-5/25	5:00 a.m.-4:00 p.m.	TBD	Clinical Site/TBD	Fleming

**Course Cost:** \$180.00

### Required Book Information:

1. Core Curriculum for the Dialysis Technician **ISBN:** 9781937886059 **Cost:** \$75.00

## DIRECT CARE WORKER/PERSONAL CARE TECHNICIAN (PCT)

This course covers basic health issues that affect clients in the home setting. Emphasis is placed on home safety, recognizing changes in the client's condition, family dynamics and use of home health care equipment. Skills in home manage and personal care are covered. \*Tuition and fees may be waived for enrollment in this course if you meet certain criteria. View the HRD section on page 24 for more information.

Scan to  
register  
for this  
course.



BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/12-5/4	1 p.m.-5 p.m.	M	Magnolia 105	Walker

**Course Cost:** \$180.00 **Required Book Information:** Direct Care Basics **Cost:** TBD

## EKG MONITORING TECHNICIAN (ONLINE)

This course is designed and approved to prepare the student to become a certified EKG (ECG) Technician/Monitor. The course will cover the anatomy and physiology of the heart, principles of EKG, dysrhythmia recognition of sinus, junctional/atrial rhythms, heart blocks and bundle branches and ventricular ectopy rhythms. Skills will include operating EKG equipment, running, and mounting strips as well as reading and interpreting 22 types of cardiac lead tracings produced from 12 and five lead monitors and to understand the basics of capnography as it relates to heart function. Course may include a clinical component.

Scan to  
register  
for this  
course.



BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/26-5/9	ONLINE	ONLINE	ONLINE	Fleming

**Course Cost:** \$180.00

**Required Book Information:** eText (BibliU) - Medical Assisting: Administrative & Clinical Cost: \$90.00

**BibliU Equitable Access:** Books for this course can be purchased as part of BibliU's Equitable Access Program.

See the Bookstore section on page 47 for details.

## INTRODUCTION TO MEDICAL LABORATORY TECHNICIAN

This program introduces all aspects of the medical laboratory profession. Topics include healthcare/laboratory organization, professional ethics, basic laboratory technique, safety, quality assurance and specimen collection. Upon completion, students should be able to demonstrate a basic understanding of laboratory operations and be able to perform basic laboratory skills.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
FALL ONLY	9 a.m.-10:50 a.m.	TH	Magnolia 101	Gurley
FALL ONLY	12 p.m.-2:50 p.m.	Lab - TH	Magnolia 101	Gurley

**Course Cost:** \$180.00

**Required Book Information:** Linne' & Ringsrud's *Clinical Laboratory Science: The Basics and Routine Techniques*, Seventh Edition; Turgeon, Mary L. **Published by:** Mosby Inc; Elsevier **ISBN** 13: 978-0-323-22545-8 **Cost:** \$90.00 eText (BibliU)

**BibliU Equitable Access:** Books for this course can be purchased as part of BibliU's Equitable Access Program.

See the Bookstore section on page 47 for details.



## MEDICAL BILLING & CODING (ONLINE)

This course introduces Medical Terminology and Anatomy and Physiology which are essential when coding and billing for services. It also covers fundamentals of medical coding, billing and insurance for health care agencies. CPT and ICD coding for services will be covered. Upon satisfactory completion students will be awarded a medical billing/coding certificate. This program is recommended for students who have no prior knowledge or experience in coding and billing. Students are encouraged and able to seek certification as a Certified Professional Coder (CPC) awarded by the American Academy of Professional Coders.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/12-5/8	ONLINE	ONLINE	ONLINE	Stephenson

**Course Cost:** \$180.00

### Required Book Information:

1. Understanding Health Insurance (Book Only) 14th ed. **ISBN:** 978133755422-0 **Cost:** \$197.95
2. ICD-10-CM 2019: The Complete Official Draft Code Set (Icd-10-Cm the Complete Official Codebook) **ISBN:** 978162202773-6 **Cost:** \$90.00, eText (BibliU)
3. Anatomy & Physiology for Health Professions 4th ed. **ISBN:** 978013-487681-8 **Cost:** \$90.00, eText (BibliU)
4. Medical Terminology in a Flash!: A Multiple Learning Styles Approach 4th ed. **ISBN:** 978-0803689534 **Cost:** \$90.00, eText (BibliU)
5. CPT 2019 Standard Edition (CPT/Current Procedural Terminology, Standard Ed.) **ISBN:** 978162202752-1 **Cost:** \$90.00, eText (BibliU)

**BibliU Equitable Access:** Books for this course can be purchased as part of BibliU's Equitable Access Program.

See the Bookstore section on page 47 for details.

Scan to  
register  
for this  
course.



## MEDICATION AIDE

This course is designed to meet the training requirements for becoming qualified to be a Medication Aide in a skilled facility. The course covers the six rights of medication administration for non-licensed personnel. Topics will include medication administration via the eight routes of drug administration, medical asepsis, hand hygiene, terminology, and legal implication. Upon completion, students take the competency exam and demonstrate skills necessary to qualify for listing on the North Carolina Medication Aide Registry. This certification qualifies the person to work in a skilled nursing facility. Listing on Nurse Aide I (NA I) registry is required. (24-hour course)

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
2/20-3/27	10 a.m.-2 p.m.	F	Magnolia 107	Hamilton-Fleming

**Course Cost:** \$70.00

**Required Book Information:** Medication Aide Booklet, **Cost:** \$43.75

## MEDICAL OFFICE ASSISTANT (ONLINE)

This course is designed to provide training in the skills required for a medical office assistant. Course topics may include but are not limited to preparation of medical records, health insurance and financial records of patients, understanding medical terminology, body systems, diseases and clinical procedures used in a medical office, preparation of medical reports, handling front office operations and/or assisting the physician and medical staff.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/26-5/9	ONLINE	ONLINE	ONLINE	Fleming

**Course Cost:** \$180.00

**Required Book Information:** eText (BibliU) - Medical Assisting: Administrative & Clinical **Cost:** \$90.00

**BibliU Equitable Access:** Books for this course can be purchased as part of BibliU's Equitable Access Program.

See the Bookstore section on page 47 for details.

Scan to  
register  
for this  
course.



## NURSE AIDE I DAY TRADITIONAL

This course introduces basic nursing assistant skills required to provide personal care for patients, residents, or clients in a health care setting. Topics include communication, safety, patients' rights, personal care, vital signs, elimination, nutrition, emergencies, rehabilitation, and mental health. Upon successful completion of the 156+ hours of classroom, lab and clinical components, the student is eligible to make application for the National Nurse Aide Assessment Program (NNAAP) examination necessary for certification and listing on the North Carolina Nurse Aide I Registry. The NC State Exam is comprised of a written and skills exam.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/5-5/6	8:30 a.m.-12:30 p.m.	MTW	Magnolia 107	Simmons-Lee

**Course Cost:** \$180.00

### Required Book Information:

1. Nurse Aid Student Manual **Cost:** \$10.75
2. Appendix A Performance Skills **Cost:** \$3.15

**PRE-REGISTRATION IS HIGHLY ENCOURAGED.**

## NURSE AIDE I EVENING (HYBRID)

This course introduces basic nursing assistant skills required to provide personal care for patients, residents, or clients in a health care setting. Topics include communication, safety, patients' rights, personal care, vital signs, elimination, nutrition, emergencies, rehabilitation, and mental health. Upon successful completion of the 156+ hours of classroom, lab and clinical components, the student is eligible to make application for the National Nurse Aide Assessment Program (NNAAP) examination necessary for certification and listing on the North Carolina Nurse Aide I Registry. The NC State Exam is comprised of a written and skills exam.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/6-5/7 Walker	5:30 p.m.-9:30 p.m.	TTH& ONLINE	Magnolia 107	Hamilton-Fleming/

**Course Cost:** \$180.00

**Required Book Information:**

1. Nurse Aid Student Manual **Cost:** \$10.75
2. Appendix A Performance Skills **Cost:** \$3.15

## NURSE AIDE I REFRESHER

This course is designed to provide individuals with a review of the knowledge, skills, and abilities that must be demonstrated on the National Nurse Aide Assessment Program (NNAAP), the examination necessary for listing on the North Carolina Nurse Aide I registry. Persons who have not been taken off the NA I registry more than four years qualify to take this course, others must consult with the program director/coordinator for admission.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
2/6-3/20	10 a.m.-4 p.m.	F	Magnolia 105	Carmichael

**Course Cost:** \$125.00

**Required Book Information:** Appendix A Performance Skills **Cost:** \$3.75

## NURSE AIDE ACCELERATED DAY CLASS

This course introduces basic nursing assistant skills required to provide personal care for patients, residents, or clients in a health care setting. Topics include communication, safety, patients' rights, personal care, vital signs, elimination, nutrition, emergencies, rehabilitation, and mental health. Upon successful completion of the 120+ hours of classroom, lab and clinical components, the student is eligible to make application for the National Nurse Aide Assessment Program (NNAAP) examination necessary for certification and listing on the North Carolina Nurse Aide I Registry. The NC State Exam is comprised of a written and skills exam.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/5-2/26	8:30 a.m.-12:30 p.m.	MTWTH	Magnolia 105	Stovall
3/9-4/27	8:30 a.m.-12:30 p.m.	MTWTH	Magnolia 105	Stovall

**Course Cost:** \$180.00

**Required Book Information:**

1. Nurse Aid Student Manual **Cost:** \$19.50
2. Appendix A Performance Skills **Cost:** \$3.75

## NURSE AIDE II (HYBRID)

This course prepares the Nurse Aide I to perform more complex skills for patients or residents. Emphasis is on infection control including sterile technique and dressing changes; elimination procedures including catheterizations, care of established ostomies; intravenous site care; suctioning, tracheostomy care, observation and maintenance of oxygen therapy and enteral nutrition methods (tube feedings). A skill/competency evaluation is required in the classroom. Upon satisfactory completion of the course and skills/competency evaluation, graduates are eligible to apply for listing as a Nursing Aide II by the North Carolina Board of Nursing. The Nurse Aide II class includes 60 hours of online and 132 hours of classroom/lab instruction and clinical rotation. Some Saturday clinicals may be required.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
SUMMER ONLY				

**Course Cost:** \$180.00 **Required Book Information:** Advanced Skills for Health Care Providers 2nd edition (bundle) **ISBN:** 9780357236499 **Cost:** \$161.75

## LOOKING FOR MORE INFORMATION?

Visit our website at  
[waynecc.edu/conedhealth](http://waynecc.edu/conedhealth)

**PHARMACY TECHNICIAN (HYBRID)**

This program will train students on interpreting medication orders prescribed by physicians and nurse practitioners, filling orders, preparing mixtures, replenishing drugs, maintaining the patient profile records appropriately and assisting with over the counter medications while adhering to standard procedures and laws. Graduates of the program may take the National Certification Exam.

