Get Trained. Get Hired.

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go.dtcc.edu/workforcedevelopment
ADVANCE TOMORROW.
ENROLL TODAY.

We are Delaware Tech. And we make the people who make Delaware. The people who feed it. Heal it. Watch over it. And build it to be better than it’s ever been before. People like you—with skills to hone, and a passion to be part of something bigger. So if you’re ready, we’re here to help you hit the ground running. Visit dtcc.edu to enroll today.
Our Mission

The Workforce Development and Community Education Division of the College provides lifelong learning opportunities for personal and professional growth for a diverse population through quality education and training programs. In addition, the Division supports economic development efforts by designing and delivering training programs that address the specific needs of local businesses and industries.

Dr. Christopher Moody, director, Workforce Development and Community Education

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Holiday Calendar

(College closed on these days)

Labor Day Holiday
Saturday - Monday, 9/5-9/7
Election Day
Tuesday, 11/3
Thanksgiving Holiday
Thursday - Sunday, 11/26-11/29
Christmas/New Year Holiday
Saturday - Sunday, 12/19/20-1/3/21

Office Hours:

Monday - Thursday
8:30 a.m. - 4:30 p.m.
Friday
8:30 a.m. - 4 p.m. (excluding holidays)

Contact Information:

Bookstore: (302) 259-6116
Registration: (302) 259-6330
Email: owens-workforcedevelopment@dtcc.edu

Abbreviation Legend

M - Monday    F - Friday
T - Tuesday    S - Saturday
W - Wednesday  Su - Sunday
R - Thursday

Information presented in this bulletin is complete and accurate at the time of printing.
## Childcare and Drones

### Professional Development

#### COURSE/PROGRAM

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*Financial assistance available through various organizations. For a complete listing and details, see page 8.

#### Childcare

**Training for Early Care and Education I**

Curriculum introduces the core competencies needed in the field of early care and education. Students will develop essential knowledge, skills, and aptitudes that can enhance young children’s development in early education settings. This course is approved through childcare licensing in Delaware and the hours can be applied toward relicensure. This is a hybrid course with both classroom and online instruction, with a training manual included in the fee. Division of Child Care Licensing now requires a high school diploma or GED in order to register. No class the week of 10/5.

Instructor: Tammy Broomall

EYD 334 2H1: 66 hours, 6.6 CEUs, Fee $299

22 sessions, 9/14-12/2, M&W, 6-9pm

*This is a hybrid course with both classroom and online instruction.

#### Drones

**Foundations of Flight**

This course is an overview of professional drone operations. Topics covered in this course include: operating systems, on different consumer and commercial aircraft, introduction to standard operating procedures for conducting drone flights, and drone mapping/modeling. You will be introduced to the information in the Federal Aviation Administration (FAA) Code of Federal Regulations (CFR) 14-Part 107 Remote Pilot Certificate with a small Unmanned Aircraft Systems (sUAS). This course will prepare you to take the Airman Knowledge test to become a commercial drone operator.

Instructor: Josh Kelly

EYF 240 2V1: 18 hrs, 1.8 CEUs, Fee $199

6 sessions, 8/6-9/10, R, 6-9pm

*This section will be held online via Zoom. Call (302) 259-6330 for technology requirements.
Intermediate Drone Operations
This course is an intermediate level introduction to professional drone operations. The course is intended for individuals who have received or are close to receiving their Code of Federal Regulations (CFR) 14-Part 107 Remote Pilot Certificate with a small Unmanned Aircraft System (sUAS). Course topics will include; advanced flight planning and modeling, will introduce students to flight operations using DJI flight simulator (dji.com/simulator), will cover an introduction to multi-UAS operations, data sharing and privacy concerns, aerial photography techniques and tips, and will conclude with an overview of geo-politics and drones in popular culture. Instructor: Josh Kelly

**EYF 241 231: 12 hrs, 1.2 CEUs, Fee $999**
4 sessions, 9/17-10/8, R, 6-9pm

Advanced Drone Operations and Simulation
This course is an advanced level professional drone operations course. The course is meant for individuals who have received their Code of Federal Regulations (CFR) 14-Part 107 Remote Pilot Certificate with a small Unmanned Aircraft System (sUAS). This course will continue to build students flight proficiency skills using DJI flight simulator (dji.com/simulator), will cover hands on flight operations and planning, Crew Resource Management (CRM) principles and activities, and real world team flight operations. Instructor: Josh Kelly

**EYF 233 260: 16 hrs, 1.6 CEUs, Fee $599**
2 sessions, 10/10-11/11, S&S, 8am-5pm

Disasters, Drones, and the Future of Public Safety
Navigate through the timeline of drone technology advancements and learn how drones are utilized in public safety and disaster relief through case studies, policy analysis, and disaster theory. Whether you are looking for ways to include drones in your operation or you want to learn more about current technologies as a potential public safety employee, this course will help you gain a better understanding of sUAS technology in relation to safety operations and how the disaster business has permanently changed through the innovation of drone technology.

**EYF 243 2Y1: 8 hrs, 0.8 CEUs, Fee $109**
4 sessions, 10/20-11/19, R, 6-8pm
*This section will be held online via Zoom. Call (302) 259-6330 for technology requirements.

Adobe Photoshop Introduction
Explore topics such as adjusting color, adding and using layers, selection tools, applying filters for different effects, and masking out sections of a picture. Intermediate-level computer skills are required. Please bring a 4GB flash drive to class. Instructor: Staff

**EYF 221 231: 15 hrs, 1.5 CEUs, Fee $159**
5 sessions, 9/15-9/29, T&R, 6-9pm

Canva for Beginners
Canva is a free graphic design tool you can use to create digital graphics for personal and professional use. This hands-on course will arm you with the tips and inspiration you need to design amazing graphics and documents. Canva offers something for everyone from social media posts to resumes. Join us and put Canva to work for you! Instructor: Cassie Gotto-White

**ENF 224 2V1: 4 hrs, Fee $45**
2 sessions, 10/7-10/14, W, 6-8pm
*This section will be held online via Zoom. Call (302) 259-6330 for technology requirements.

Adobe Lightroom
Learn to use Adobe Lightroom to take your photography to the next level. Whether you wish to grow your photography business or just want your photos to look more polished, this course will teach you the basics of cropping, adjusting exposure, removing blemishes, and more.

Instructor: Cassie Gotto White

**ENF 226 231: 4 hrs, Fee $89**
2 sessions, 9/2-9/9, W, 6-8pm

Adobe Lightroom II
Enhance your skills in Adobe Lightroom! Join us to learn advanced techniques in Adobe Lightroom to improve the quality of your pictures.

Instructor: Staff

**ENF 233 231: 4 hrs, Fee $89**
2 sessions, 9/16-9/23, W, 6-8pm

Graphic Design

Adobe Lightroom

Adobe Lightroom II

Adobe Photoshop Introduction

Canva for Beginners

Adobe Lightroom

Adobe Lightroom II

Invest in yourself, and transform your life with sales education!
For more information, call (302) 259-6364.
Interested in a career in the healthcare field?
Attend a FREE allied health information session to learn detailed information on the requirements, course content, successful course completion criteria, and funding options. Attendance at one session and placement testing is required prior to admission into an allied health program.

Call (302) 259-6330 for more details. Registration is required!

ENK 200 202: 1 hr, FREE!
1 session, 7/7, T, 10-11 am
ENK 200 232: 1 hr, FREE!
1 session, 7/7, T, 5-6 pm
ENK 200 203: 1 hr, FREE!
1 session, 8/4, T, 10-11 am
ENK 200 233: 1 hr, FREE!
1 session, 8/4, T, 5-6 pm
ENK 200 201: 1 hr, FREE!
1 session, 9/1, T, 10-11 am
ENK 200 231: 1 hr, FREE!
1 session, 9/1, T, 5-6 pm

*Prerequisite placement testing available after each information session.