Scan to  
register  
for this  
course.



BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/15-5/7	5:30 p.m.-9:30 p.m.	TH & ONLINE	Holly 141 & ONLINE	Radford

**Course Cost:** \$180.00

**Required Book Information:** Pharmacy Technician w/workbook (Bundle) 7th ed. **ISBN:** 9781617316722 **Cost:** \$90.00, eText (BibliU)

**BibliU Equitable Access:** Books for this course can be purchased as part of BibliU's Equitable Access Program.

See the Bookstore section on page 47 for details.

**PHLEBOTOMY DAY**

This course will train students to become phlebotomists. It will train students in the skills needed to draw blood specimens from patients for testing and/or analyzing blood. Students must complete clinical rotation with 100 venipunctures and 25 finger sticks. Upon completion, the student should be able to demonstrate competence in their phlebotomy skills and a theoretical comprehension of phlebotomy techniques. 110 Clinical hours are required in addition to class hours. Clinical hours scheduled in eight- and 12-hour shifts. At the end of the program, students should be prepared to take the National Phlebotomy Certification Examination.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/13-4/15	1 p.m.-5 p.m.	TW	Magnolia 105	Merideth

**Course Cost:** \$180.00

**Required Book Information:** The Phlebotomy Handbook 10th ed. **ISBN:** 9780134709321 **Cost:** \$90.00, eText (BibliU)

**BibliU Equitable Access:** Books for this course can be purchased as part of BibliU's Equitable Access Program.

See the Bookstore section on page 47 for details.

**PHLEBOTOMY EVENING TRADITIONAL**

This course will train students to become phlebotomists. It will train students in the skills needed to draw blood specimens from patients for testing and/or analyzing blood. Students must complete clinical rotation with 100 venipunctures and 25 finger sticks. Upon completion, the student should be able to demonstrate competence in their phlebotomy skills and a theoretical comprehension of phlebotomy techniques. 110 Clinical hours are required in addition to class hours. Clinical hours scheduled in eight- and 12-hour shifts. At the end of the program, students should be prepared to take the National Phlebotomy Certification Examination.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/13-4/15	5:30 p.m.-9:30 p.m.	TW	Magnolia 105	Merideth

**Course Cost:** \$180.00

**Required Book Information:** The Phlebotomy Handbook 10th ed. **ISBN:** 9780134709321 **Cost:** \$90.00, eText (BibliU)

**BibliU Equitable Access:** Books for this course can be purchased as part of BibliU's Equitable Access Program.

See the Bookstore section on page 47 for details.

**STERILE PROCESSING (HYBRID)**

This program will train students in the primary responsibilities of a central supply Sterile Processing Technician. The course will include sterilization, disinfection, preparation, storage and distribution of instruments, inventory management, quality assurance, and more, preparing students for work in a hospital's sterile processing department.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/7-5/6	5:30 p.m.-9:30 p.m.	W & ONLINE	UNC Wayne & ONLINE	Quinn

**Course Cost:** \$180.00

**Required Book Information:**

1. The Basics of Sterile Processing, 7th Edition Textbook, Central Sterile Processing University **Cost:**\$187.25
2. The Basics of Sterile Processing, 7th Edition Workbook, Central Sterile Processing University **Cost:** \$27.75
3. The Technician Study Guide, 11th Edition, CBSPD **Cost:** \$20.75
4. Medical Terminology in a Flash 4th edition , FA Davis **ISBN:** 9780803689534 **Cost:**\$135.00

**PRE-REGISTRATION IS HIGHLY ENCOURAGED.**



Scan to register  
for some of these  
courses online.



## HUMAN RESOURCES DEVELOPMENT (HRD)

For more information, please contact 919-739-6900 or [wce-reg@waynecc.edu](mailto:wce-reg@waynecc.edu).



Tuition and fees may be waived for enrollment in these classes if you meet at least one of the following criteria: unemployed, have received notification of a pending layoff, working and eligible for the Federal Earned Income Tax Credit (FEIT), or working and earning wages at or below 200% of the federal poverty guidelines.

HRD classes will help you improve your chances for better employment!  
We offer short-term, pre-employment training sessions.

### CAREER EXPLORATION

Do you know what you want to be when you grow up? If the answer is no, we can assist you! This course will give you an opportunity to assess your individual assets and limitations in an effort to help you discover your career pathway.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/21	9 a.m.-12 noon	W	NC Works Career Center	C. Doyle
3/4	9 a.m.-12 noon	W	NC Works Career Center	C. Doyle
4/8	9 a.m.-12 noon	W	NC Works Career Center	C. Doyle
5/13	9 a.m.-12 noon	W	NC Works Career Center	C. Doyle

**Course Cost:** \$70.00 | **Required Book Information:** n/a

### COMPUTER SKILLS FOR THE WORKPLACE

This course provides employability skills training for unemployed and underemployed adults. The curriculum framework and the content of the instructional materials will focus on computer use skills as they relate to: 1) developing basic keyboarding, word processing and Internet skills, 2) learning technology-based job search strategies to include the use of social networking, 3) applying for employment online, and 4) accessing governmental and education resources and services.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/12-2/23	10 a.m.-12 p.m.	MW	Magnolia 220	Taybron
3/30-5/13	2 p.m.-4 p.m.	MW	Magnolia 220	Taybron
1/10-2/28	9 a.m.-12 p.m.	SA	ADLA Outreach Center	Castellanos
3/21-5/9	9 a.m.-12 p.m.	SA	ADLA Outreach Center	Castellanos

**Course Cost:** \$70.00 | **Required Book Information:** n/a

### GET HIRED! BOOTCAMP

This course is designed for those who want to enter or re-enter the workplace with a focus on exploring careers and job opportunities, technology training, and financial literacy. Students will also understand what employers are looking for in new hires and examine their own employment history. Students will explore resources available to assist them in their effort to Get Hired.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/5	9 a.m.-12 noon	M	NC Works Career Center	B. Matthews
1/12	9 a.m.-12 noon	M	Online	B. Matthews
2/2	9 a.m.-12 noon	M	NC Works Career Center	B. Matthews
2/9	9 a.m.-12 noon	M	Online	B. Matthews
3/2	9 a.m.-12 noon	M	NC Works Career Center	B. Matthews
3/9	9 a.m.-12 noon	M	Online	B. Matthews
4/13	9 a.m.-12 noon	M	Online	B. Matthews
5/4	9 a.m.-12 noon	M	NC Works Career Center	B. Matthews

**Course Cost:** \$70.00 | **Required Book Information:** n/a



## NCRC SUCCESS CLASS

This hybrid course will explore what you need to know to improve your chances at obtaining a National Career Readiness Certificate (NCRC) score and get your job search questions answered. Students will focus on improving foundational skills in Applied Math, Graphic Literacy, and Workplace Documents.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/7-1/28	4 p.m.-6 p.m.	W	Hybrid & WAL 136	Castellanos
2/4-2/25	4 p.m.-6 p.m.	W	Hybrid & WAL 136	Castellanos
3/4-3/25	4 p.m.-6 p.m.	W	Hybrid & WAL 136	Castellanos
4/1-4/29	4 p.m.-6 p.m.	W	Hybrid & WAL 136	Castellanos
5/6-5/27	4 p.m.-6 p.m.	W	Hybrid & WAL 136	Castellanos

**Course Cost:** \$70.00 | **Required Book Information:** n/a

## ONLINE JOB SEARCH

This course will teach you where to look for employment online and will include how to access job related websites, upload employment documents and how to present your best self via technology.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/28	9 a.m.-12 noon	W	NC Works Career Center	S. Hatcher
3/11	9 a.m.-12 noon	W	NC Works Career Center	S. Hatcher
4/15	9 a.m.-12 noon	W	NC Works Career Center	S. Hatcher

**Course Cost:** \$70.00 | **Required Book Information:** n/a

## PEER SUPPORT SPECIALIST

This training is designed to help prepare peer specialists for work in the North Carolina mental health and substance use disorder (mh/sud) service system. Training is for 50 hours. Students who complete the course will receive a certificate that shows that the person has satisfactorily completed approved training and met application criteria.

**PREREQUISITES:** Proof of high school diploma or high school equivalency, completion of application and registration and completion of advanced assignment due the first day of class.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/9-1/18	8 a.m.-5 p.m.	F-SU	WLC 161	C. Boyette
3/6-3/15	8 a.m.-5 p.m.	F-SU	WLC 161	C. Boyette
6/5-6/14	8 a.m.-5 p.m.	F-SU	WLC 161	C. Boyette

**Course Cost:** \$125.00 | **Required Book Information:** n/a

## RESUME, APPLICATION & INTERVIEW SKILLS

This course prepares job seekers to successfully navigate the application and hiring process, from crafting strong application materials to researching companies and accepting offers. Learners will gain practical tools and strategies for presenting themselves confidently and professionally in competitive job markets.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
2/2-3/11	2 p.m.-4 p.m.	MW	Magnolia 220	Taybron

**Course Cost:** \$70.00 | **Required Book Information:** n/a

## WORKING SMART - UNC HEALTH WAYNE

In partnership with UNC Health Wayne, this course is designed to fine-tune non-technical, critical employability skills that are essential in today's workplace. The curriculum addresses five core components: 1) Self-Awareness Skills 2) Self-Management Skills, 3) Work Ethics, 4) Communication Skills, and 5) Problem Solving Skills. These transferable skills are vital in any industry or occupation and are often among the deciding factors in employee selection and promotion. Students will receive information about entry-level openings at UNC Health Wayne and how to apply. Students will earn a portable credential upon successful completion.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/7-3/25	2 p.m.-4 p.m.	W	TBA	B. Matthews

**Course Cost:** \$70.00 | **Required Book Information:** n/a

## PRE-REGISTRATION IS HIGHLY ENCOURAGED.

### LOOKING FOR MORE INFORMATION?

Visit our website at  
[waynecc.edu/hrd](http://waynecc.edu/hrd)





## INDUSTRIAL & MANUFACTURING OCCUPATIONS

For more information, please contact: Todd King at 919-739-6814 or [stk@waynecc.edu](mailto:stk@waynecc.edu).

### ADVANCED WELDING - BILINGUAL

This course is designed to further familiarize students with advanced welding. Training strategies will include lecture and hands-on activities with evaluation based on attendance, class participation, and demonstration of skills. This course will also prepare students with job skills in stick welding, gas welding, operation of cutting torch, electric welding, heliarc welding, and safety.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
2/7-4/25	8 p.m.-4:30 p.m.	S	Hocutt 160/170	Perez

**Course Cost:** \$180.00

**Required Book Information:** n/a

### BASIC WELDING I

This course is designed to familiarize students with the basics of welding, provide an understanding of the hazards of welding, and teach the use of all safety equipment available. Students will learn why they should use the right type of rod for different kinds of metal. Topics will include gas welding, operation of cutting torch, electric welding, heliarc welding, and safety. Training strategies will include lecture and hands-on activities with evaluation based on attendance, class participation, and demonstration of skills.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/26-3/9	6 p.m.-9 p.m.	M	Hocutt 160/170	Staff

**Course Cost:** \$70.00

**Required Book Information:** n/a

### BASIC WELDING II

This course is designed to familiarize students with the basics of welding, provide an understanding of the hazards of welding, and teach the use of all safety equipment available. Students will learn why they should use the right type of rod for different kinds of metal. Topics will include gas welding, operation of cutting torch, electric welding, heliarc welding, and safety. Training strategies will include lecture and hands-on activities with evaluation based on attendance, class participation, and demonstration of skills.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
3/16-5/4	6 p.m.-9 p.m.	M	Hocutt 160/170	Staff

**Course Cost:** \$70.00

**Required Book Information:** n/a

**PRE-REGISTRATION IS HIGHLY ENCOURAGED.**

LEISURE AND RECREATION/  
COMMUNITY SERVICE COURSES

For more information, please contact us at 919-739-6900 or [wcc-reg@waynecc.edu](mailto:wcc-reg@waynecc.edu).

Scan to register for these courses online.



BEGINNING QUILTING

This course teaches students how to make a four-square patch quilt by cutting, measuring, and sewing fabric. Upon class completion, students will learn to make a quilt from the beginning to binding the finished quilt.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/17-2/21	10 a.m.-1 p.m.	S	Spruce 138	Gardner
3/7-4/11	10 a.m.-1 p.m.	S	Spruce 138	Gardner

**Course Cost:** \$25.00 | **Required Book Information:** n/a

BEGINNING SEWING

This course is designed for beginner students. The students are taught how to operate a sewing machine and how to use a pattern, fabric, and thread to create a finished project. Sewing terms, tools of the trade, how to read patterns and layout instructions are introduced.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/3-3/3	6 p.m.-9 p.m.	T	Spruce 138	Price


**Course Cost:** \$50.00 | **Required Book Information:** n/a

BISON COMMUNITY CONCERT BAND

This class provides an opportunity to gain experience singing in a vocal ensemble. Emphasis is placed on vocal techniques and the study and performance of a variety of styles and periods of choral literature. Upon completion, the student will be able to demonstrate skills needed to perform in a concert setting.

Students can rent instruments from Music and Arts.

Scan the QR code now for more information.



BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/8-5/7	7 p.m.-9 p.m.	TH	Goldsboro High School Band Room	Saeger

**Course Cost:** \$40.00 | **Required Book/Materials Information:** Students will need to bring their own instruments.

DEFENSIVE DRIVING

This course provides safe driving techniques given by a Certified Defensive Driving Instructor according to the North Carolina Safety and Health Council. Students learn practical strategies to reduce collision-related injuries, fatalities, and cost. The importance of attitude in preventing crashes and the reinforcing of good driving skill are addressed.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
TBA	TBA	TBA	TBA	TBA

(Visit the WCC website for updates on this course.)

**Course Cost:** \$50.00 | **Required Book Information:** n/a

PIANO I

This course provides group instruction in skills and techniques of the piano for those with little or no previous experience. Emphasis is placed on techniques and styles and the exploration and study of appropriate literature. Upon completion, students should be able to demonstrate proficiency in the studied skills and repertoire through performance.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/8-5/7	10 a.m.-11 a.m.	TTH	Dogwood 201	Morris
1/8-5/7	12 p.m.-1 p.m.	TTH	Dogwood 203	Morris

**Course Cost:** \$35.00 | **Required Book/Materials Information:** n/a



This program offers courses geared towards adults 55 and over. We aim to engage our Golden Bison with lifelong learning while learning a new craft. Introduce this opportunity to your family, friends, or neighbors. We hope to see you soon.

**GOLDEN BISON BENEFITS:**

- Meet new friends
- Lifelong learning opportunities
- Golden Bison Identification on campus
- Recognition at campus events
- Quarterly breakfasts
- Holiday courses

Scan to register for these courses online.

**SEWING NOVELTIES**

This course is designed for beginners and advanced students. The students are taught how to operate a sewing machine and use a pattern, fabric, and thread to create a finished project. Sewing terms, tools of the trade, and how to read patterns and layout instructions are introduced.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/13-3/3	12:30 p.m.-3:30 p.m.	T	Senior Center Goldsboro	Price
3/17-5/5	12:30 p.m.-3:30 p.m.	T	Senior Center Goldsboro	Price

**Course Cost:** \$35  
**Required Book Information:** n/a

**BEGINNING QUILTING**

This course teaches students how to make a four-square patch quilt by cutting, measuring, and sewing fabric. Upon class completion, students will learn to make a quilt from the beginning to binding the finished quilt.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/17-2/21	10 a.m.-1 p.m.	S	Spruce 106	Gardner
3/7-4/11	10 a.m.-1 p.m.	S	Spruce 106	Gardner

**Course Cost:** \$25  
**Required Book Information:** n/a

For more information, contact us at 919-739-6900 or [wcc-reg@waynecc.edu](mailto:wcc-reg@waynecc.edu).

**PRE-REGISTRATION IS HIGHLY ENCOURAGED.**





## SMALL BUSINESS CENTER

The Small Business Center (SBC) offers no-cost seminars, access to business resources, and confidential counseling to aspiring or continuing entrepreneurs. Seminars focus on seven core competencies: writing your business plan, financing your business, legally starting your business, finding your customer, marketing your business, small business taxes and basics of bookkeeping.

Contact the Small Business Center Director **Esteban Guzmán** at **919-739-6941** or **eguzman@waynecc.edu** for more information.

### YOU'VE GOT A BUSINESS IDEA—NOW WHAT?

Learn how to go from vision to launch with practical steps to register your business, structure it properly, and avoid costly mistakes early on.

- Steps to legally structure your business (LLC, EIN, etc.)
- Naming, branding, and setting up systems
- Tools to build momentum and avoid early burnout

**BEGIN/END DATES**  
1/8

**CLASS TIME**  
12 p.m. - 2 p.m.

**CLASS DAYS**  
TH

**LOCATION**  
Webinar

**INSTRUCTOR**  
Corey Barbour

### USING AI FOR GRANT WRITING IN YOUR NON-PROFIT OR FOR-PROFIT SMALL BUSINESS

AI-powered tools like ChatGPT, Copilot, and custom GPTs are revolutionizing the grant writing process by streamlining research, drafting, and editing tasks. These intelligent assistants can quickly analyze funding requirements, generate compelling narratives, and tailor proposals to specific grantors, saving organizations countless hours and increasing their chances of success. By leveraging AI, teams can focus on strategy and impact, while the technology handles repetitive writing and formatting tasks, ensuring every application is polished and persuasive. We will be performing live demonstrations, so attendees are encouraged to bring their own challenges or business concerns for us to address in real time.