Certified EKG Technician*
This course will teach students how to perform 3, 5 and 12 lead EKGs. Students will learn rhythm interpretation and to recognize and troubleshoot artifact. Upon completion of the course you will be eligible for national certification as an EKG technician.
Tuition includes textbook, exam fees, materials, BLS certification, and background check/drug screening.
Prerequisite: Attendance at an information session.
Instructor: Andrea Fletcher

Certified Clinical Medical Administrative Assistant*
This course is for someone who is interested in becoming a healthcare professional. This program will provide training to prepare students with skills to handle all aspects of the medical office setting from patient intake and scheduling in the front office, to assisting the doctor by taking vitals and drawing blood for prescribed tests. In this course, you will learn how to perform administrative duties, as well as clinical and non-clinical duties. Classes are taught in person and online lecture, student laboratory and through clinical experiences. Upon successful completion of this course, you will be able to sit for the Certified Medical Administrative Assistant (CMAA) and the Certified Clinical Medical Assistant national exam (CMAC). Tuition includes textbook, exam fee, BLS certification, supplies, and criminal background/drug screening.
No class on 11/3, 11/5, 11/26, and 1/18
Prerequisite: Attendance at an information session. Instructor: Andrea Fletcher

Certified Nursing Assistant Certificate Program*
Learn how to safely perform basic nursing skills under the supervision of a licensed nurse in a healthcare facility. Communication, observation, and documentation skills are incorporated to aid in meeting the psychological, physical and environmental needs of the patient. Following successful completion of this course, you will be qualified to take the Delaware Nurse Aid Competency Exam for certification. Tuition includes textbook, exam fee, supplies, BLS certification, and criminal background/drug screening.
Prerequisite: Attendance at an information session. No class on 11/3, 11/5, and 11/26.
Note: 1 session, BLS certification, will take place off-site.
Instructor: Elaine Reed

Certified Clinical Medical Administrative Assistant*
NEW
This course is for someone who is interested in becoming a healthcare professional. This program will provide training to prepare students with skills to handle all aspects of the medical office setting from patient intake and scheduling in the front office, to assisting the doctor by taking vitals and drawing blood for prescribed tests. In this course, you will learn how to perform administrative duties, as well as clinical and non-clinical duties. Classes are taught in person and online lecture, student laboratory and through clinical experiences. Upon successful completion of this course, you will be able to sit for the Certified Medical Administrative Assistant (CMAA) and the Certified Clinical Medical Assistant national exam (CMAC). Tuition includes textbook, exam fee, BLS certification, supplies, and criminal background/drug screening.
No class on 11/3, 11/5, 11/26, and 1/18
Prerequisite: Attendance at an information session. Instructor: Andrea Fletcher

Certified Nursing Assistant Certificate Program*
NEW
Learn how to safely perform basic nursing skills under the supervision of a licensed nurse in a healthcare facility. Communication, observation, and documentation skills are incorporated to aid in meeting the psychological, physical and environmental needs of the patient. Following successful completion of this course, you will be qualified to take the Delaware Nurse Aid Competency Exam for certification. Tuition includes textbook, exam fee, supplies, BLS certification, and criminal background/drug screening.
Prerequisite: Attendance at an information session. No class on 11/3, 11/5, and 11/26.
Note: 1 session, BLS certification, will take place off-site.
Instructor: Elaine Reed

Basic Spanish for Healthcare Professionals
NEW
This course will give you the tools to gather and convey basic information about a patient. You will learn basic vocabulary to assist with communicating with patients regarding their immediate medical situation, key words to help understand and assess the patient’s comfort, and vocabulary related to body parts and basic procedures. No class on 11/26.
Instructor: Angelica Cristancho

EYD 804 2H1: 12 hrs, 1.2 CEUs, Fee $129
6 sessions, 11/16-12/7, M&R, 5:30-7:30pm
*This is a hybrid course with both classroom and online instruction.

Certified EKG Technician*
NEW
This course will teach students how to perform 3, 5 and 12 lead EKGs. Students will learn rhythm interpretation and to recognize and troubleshoot artifact. Upon completion of the course you will be eligible for national certification as an EKG technician.
Tuition includes textbook, exam fees, materials, BLS certification, and background check/drug screening.
Prerequisite: Attendance at an information session.
Instructor: Andrea Fletcher

EYK 801 2H1: 130 hrs, 13 CEUs, Fee $2,195
22 sessions, 9/14-11/25, M&W, 8am-12pm
*This is a hybrid course with both classroom and online instruction.
*Internship to follow

Certified Clinical Medical Administrative Assistant*
NEW
This course is for someone who is interested in becoming a healthcare professional. This program will provide training to prepare students with skills to handle all aspects of the medical office setting from patient intake and scheduling in the front office, to assisting the doctor by taking vitals and drawing blood for prescribed tests. In this course, you will learn how to perform administrative duties, as well as clinical and non-clinical duties. Classes are taught in person and online lecture, student laboratory and through clinical experiences. Upon successful completion of this course, you will be able to sit for the Certified Medical Administrative Assistant (CMAA) and the Certified Clinical Medical Assistant national exam (CMAC). Tuition includes textbook, exam fee, BLS certification, supplies, and criminal background/drug screening.
No class on 11/3, 11/5, 11/26, and 1/18
Prerequisite: Attendance at an information session. Instructor: Andrea Fletcher

EYK 217 2H2 - 480 hrs, 45 CEUs, Fee $4,995
45 classroom sessions, 9/8-3/23, T&R, 9am-3:30pm
6 classroom sessions, 11/30-12/16, M&W, 12:30-4pm
*This is a hybrid course with both classroom and online instruction.
* Internship and clinical to follow

Certified Nursing Assistant Certificate Program*
NEW
Learn how to safely perform basic nursing skills under the supervision of a licensed nurse in a healthcare facility. Communication, observation, and documentation skills are incorporated to aid in meeting the psychological, physical and environmental needs of the patient. Following successful completion of this course, you will be qualified to take the Delaware Nurse Aid Competency Exam for certification. Tuition includes textbook, exam fee, supplies, BLS certification, and criminal background/drug screening.
Prerequisite: Attendance at an information session. No class on 11/3, 11/5, and 11/26.
Note: 1 session, BLS certification, will take place off-site.
Instructor: Elaine Reed

EYK 200 2H1: 180 hrs, 18 CEUs, Fee $2,595
17 classroom sessions, 10/6-12/10, T&R, 4-9:30pm
*This is a hybrid course with both classroom and online instruction.
*Internship to follow
FREE TRAINING FOR UNEMPLOYED AND UNDEREMPLOYED INDIVIDUALS

You may be eligible for free training in our Certified Clinical Medical Administrative Assistant program.

Certified Clinical Medical Administrative Assistant*     NEW

This course is for someone who is interested in becoming a busy healthcare professional. This program will provide training to prepare students with skills to handle all aspects of the medical office setting from the front office in patient intake and scheduling to assisting the doctor by taking vitals and drawing blood for prescribed tests. In this course, you will learn how to perform administrative duties, as well as clinical and non-clinical duties. Classes are taught in person and online lecture, student laboratory and through clinical experiences. Upon successful completion of this course, you will be able to sit for the Certified Medical Administrative Assistant (CMAA) and the Certified Clinical Medical Assistant national exam (CMAAC). Tuition includes textbook, exam fee, BLS certification, supplies, and criminal background/drug screening. No class on 11/3, 11/5, 11/26, and 1/18 Prerequisite: Attendance at an information session. Instructor: Andrea Fletcher

EYK 217 2H1: 480 hrs, 48 CEUs, Fee FREE!
27 classroom sessions, 9/8/2020-3/23/2021, T&R, 9am-3:30pm
6 classroom sessions, 11/30-12/16, M&W, 12:30-4pm
* This is a hybrid course with both classroom and online instruction.
* Internship and clinical to follow

This free training program was made possible by a Department of Labor grant intended to help the unemployed and underemployed. Seating is limited. Candidates must attend an information session and meet eligibility requirements. Please call (302) 259-6330 for more details.