- Accelerate research and proposal drafting with AI-generated content.
- Customize language and tone for different grant opportunities.
- Reduce manual editing and formatting time.
- Increase overall efficiency and success rates in grant applications.

**BEGIN/END DATES**  
1/13

**CLASS TIME**  
6 p.m. - 8 p.m.

**CLASS DAYS**  
T

**LOCATION**  
Walnut 101

**INSTRUCTOR**  
Martin Brossman

### FOOD TRUCK BUSINESS

Participants will understand the ins and outs of the Food Truck Business in Wayne County.

**BEGIN/END DATES**  
1/15

**CLASS TIME**  
6 p.m. - 8 p.m.

**CLASS DAYS**  
TH

**LOCATION**  
Walnut 101

**INSTRUCTOR**  
Trudie Brinson

#### SBC SPRING 2026 SEMINARS/WEBINARS

#### PRE-REGISTRATION IS RECOMMENDED!

Please pre-register on-line at:  
**[www.ncsbc.net/center.aspx?center=75550](http://www.ncsbc.net/center.aspx?center=75550)**

**Or Scan QR Code below**

Scroll down to find your seminar and click  
"Register".

Or you may call **919-739-6941**.

Links to webinars are emailed after the registration  
process is complete.

**Seminars are held in person and online, please  
check which one your seminar is going to be.**

*Most SBC seminars require a minimum of three pre-registered attendees before the session can be held as scheduled. By pre-registering you will be notified of any changes in the schedule.*

#### SMALL BUSINESS CENTER DIRECTOR

**ESTEBAN GUZMÁN**

**919-739-6941 | [EGUZMAN@WAYNECC.EDU](mailto:EGUZMAN@WAYNECC.EDU)**



**SCAN QR CODE FOR  
LIST OF CURRENT  
EVENTS/WORKSHOPS**

## CREATING HIGH-CONVERTING LANDING PAGES IN THE AI WORLD FOR SMALL BUSINESS OWNERS

Now more than ever, having a place online to convert sales for your business is imperative. Landing pages are single, stand-alone web pages designed to accomplish one specific task. Generate new customer leads and sales by creating a landing page for your business! You'll be landing page savvy after this training! Developed and taught by Martin Brossman and Jeanne Munoz. In this class, you will:

- Understand how landing pages generate leads and drive sales
- Learn the components/layouts for a successful landing page
- View examples of various kinds of landing pages and templates for building them
- Examine landing page builder tools for creating landing pages
- Discuss ideas for free offerings of value to use as lead magnets
- Create a landing page together
- Create an effective call to action for your page
- Learn how to optimize a landing page for SEO

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/20	6 p.m. - 8 p.m.	T	Walnut 101	Martin Brossman

## BOOKKEEPING BASICS EVERY ENTREPRENEUR SHOULD KNOW

A crash course in business finances, made simple. Understand your numbers without becoming an accountant.

- How to track income and expenses
- Best bookkeeping tools for small businesses
- What to have ready for taxes, loans, or investors

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/22	12 p.m. - 2 p.m.	Th	Webinar	Corey Barbour

## WEBSITE BASICS FOR SMALL BUSINESS IN THE AI WORLD

Customers today aren't just using traditional search engines they're turning to AI tools like ChatGPT, Copilot, Gemini, Perplexity, and others to find products and services. Is your business showing up where it counts?

This practical, beginner-friendly class is designed to help small business owners and entrepreneurs create a clear, credible web presence using free or low-cost tools. Whether you're starting from scratch or want to ensure your current site is ready for today's AI-driven digital landscape, this session provides a step-by-step guide to building and strengthening your online foundation.

No tech background required—just bring your business and a willingness to learn.

By the end of this class, participants will:

- Understand why AI tools like ChatGPT and Gemini are changing how people find businesses online
- Build or improve a basic business website using free tools (e.g., Google Sites)
- Learn how to write content that AI models can find, understand, and cite
- Begin optimizing their content for both SEO and LLM-powered search
- Leave with an actionable checklist to improve or launch their web presence

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/27	6 p.m. - 8 p.m.	T	Walnut 104	Martin Brossman

## SHOW ME THE MONEY: HOW TO GET FUNDING-READY

Banks and investors want clean paperwork and clear plans. This session shows you what they're looking for—and how to confidently show up.

Takeaways:

- Key documents and numbers lenders look for
- What it really means to be "funding-ready"
- How to build your case for capital

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/29	12 p.m. - 2 p.m.	Th	Webinar	Corey Barbour

PRE-REGISTRATION IS HIGHLY ENCOURAGED.

CREATING FREE AI AGENTS AND DIGITAL ASSISTANTS TO WORK FOR YOU

Imagine having a personal digital assistant that works for you 24/7, sending reminders, organizing your tasks, pulling in key business information, and even working between apps, without hiring staff or paying monthly software fees.

In this beginner-friendly class, you'll learn how to create your own AI-powered "agent", using tools that work behind the scenes to streamline repetitive tasks, respond faster to customers, and keep your business running smoothly. Using only free or low-cost online tools, you'll see how to connect everyday apps you already use so your assistant can run automatically, or as you design, with no coding required.

This is perfect for small business owners who want to reclaim their time, boost productivity, and reduce mental load. You'll leave with a working assistant you can start using immediately.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
2/3	6 p.m. - 8 p.m.	T	Walnut 101	Martin Brossman

LAUNCH WAYNE KICKOFF

Introduction to the Program. Meet the partners.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
2/5	6 p.m. - 7 p.m.	Th	Walnut 101	Spiron Solutions

LAUNCH WAYNE MODULE 1: STARTING THE ENTREPRENEURSHIP JOURNEY WITH YOUR SMALL BUSINESS IDEA

Participants will learn creative methods to brainstorm problems in the market that could provide new business opportunities.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
2/12	6 p.m. - 8 p.m.	Th	Walnut 101	Spiron Solutions

ENHANCING YOUR CHAMBER OF COMMERCE EXPERIENCE

This session will guide you through practical strategies and insights drawn from the principles of relationship marketing to enhance your visibility and influence within the Chamber.

- Go Beyond Ordinary Networking
- Utilize the Chamber's resources to generate powerful word-of-mouth advertising.
- Build strategic relationships with fellow members and Chamber leaders.
- Engage in meaningful Chamber activities that align with your business goals.
- Enjoy a light lunch while discovering how to turn your Chamber interactions into valuable opportunities for growth, ensuring your business thrives in your community.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
2/17	6 p.m. - 8 p.m.	T	Walnut 101	Martin Brossman

LAUNCH WAYNE MODULE 2: VALIDATING THE BUSINESS IDEA FOR A SMALL BUSINESS

Participants will learn the value and methodology of gaining insights from potential customers about their selected market problem using the concept of human centered design.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
2/19	6 p.m. - 8 p.m.	Th	Walnut 101	Spiron Solutions

VISIT THE SMALL BUSINESS CENTER

We provide strategic solutions to improve performance, productivity, and profits.

Wayne Business and Industry Center (WBIC) is the community resource for business and employer training services in Wayne County.

Located at Wayne Community College, Wayne Learning Center Suite 195

Visit us online at [waynecc.edu/sbc](http://waynecc.edu/sbc)



### LAUNCH WAYNE MODULE 3: REFINING THE BUSINESS IDEA

Participants will learn the value and methodology of gaining insights from potential customers about their selected market problem using the concept of human centered design.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
2/26	6 p.m. - 8 p.m.	Th	Walnut 101	Spiron Solutions

### LAUNCH WAYNE MODULE 4: CREATING A BUSINESS PLAN

Participants will learn the basics of creating a business model. They will learn when/how to use a traditional business plan versus a newer business canvas and will start creating both. The Business Plan outlines the aspects that are needed to operate and fund a business.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
3/5	6 p.m. - 8 p.m.	Th	Walnut 101	Spiron Solutions

### WRITE, PUBLISH, PROFIT

Ready to stand out in your field, attract better clients, and build lasting credibility? This practical, step-by-step course shows you how to write and self-publish your own book, even if you don't think you're a writer. With real-world insights from publishing pros and the smart use of AI tools, you'll learn how to go from idea to impact in just four sessions.

- Clarify your book idea and target audience
- Explanation of copyright legalities of publishing a book & AI use
- Use AI to brainstorm and write faster, ethically and effectively
- Format, design, and self-publish your book without breaking the bank
- Discover platforms for selling your products
- Market your book to build authority and attract opportunities

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
3/10	6 p.m. - 8 p.m.	T	Walnut 101	Martin Brossman

### LAUNCH WAYNE MODULE 5: SMALL BUSINESS FINANCES

Participants will learn the core concepts of small business finances and will gain a deeper understanding of the logistics and investment involved in starting a new enterprise.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
3/12	6 p.m. - 8 p.m.	Th	Walnut 101	Spiron Solutions

### PLANTING FINANCIAL ROOTS: BUILD A STRONG FARM BUSINESS FOUNDATION

Understand how to track your farm's money, plan expenses, and set up a system that supports growth year after year.

- How to budget around planting and harvest cycles
- Basic financial tools that fit farm operations
- Tips for managing unpredictable income

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
3/17	6 p.m. - 8 p.m.	T	Walnut 101	Corey Barbour

### LAUNCH MODULE 6: MARKETING YOUR SMALL BUSINESS

Participants will learn the core marketing concepts that cover multiple modalities, platforms and strategies, they will identify their target markets, create personas and develop a basic business plan that fits their needs.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
3/12	6 p.m. - 8 p.m.	Th	Walnut 101	Spiron Solutions

### HARVESTING CAPITAL: HOW TO ACCESS FUNDING AND CREDIT AS A FARMER

You can't grow what you can't finance. This session explores how to prepare for farm grants, credit, and capital opportunities.