Certified Phlebotomy Technician*

This course is certified by the American Society of Phlebotomy Technicians (ASPT). Students are trained to perform a variety of blood collection methods using proper techniques and precautions. Classes are taught in person and online lecture, student laboratory and through clinical experiences. ASPT certification exam will be administered at the conclusion of the program. Tuition includes textbook, exam fee, supplies, BLS certification, and criminal background/drug screening. No class on 9/7. Prerequisite: Attendance at an information session. Instructor: Andrea Fletcher

EYK 214 2H1: 200 hrs, 20 CEUs, Fee $2,999
30 classroom sessions, 8/12-11/25, M&W, 12:15-4:15pm
*This is a hybrid course with both classroom and online instruction. *Clinical to follow

Dental Assistant*

Dental assistants greatly increase the efficiency of the dentist in the delivery of quality oral health care and are valuable members of the dental care team. If you have strong communication skills, enjoy working with your hands as well as your mind and want a career with responsibility, dental assistant is for you. Classes are taught in person and online lecture, student laboratory and internship experience. Upon successful completion of DANB Radiation Health and Safety (RHS) exam, you will achieve the Delaware State Radiology Certification. No class from 12/21 – 1/3 and 1/18. All textbooks, exam fees, supplies, BLS certification, and criminal background/drug screening included. Prerequisite: Attendance at an information session. Instructor: Staff

EYK 581 2H1: 200 hrs, 20 CEUs, Fee $3,995
41 classroom sessions, 10/19-3/29, M&W, 5:30-8:30pm
*This is a hybrid course with both classroom and online instruction. *Clinical to follow

* Courses with an internship and clinical hours; may vary according to the site for this portion of the course.
Emergency Medical Technician – Basic Certification Course*

The EMT-Basic Certificate Course represents the first response of the emergency medical system. Be prepared to care for patients at the scene of an accident and transport patients by ambulance to the hospital under the direction of more highly trained medical personnel. Learn basic emergency skills to assess a patient’s condition and manage respiratory, cardiac, and trauma emergencies. This course combines online training and classroom instruction that includes hands on learning. Participants will be required to schedule ambulance ride-along outside of regular class hours. Tuition includes eBooks, supplies, and CPR certification. Does not include $70 exam fee, or $10 State of DE certification fee. This course is approved by the State of Delaware Office of Emergency Medical Services and the National Registry of Emergency Medical Technicians. Prerequisite: Attendance at the Emergency Medical Technician - Basic Certification Course-Orientaion. Registration required by 9/18.

**ENK 290 231: 1 hr, FREE!**
1 session, 9/9, W, 6-7pm

**Home Health Aide**

Home health and personal care aides help elderly, disabled, and ill persons in their own homes instead of being in a healthcare facility. Most aides work with elderly or disabled clients who need more extensive care than family or friends can provide. This program focuses on anatomy, stages of human development, preventing the spread of infectious disease, special client needs, transfers and ambulation, safety and body mechanics, maternal and infant care, and much more. Tuition cost includes textbook, supplies, and CPR.

**EYK 551 2H1: 80 hrs, 8.0 CEUs, Fee $925**
17 classroom sessions, 10/6-12/10, T&R, 4-9:30pm
Note: 1 session, BLS certification will take place off-site
*This is a hybrid course with both classroom and online instruction.

*Courses with an internship and clinical hours; may vary according to the site for this portion of the course.

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Do you want to go to school, but don’t think you can afford it?
Financial assistance options:

**Delaware Department of Labor**
Check if you qualify for financial assistance through the One-Stop office in Georgetown by calling (302) 856-5230.

**Blue Collar Funding**
Delaware Tech has special funding from the Delaware Workforce Development Board for general maintenance and HVAC programs. The assistance includes tuition and other related expenses. Call (302) 259-6384 for more information.

**Scholarships**
You may qualify to apply for the Job Skills Training Scholarship, Building Trades Scholarship, and other scholarships offered by Delaware Tech and our community partners. Call (302) 259-6330 for more information.