- How to prepare for loans, grants, or credit
- What ag lenders are really looking for
- Strategies to improve funding readiness and creditworthiness

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
3/24	6 p.m. - 8 p.m.	T	Walnut 101	Corey Barbour

### LAUNCH MODULE 7: MANAGING YOUR SMALL BUSINESS

Participants will learn core concepts of small business operations and management; they will gain a deeper understanding of the day-to-day process and tools required to effectively manage an enterprise.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
3/26	6 p.m. - 8 p.m.	Th	Walnut 101	Spiron Solutions



## LAUNCH WAYNE MODULE 8: UNDERSTANDING STRATEGY, COMPETITION AND MARKETING FOR YOUR SMALL BUSINESS.

Participants will learn how to strategically estimate both total potential market sizes. They will also learn tools to assess competition in the market and understand how to situate themselves alongside other enterprises to gain the most market share.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
4/2	6 p.m. - 8 p.m.	Th	Walnut 101	Spiron Solutions

### YOU'VE GOT A BUSINESS IDEA—NOW WHAT?

Learn how to go from vision to launch with practical steps to register your business, structure it properly, and avoid costly mistakes early on.

- Steps to legally structure your business (LLC, EIN, etc.)
- Naming, branding, and setting up systems
- Tools to build momentum and avoid early burnout

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
4/7	6 p.m. - 8 p.m.	T	Walnut 101	Corey Barbour

## LAUNCH WAYNE MODULE 9: LAUNCHING YOUR PRODUCT/SERVICE: TESTING AND GO TO MARKET STRATEGY

Participants will learn Preto typing, Prototyping, Testing Plan, Go To Market Strategy Canva.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
4/9	6 p.m. - 8 p.m.	Th	Walnut 101	Spiron Solutions

## BOOKKEEPING BASICS EVERY ENTREPRENEUR SHOULD KNOW

A crash course in business finances, made simple. Understand your numbers without becoming an accountant.

- How to track income and expenses
- Best bookkeeping tools for small businesses
- What to have ready for taxes, loans, or investors

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
4/14	6 p.m. - 8 p.m.	T	Walnut 101	Corey Barbour

## LAUNCH WAYNE MODULE 10: LEARN ABOUT REAL ESTATE FOR SMALL BUSINESSES FROM THE EXPERTS

Visit Downtown Goldsboro and learn about real estate opportunities and options for Small Business owners.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
4/16	6 p.m. - 8 p.m.	Th	Walnut 101	Spiron Solutions

## SHOW ME THE MONEY: HOW TO GET FUNDING-READY

Banks and investors want clean paperwork and clear plans. This session shows you what they're looking for—and how to confidently show up.

- Key documents and numbers lenders look for
- What it really means to be "funding-ready"
- How to build your case for capital

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
4/21	6 p.m. - 8 p.m.	T	Walnut 101	Corey Barbour

## LAUNCH WAYNE MODULE 11: WAYS TO SAVE TIME AND MONEY IN RUNNING YOUR SMALL BUSINESS

Participants will learn methodologies to assist in establishing and maintaining efficient business processes. They will learn tips and platform options that help manage their time.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
4/23	6 p.m. - 8 p.m.	Th	Walnut 101	Spiron Solutions

## LAUNCH WAYNE MODULE 12: PREPARING TO PITCH YOUR SMALL BUSINESS TO GARNER RESOURCES

Participants will learn about pitch decks and will create their own, which can be used to present their business idea in a concise manner to potential investors and lenders.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
4/30	6 p.m. - 8 p.m.	Th	Walnut 101	Spiron Solutions

CREDIT CONFIDENCE: BUILD IT. USE IT. OWN IT.  
 CREDIT FOR BEGINNERS: BUILD THE SCORE THAT BUILDS YOUR FUTURE

If you’ve ever felt unsure about credit—what it is, why it matters, or how to use it—this session is for you. We’ll walk you through the basics of credit, how it affects your life and finances, and most importantly, how to start building it the right way.

- What credit is and how your score is calculated
- How credit impacts buying power, renting, business funding, and more
- Actionable steps to start building credit from scratch
- Tips on using credit wisely to avoid common traps
- How to access and understand your credit report

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
5/5	6 p.m. - 8 p.m.	T	Walnut 101	Corey Barbour

FOOD TRUCK BUSINESS

Participants will understand the ins an outs of the Food Truck Business in Wayne County.

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
5/7	6 p.m. - 8 p.m.	TH	Walnut 101	Trudie Brinson



BOOTS TO BUSINESS

Veterans and military personnel returning from active duty are wonderfully over-represented in entrepreneurship. One in seven veterans is either self-employed or already a small business owner. Roughly one quarter of transitioning service members are interested in starting or buying their own business. One of our most important roles is supporting those men and women who have returned home from active duty and are looking to start a small business. We offer a variety of programs and services specifically designed to do just that.

\*\*\*THIS SEMINAR IS OPEN ONLY TO ACTIVE DUTY, THEIR DEPENDENTS AND VETERANS OF THE US MILITARY.\*\*\*

BEGIN/END DATES	CLASS TIME	CLASS DAYS	LOCATION	INSTRUCTOR
1/5 and 1/6	9 a.m.-1 p.m.	MT	WLC 161	Julius Cook
2/2 and 2/3	9 a.m.-1 p.m.	MT	WLC 161	Julius Cook
3/2 and 3/3	9 a.m.-1 p.m.	MT	WLC 161	Julius Cook
4/6 and 4/7	9 a.m.-1 p.m.	MT	WLC 161	Julius Cook
5/4 and 5/5	9 a.m.-1 p.m.	MT	WLC 161	Julius Cook

To register for these events, please call: Airman & Family Readiness Center at 919-722-1123.

# TRANSITIONAL PROGRAMS FOR COLLEGE AND CAREER

**Classes Begin the Week of January 8, 2026**

[waynecc.edu/tpcc](http://waynecc.edu/tpcc)



**CONTACT US**

**General Information:**

Ms. Babb, 919-739-6908  
[ejbabb@waynecc.edu](mailto:ejbabb@waynecc.edu)

**Admissions:**

Ms. Medus, 919-739-6922  
[kmmedus@waynecc.edu](mailto:kmmedus@waynecc.edu)

**English Language  
Acquisition:**

Ms. Abalo-Zarate, 919-739-6924  
[mfabalo-zarate@waynecc.edu](mailto:mfabalo-zarate@waynecc.edu)

or

Ms. Hall, 919-739-6911  
[ajhall@waynecc.edu](mailto:ajhall@waynecc.edu)

[www.facebook.com/wccbasicskills](https://www.facebook.com/wccbasicskills)

**Contact Ms. Babb at 919-739-6908 for more information on the GED® tests!**

## OPPORTUNITIES FOR YOU AT ONE OF THE TOP PROGRAMS IN THE STATE!

**Choose the door to the opportunity  
that will lead you to success!**

- ▣ Adult High School Diploma
- ▣ English Language Acquisition
- ▣ Career Pathway Classes
- ▣ Transition to College
- ▣ High School Equivalency
- ▣ WIOA NEXTGEN Program
- ▣ Quest Academy for ELLs
- ▣ College and Career Academy

Dual Enrollment to work on your diploma and college credit

# TRANSITIONAL PROGRAMS FOR COLLEGE AND CAREER



**STUDENT OF THE MONTH  
AUGUST 2025  
SAMANTHA CARR**



**STUDENT OF THE MONTH  
SEPTEMBER 2025  
MALACHI GRANT**



**STUDENT OF THE MONTH  
OCTOBER 2025  
UNEAKA BEST**

## EDUCATION FIRST at TPCC

**Leads to New  
Opportunities  
and Great Careers!**



### SESSION SCHEDULE

DATE	TIME
January 5 & 7	9 a.m.-12 p.m.
January 26 & 28	6 p.m.-9 p.m.
February 9 & 11	2 p.m.-5 p.m.
February 23 & 25	6 p.m.-9 p.m.
March 9 & 11	2 p.m.-5 p.m.
March 23 & 25	6 p.m.-9 p.m.
April 13 & 15	2 p.m.-5 p.m.
April 27 & 29	6 p.m.-9 p.m.

## ORIENTATION and placement sessions

- ☐ Please arrive 1 hour early on the first day of orientation. **Seats fill quickly in order of arrival.**
- ☐ Orientation sessions are required for all new students.
- ☐ A Social Security card and photo identification are required.
- ☐ Students must attend **BOTH** days of orientation
- ☐ Minors 16 and 17 years old
  - Get these forms from your High School
  - Sealed Transcript
  - Behavior Form or Letter
  - Release Form signed by the Principal and the School Superintendent
  - By Appointment ONLY
  - Call Ms. Medus for an appointment at 919.739.6922 (after you have all the forms)
  - Come to the appointment with a parent or guardian

**WAYNE  
COMMUNITY COLLEGE**  
WORKFORCE CONTINUING EDUCATION SERVICES

**WORKFORCE  
INNOVATION and  
OPPORTUNITY ACT  
(WIOA)**

To find out if you're eligible and to receive more information about the **WIOA** program (adult learner, dislocated worker, out-of-school youth services), **scan the QR code** below.



Questions?

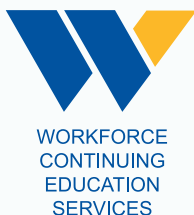
**NCWORKS CAREER CENTER  
WAYNE COUNTY**

919-988-6870

2128 Wayne Memorial Drive  
Goldsboro, NC 27534

[waynecc.edu/wioa](http://waynecc.edu/wioa)





Transitional Programs for College and Career

# HIGH SCHOOL EQUIVALENCY (HSE)

**STEP 1:** Attend orientation and take a placement test.

**STEP 2:** Enroll in classes. Take a practice GED® or HiSET® test.

**STEP 3:** Take official GED® or HiSET® exam.

## YOU NOW HAVE TWO OPTIONS FOR YOUR HIGH SCHOOL EQUIVALENCY TEST!

We offer the GED® and the HiSET® High School Equivalency tests. Both tests are recognized by colleges and employers. The GED® is a computer-based test and must be taken in the Pearson VUE testing center on the College campus. The HiSET® is a paper and pencil test which is also given on the College campus.

Call us at **919-739-6904** for more information on either option.

You may also go to the following websites for information on the tests.

- [www.gedtestingservice.com/ged-testing-service](http://www.gedtestingservice.com/ged-testing-service)

- [hiset.ets.org](http://hiset.ets.org)

**Pearson VUE Testing Center**

**GED® Testing Location:**

**Wayne Learning Center, Room 216-A**

### TESTING DAYS AND TIMES:

**Monday: 1 p.m.-5:30 p.m.**

**Tuesday: 8:30 a.m.-1:30 p.m.**

**Wednesday: 1 p.m.-5 p.m. and 6 p.m.-8 p.m.**

**Thursday: 2 p.m.-5:30 p.m.**

**HiSET® Testing is every Tuesday 2 p.m.-5:30 p.m.**

**LOCATION: Walnut Building, Room 223**

For updated testing dates or to register to take a test, go to [www.gedtestingservice.com/educators/myged](http://www.gedtestingservice.com/educators/myged) and log on to MyGED® and click on Testing Dates for WayneCC.

For updated HiSET® testing dates and to register to take the HiSET® test, go to [www.hiset.ets.org](http://www.hiset.ets.org).

**Contact Ms. Kellar at 919-739-6904 for more information on the tests!**

## HIGH SCHOOL EQUIVALENCY CLASS SCHEDULE:

DATES	COURSE	DAYS	TIME	LOCATION
1/12-5/6	Evening Math	MW	6:00 pm-9:00 pm	Walnut 136
1/12-5/6	Fundamental Math	MW	12:30 pm-3:30 pm	Walnut 224
1/8-5/7	HSE Math Lab	TTH	12:30 pm-2:30 pm	Walnut 224
1/8-5/7	HSE Prep Day	TTH	9:00 am-12:00 pm	WLC 207
1/8-5/7	HSE Prep Night	TTH	6:00 pm-9:00 pm	Walnut 136
1/12-5/6	STAR Reading	MW	8:30 am-12:00 pm	Walnut 222-A

# ADULT HIGH SCHOOL

## ADULT HIGH SCHOOL DIPLOMA CLASSES



**Adult High School Diploma Classes**  
**Pre-registration for Spring I Classes: January 5-8**  
**Spring Semester begins January 8**  
**Spring I Classes: January 8-March 4**  
**Pre-registration for Spring II Classes: March 2-4**  
**Spring II Classes: March 9-May 7**

## ADULT HIGH SCHOOL CLASSES : SEATED

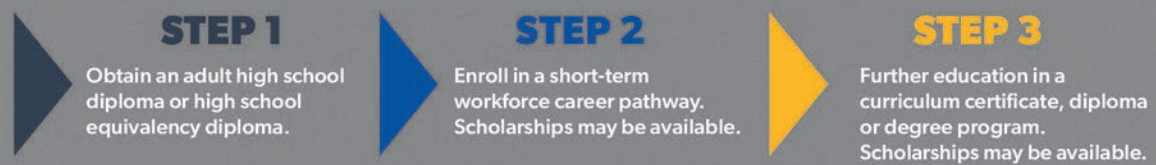
1/12-3/4	Algebra 2 (Spring I)	MW	1 pm-4 pm	Walnut 223
3/9-5/6	Algebra 2 (Spring II)	MW	1 pm-4 pm	Walnut 223
1/8-3/3	English 3 (Spring I)	TTH	8:30 am-11:30 am	WLC 215
3/10-5/7	English 4 (Spring II)	TTH	8:30 am-11:30 am	WLC 215

**ONLINE ADULT HIGH SCHOOL CLASSES AVAILABLE**  
**PRE-REGISTRATION REQUIRED FOR ALL CLASSES**

# NEXT STEP

The **Next Step** initiative outlines the path to a postsecondary education, occupational training and self-sufficiency for you and your family.

Faculty and staff in the **Transitional Programs for College and Career** department will fully support you along the way as you consider your Next Step to a **better career** and a **better future**!



For more information, contact,  
**HAROLD WARREN** | 919-739-6921 | harwar@waynecc.edu

# BASIC SKILLS PLUS

TAKE COLLEGE CLASSES WHILE COMPLETING  
YOUR HIGH SCHOOL DIPLOMA OR GED®!

## Are you ready to see what BASIC SKILLS PLUS can do for you?

Get your Adult High School Diploma (AHS) or a High School Equivalency (HSE) while taking college classes and working towards a career.

- CNA I
- Machining
- EMT Basic
- Welding
- Medical Office Administration
- Industrial Systems Technology
- Certified Production Technician
- Turfgrass Management

OTHER CAREER TRACKS AVAILABLE!



Contact Your  
Advisor/Transition Coach

**HAROLD WARREN**

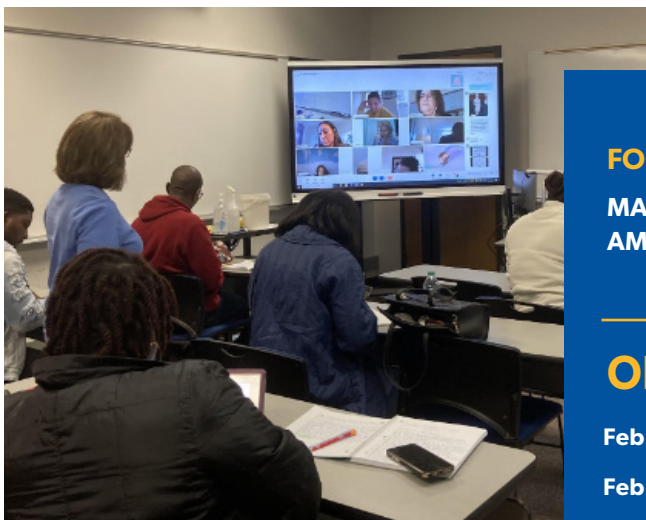


**919-739-6921 or  
919-739-6908**



## VISIT THE TPCC STUDENT SUPPORT CENTER LOCATED IN WALNUT 222-A

- Advising
- Guidance
- Registration
- Study Hall
- Career Counseling
- WIOA Youth Advising Information
- Workforce Continuing Education and Curriculum Class Information
- Assistance with Registration for GED® and HSE Tests
- Referral Center for TABE Testing and HSE Official Practice Tests
- Student Seminars
- TABE Locator Testing
- Basic Skills Plus
- Tutoring



### FOR MORE INFORMATION CONTACT:

MARIA ABALO-ZARATE | 919-739-6924

AMELIA HALL | 919-739-6911

## ORIENTATION DATES

Feb. 03 | 9 a.m. or 6 p.m. | 03 de Febrero

Feb. 17 | 9 a.m. or 6 p.m. | 17 de Febrero

Mar. 10 | 9 a.m. or 6 p.m. | 10 de Marzo

Mar 24 | 9 a.m. or 6 p.m. | 24 de Marzo

HAVING PROBLEMS COMING TO CLASS?  
JOIN US ON ZOOM!

OR TEXT US ON **WHATSAPP:**  
919-750-2927

**GED EN ESPANOL:**  
CALL FOR INFORMATION.

WCC WORKFORCE CONTINUING EDUCATION

## ENGLISH LANGUAGE ACQUISITION (ELA)

ELA classes are offered to adults who would like to learn English as their second language. These classes focus on group conversation, grammar and writing instruction, reading comprehension, civics, and employment skills.

## ON CAMPUS CLASSES

FACE TO FACE AND ONLINE

### DAY CLASSES

DATE/FECHA	COURSE/CURSO	DAYS/DIAS	TIME/ HORA	LOCATION/LUGAR
1/5-5/7	ELA LAB	MTWTH	8 a.m.-6 p.m.	Walnut 203
1/9-5/8	ELA LAB	F	8 a.m.-1 p.m.	Walnut 203
1/5-5/7	ELA LEVEL 1	MTWTH	9 a.m.-12 p.m.	Walnut 223/225
1/5-5/7	ELA LEVEL 2-3	MTWTH	9 a.m.-12 p.m.	Walnut 203
1/5-5/7	ELA Level 4-5	MTWTH	9 a.m.-12 p.m.	Walnut 224/WLC 214
1/5-5/7	ELA LEVEL 6	MTWTH	9 a.m.-12 p.m.	Walnut 136
1/5-5/7	QUEST LEVEL 6	MTWTH	9 a.m.-12 p.m.	WLC 227

### NIGHT CLASSES

DATE/FECHA	COURSE/CURSO	DAYS/DIAS	TIME/ HORA	LOCATION/LUGAR
1/5-5/4	CITIZENSHIP	M	6 p.m.-9 p.m.	ONLINE
1/5-5/6	ELA LEVEL 1	MW	6 p.m.-9 p.m.	Walnut 225
1/6-5/7	ELA LEVEL 1	TTH	6 p.m.-9 p.m.	Walnut 225
1/6-5/7	ELA LEVEL 2-3	TTH	6 p.m.-9 p.m.	Walnut 203
1/6-5/7	ELA LEVEL 4-5	TTH	6 p.m.-9 p.m.	Walnut 224
1/6-5/7	ELA LEVEL 6	TTH	6 p.m.-9 p.m.	Walnut 223



# OFF CAMPUS CLASSES

## DAY CLASSES

### MOUNT OLIVE WAGES

FACE TO FACE

1/5-5/7 | 9 a.m.-12 p.m.

Monday to Thursday/Lunes a Jueves  
612 Breazeale Avenue | Mount Olive

YEAR ROUND/TODO EL AÑO

### SELECT GENETICS

EMPLOYEES ONLY

1/6-5/7 | 2 p.m.-4:30 p.m.

Tuesday and Thursday/Martes y Jueves

YEAR ROUND/TODO EL AÑO

### BUTTERBALL

ONLINE CLASS/FACE TO FACE WCC CAMPUS

1/5-5/6 | 3:30 p.m.-5:30 p.m.

Monday and Wednesday/Lunes y Miércoles

YEAR ROUND/TODO EL AÑO

HAVING PROBLEMS COMING TO CLASS?  
JOIN US ON ZOOM!

OR TEXT US ON **WHATSAPP:**  
919-750-2927

## NIGHT CLASSES

### ELA CONVERSATION

ONLINE CLASS/FACE TO FACE WCC CAMPUS

1/5-5/6 | 6-9 p.m.

Monday and Wednesday/Lunes y Miercoles

YEAR ROUND/TODO EL AÑO

### CITIZENSHIP

ONLINE CLASS ONLY

1/5-5/4 | 6-8:30 p.m.

Monday/Lunes

YEAR ROUND/TODO EL AÑO

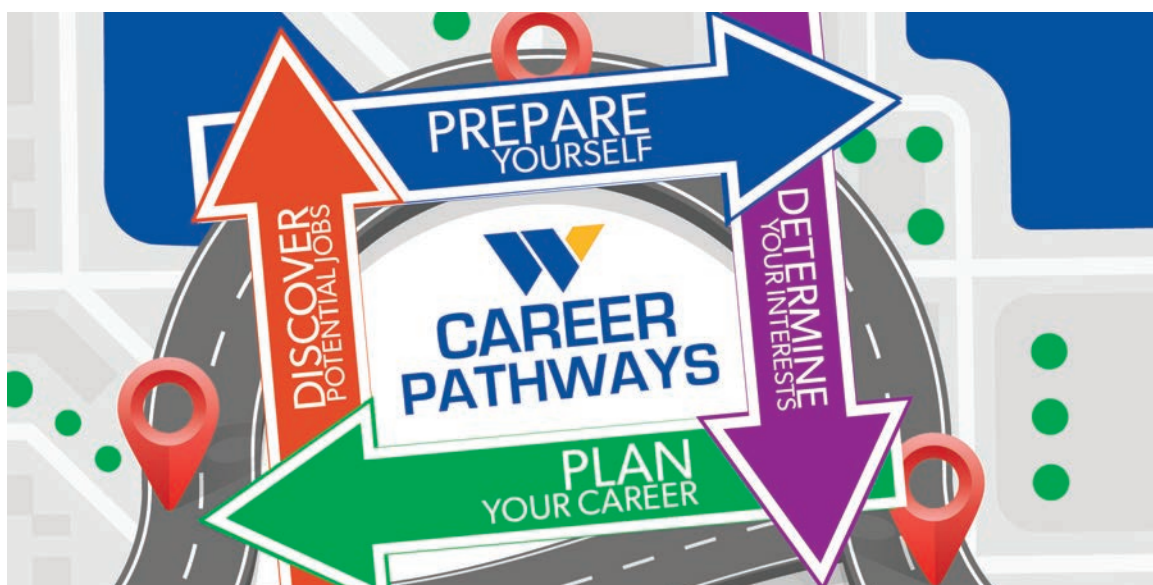
### BMS

ONLINE CLASS/FACE TO FACE WCC CAMPUS

1/6-5/7 | 6-9 p.m.

Tuesday and Thursday/Martes y Jueves

YEAR ROUND/TODO EL AÑO





# QUEST ACADEMY PROGRAM

## Are you an English Language Acquisition Student?

If you would like to increase or add new skills in your life, then don't miss your opportunity to enroll in the QUEST Academy Program.

This program is designed for advanced ELA (English Language Acquisition) students and STAR Students from the Transitional Programs for College and Career. We want to help you achieve your goals!

The program will cover a variety of courses including:

**DIRECT CARE WORKER (PERSONAL CARE AIDE) • BILLING AND CODING • OSHA • EKG • WELDING • REFRIGERATOR SPECIALIST • NCRC PROGRAM • HEALTH UNIT COORDINATOR • COMPUTER REPAIR • EFFECTIVE TEACHER (SUBSTITUTE TEACHER) TRAINING • ACADEMIC GRAMMAR**

You will also be enrolled in the ACT WorkKeys and Career Readiness Certificate (CRC) virtual classes (e-learning).

In addition to programs of study, the QUEST participants will receive assistance with registration fees, books, and supplies!

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**Quest Academy meets Monday-Thursday.**  
**WLC Building, Room 227 | 9 a.m.-12 p.m.**

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**If you have any questions, please contact**  
**AMELIA HALL | 919-739-6911**  
**MARIA ABALO-ZARATE | 919-739-6924**

**Whats App: 919-750-2927**



**WAYNE COMMUNITY COLLEGE**  
 WORKFORCE CONTINUING EDUCATION SERVICES

3000 Wayne Memorial Drive | Goldsboro, NC 27534  
 919-739-6908 | waynecc.edu



# SCHOLARSHIPS



For more information on any of the following scholarships, scan the QR code or contact Maxine Cooper at 919-739-6938 or [mcooper@waynecc.edu](mailto:mcooper@waynecc.edu).



## 3 WAYS TO RECEIVE ASSISTANCE

- ☒ **ONE - Stipend Awards - \$500 per term** (Must reapply each term.)  
To offset out-of-pocket expenses students could incur when participating in training leading to Firefighter I & II Certifications, NC Driver/Operator Pumps, or EVD Certifications.

### Scholarships

Incentive funds to advance as a firefighter in one of the following programs:

- Fire Protection Technologies
- Public Safety Administration
- Emergency Management
- Emergency Medical Science
- EMS Bridge Courses

- ☒ **TWO - Scholarships to Adults - Up to \$1000 per term**  
(Must reapply each term.)

- ☒ **THREE - Scholarships to High School Students - Up to \$1000 per term**  
(Must reapply each term.)



# Golden LEAF SCHOLARSHIP

Golden LEAF  
FOUNDATION 



The Golden LEAF scholarship provides up to **\$1,850** annually for Workforce Continuing Education students. Awards can be applied toward tuition, fees, books, supplies, transportation, childcare expenses related to attending classes, and credential testing upon course completion.

**If your course is 96 hours or more and leads to a credential, you are eligible to apply.**

Deadlines for submission  
**Spring: December 15, 2025**  
**Summer: May 1, 2026**



# SECU BRIDGE TO CAREER SCHOLARSHIPS

Eligible course(s) leading to an NC Workforce Credential at the Essential or Career Level can be found at <https://nccareers.org/credentials/credentials-list> (or scan QR code).



The State Employees Credit Union Foundation "Bridge to Career Scholarship Program" is providing reimbursement scholarships for registration, books, certification fees, transportation, childcare, and course supplies.

- **Scholarships up to \$500 for up to 2 courses.**
- **Attend workshops WCC Employment Learning Lab (The W.E.L.L. Preferred)**

Applications are available at the Workforce Continuing Education Services Office Customer Service Desk, on the first floor of the Walnut Building, East Entrance, and online at [waynecc.edu/continuing-ed/scholarships](http://waynecc.edu/continuing-ed/scholarships).



**SECU Foundation**  
PEOPLE HELPING PEOPLE

# WCC ONLINE SERVICES

## USERNAME AND PASSWORD

Your username is your first initial, middle initial, full last name, followed by the last four digits of your ID number.

**EXAMPLE:** If user James William Smith has a WCC ID number of 234567, his username would be - jwsmith4567.

Your password is the first letter of your last name capitalized, the second letter of your last name in lowercase, then your six-digit birthdate.

**EXAMPLE:** Sm050990 for a last name of Smith and a birthdate of May 9, 1990.

(Your password can be changed after your initial login.)

Once your Okta account is created, you can access Online Services through the Okta portal by clicking the Quick Links drop-down menu at the top of the WCC website, or by going to the Login section on the My Bison ID website.

If you have trouble logging in, please contact the WCC 24-hour helpdesk at 877-220-5016 or [wcc-ocl@waynecc.edu](mailto:wcc-ocl@waynecc.edu)

Okta provides you with single sign-on access to several services including WCC email, Moodle, WayneCC Alert, Self Service, Payment Plan, and access to MS Office 365.

## MOODLE

Moodle is WCC's primary online course access site. Some courses use additional sites such as Cengage, My Math Lab or Pearson in addition to Moodle. Courses are available in Moodle after 8 a.m. on the day your course is scheduled to begin. Please consult your course schedule for start dates. Students taking online or hybrid courses must complete initial assignments to remain enrolled in the course. If a course you registered and paid for does not appear in your Moodle account, contact the Department of eLearning at 919-739-7029 or 919-739-7023.

### REQUIREMENTS FOR ONLINE COURSES

Distance education courses, policies, and enrollment procedures are listed in the College's schedule of courses and on the College Web site. Registration processes, class hours earned, and cost is the same as for traditional courses.

### STUDENTS SHOULD MEET THE FOLLOWING FOR ONLINE COURSES

It is recommended (but not required) that students have basic computer skills and meet one or more of the following recommendations:

- Successfully completed an online or hybrid course at WCC, or developed the necessary computer skills through other computer-related courses/training (i.e. continuing education, on-the-job, etc.)
- Have access to a reliable computer.
- Have access to a reliable Internet connection.

### STUDENTS SHOULD HAVE THE FOLLOWING SKILLS AND BE ABLE TO

- Use an Internet browser - Firefox is the preferred browser for accessing Moodle.
- Conduct Internet searches using various search engines - Google, Bing, Yahoo, etc.
- Compose, send, and receive e-mail with attachments.
- Use Microsoft Word.
- Save files in various formats.
- Download and upload files from the Internet.
- Allocate the time needed to participate in an online course.
- Obtain and install software required for the course.
- Maintain academic progression through the duration of the course.

**NOTE:** Online courses will be available after 8 a.m. on the day your class is scheduled to begin. Please refer to your class schedule to determine your class start date. If you need assistance, call Workforce Continuing Education at 919-739-6900.



# WCC CAMPUS STORE

Our physical campus store is operated by BibliU Campus, a leading provider in campus store management.

Through BibliU's Equitable Access (EA) and Inclusive Access (IA) programs, students will gain immediate access to digital course materials at the start of the course. Books available through the Equitable Access program will cost \$90 per book, per course.

The following courses in Workforce Continuing Education Services (WCES) have textbooks that fall under the Equitable Access program:

Select EMS courses, Medical Billing and Coding, Office Assistant/Health Unit Coordinator, Pharmacy Technician, and Phlebotomy.

Currently, no course textbooks fall under the Inclusive Access program.

All other textbooks not part of the Equitable or Inclusive Access programs will be available for purchase through the WCC campus store.



## HOURS OF OPERATION

**MONDAY-THURSDAY: 9 A.M.–4 P.M.**  
**FRIDAY: 9 A.M.-1 P.M.**

**Located in the first floor of the Wayne Learning Center building.**

## OPTING OUT

If you decide that you do not want to participate in Equitable Access (EA) materials, you will need to opt out at the time of registration.

## DEDICATED CUSTOMER SUPPORT

Whether it's in the campus store or online, customer service is a main priority. BibliU will have a 24/7 customer support team available to assist with any inquiries so you can have confidence in accessing your course materials.

**VISIT [SHOPWAYNECC.COM](https://shopwaynecc.com)**

# CONTACT US

## ADMISSIONS

### Receptionist Desk

919-739-6900 | [wce-reg@waynecc.edu](mailto:wce-reg@waynecc.edu)

or

**Amber Tyler, Director of WCE Admissions & Records**

919-739-6936 | [antyl@waynecc.edu](mailto:antyl@waynecc.edu)

## ALLIED HEALTH

**Joyce Hamilton-Fleming, Director**

919-739-6929 | [jahamilton-fleming@waynecc.edu](mailto:jahamilton-fleming@waynecc.edu)

## AUTOMOTIVE/CONSTRUCTION/ INDUSTRIAL/MANUFACTURING

**Todd King, Associate Dean**

919-739-6814 | [stk@waynecc.edu](mailto:stk@waynecc.edu)

## BUSINESS/COMPUTER/TEACHER TRAINING | LEISURE & RECREATION/ COMMUNITY SERVICE

### Receptionist Desk

919-739-6900 | [wce-reg@waynecc.edu](mailto:wce-reg@waynecc.edu)

## HUMAN RESOURCES DEVELOPMENT (HRD)

**Amber Tyler, Director of WCE Admissions & Records**

919-739-6936 | [antyl@waynecc.edu](mailto:antyl@waynecc.edu)

## PUBLIC SAFETY: FIRE & LAW ENFORCEMENT

**Angie Blizzard, Dean**

919-739-6801 | [asblizzard@waynecc.edu](mailto:asblizzard@waynecc.edu)

## PUBLIC SAFETY: EMERGENCY MEDICAL SERVICES

**Kimberly Boswell, Coordinator**

919-739-6893 | [kmboswell@waynecc.edu](mailto:kmboswell@waynecc.edu)

## SCHOLARSHIPS AND GRANTS

**Maxine Cooper, Occupational Extension  
Specialist**

919-739-6938 | [mcooper@waynecc.edu](mailto:mcooper@waynecc.edu)

## SMALL BUSINESS CENTER

**Esteban Guzmán, Small Business Center  
Director**

919-739-6941 | [eguzman@waynecc.edu](mailto:eguzman@waynecc.edu)

## TRANSITIONAL PROGRAMS (GED®, HS DIPLOMA)

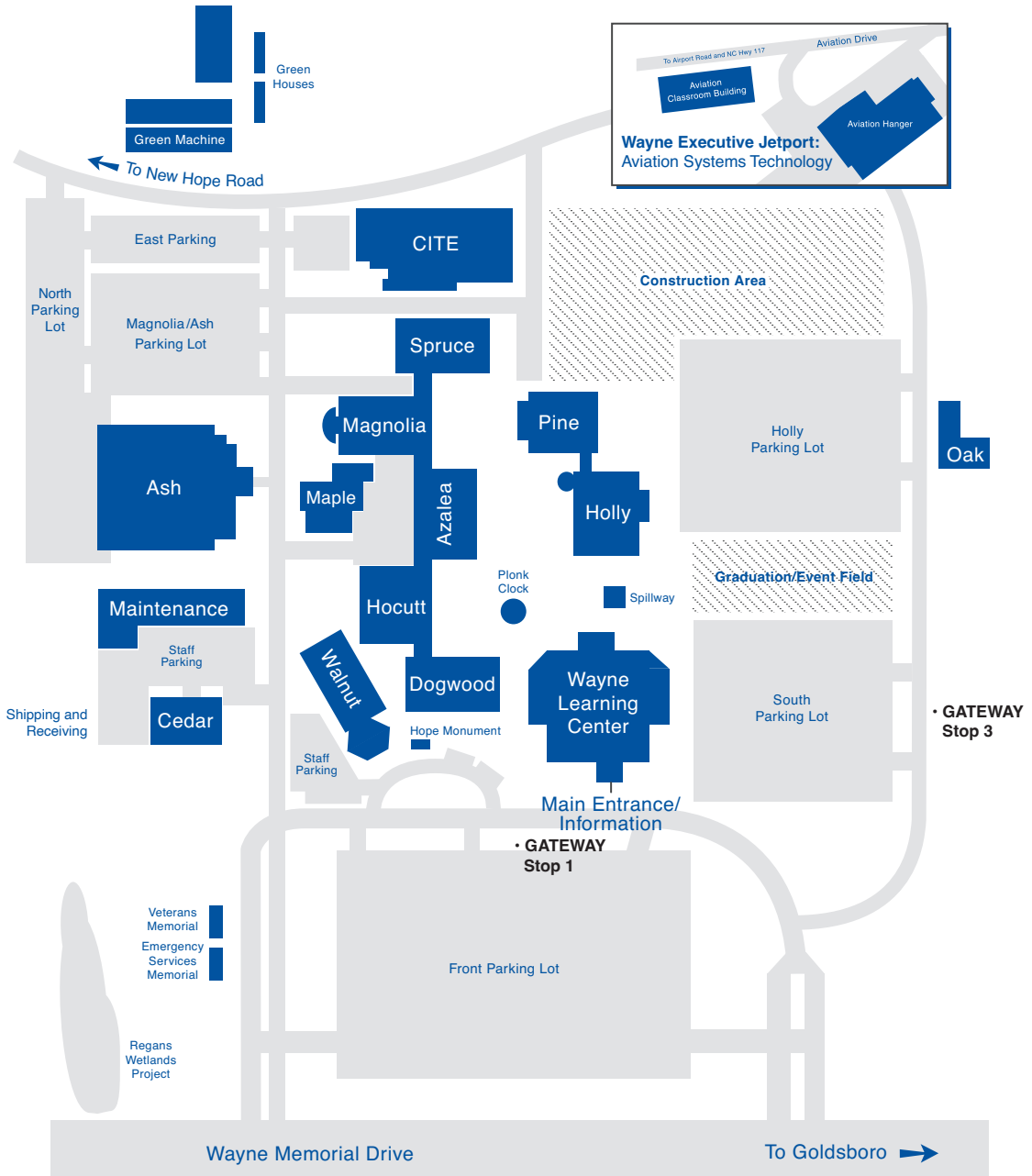
**Erica Babb, Administrative Assistant**

919-739-6908 | [ejbabb@waynecc.edu](mailto:ejbabb@waynecc.edu)

# WAYNE COMMUNITY COLLEGE

## CAMPUS MAP AND DIRECTORY

3000 Wayne Memorial Drive | Goldsboro, NC 27534 | 919-735-5151 | waynecc.edu



### WAYNE EXECUTIVE JETPORT

Aviation Department  
226 Aviation Road, Pikeville, NC 27863

### SEYMOUR JOHNSON AIR FORCE BASE EDUCATION CENTER AND LIBRARY

Curriculum and Continuing Education  
1195 Cannon Ave, Goldsboro, NC 27531