**Tuition Assistance for Veterans**
Many courses are qualified for veterans funding using the GI Bill. If you have VA funding or need assistance applying for VA funding, please contact the Veterans and Service Members Counselor at (302) 259-6073 for any questions.
Patient Care Technician*

The Patient Care Technician program will prepare students to have multiple credentials in one of the fastest-growing areas in health care today. This program is the benchmark for you to become trained in Certified Nursing Assistant, Phlebotomy Technician, EKG Technician, and Patient Care Technician. Tuition includes textbooks, exam fees, BLS certification, supplies, and background check/drug screening.

EYK 203 2B1: 550 hrs, 58 CEUs, Fee $5,590
For more information, call (302) 259-6364 or email Jillian Whitney at jillian.whitney@dtcc.edu

Polysonmographer (Sleep) Technician Certificate

This program prepares you to work as trainees with sleep technologists in the performance of diagnostic sleep studies that are required for the evaluation and treatment of sleep disorders. Sleep recordings are made during the patient’s usual sleep hours; techs may work during the night usually in 10-12 hour shifts. This program was developed in accordance with the American Academy of Sleep Medicine (AASM) and with the Board of Registered Polysonmographic Technologists (BRPT). Together with the recommended work experience and completion of the 14 AASM A-STEP self-study modules, this course will prepare you to sit for the Registered Polysonmographic Technician (CPSGT) exam. Tuition includes textbooks and BLS certification. Prerequisite: Attendance at an Information Session.

EYK 202 2H1 - 120 hrs, 1.2 CEUs, Fee $3,545

Hospitality

Professional Bartending

Learn actual mixing/presentations, glassware identification, drink recipes, proper etiquette, appearance, and professional handling of situations. Must complete six out of eight sessions to receive a certificate. Must be at least age 21. Students will be responsible for their own transportation. Textbook included in tuition. Instructor: Frank Dubinski

EYD 206 271: 24 hrs, 2.4 CEUs, Fee $325

ServSafe Food Safety Program for Managers

Delaware law requires the Person-in-Charge (PIC) to demonstrate Food Safety knowledge in order to comply with the Food Code. The ServSafe® Food Protection Manager Certification meets that requirement. There must be someone with this certification present at all times at a facility. The ServSafe Food Safety Program for Managers provides food safety training, exams and educational materials to foodservice managers. Earn the ServSafe Food Protection Manager Certification, accredited by the American National Standards Institute (ANSI)-Conference for Food Protection (CFP). Learn to implement essential food safety practices and create a culture of food safety. Program includes the latest FDA Food Code, food safety research, and years of food sanitation training experience. Textbook and exam included. Instructor: Chef Bonnie Aronson, CEC

EYD 583 201: 8 hrs, .8 CEUs, Fee $199

2 sessions, 9/21-9/28 M, 9-1pm

EYD 583 202: 8 hrs, .8 CEUs, Fee $199

2 sessions, 11/2-11/9, M, 9-1pm
Do you want to know more about the IT courses we offer? Are you uncertain about which technical course fits your needs and your knowledge level?

Use our rating chart below to help you select the appropriate type and level computer course to meet your needs.

- **Little or no computer/internet experience.**

- **Limited keyboarding, computer, or internet experience and knowledge of Windows or a *yellow* level course.**

- **Keyboarding skills and experience with specific software and Windows 7 or higher or equivalent skills and completion of a *orange* level course. Intermediate knowledge or higher of Microsoft Office applications and comfortable with navigating online.**

- **Working knowledge of specific software and Windows 7 or higher file management skills or completion of a *red* level course. Thorough knowledge of computer applications, navigating online, and learns new technical processes with ease.**

For more information or course placement, contact Kara Funkhouser at (302) 259-6366 or kfunkhou@dtcc.edu.
Professional Development

Comp TIA Network+
Comp TIA Network+ is a vendor neutral networking certification that is trusted around the world. It validates the essential knowledge and skills needed to confidently design, configure, manage and troubleshoot any wired and wireless networks. CompTIA Network+ certified individuals are in-demand worldwide. Network+ is a certification that verifies the certified individual has the skills and knowledge needed to take on a pivotal role in building, managing, and protecting the critical asset that is the data network. Recommended as a first professional-level certification, Network+ can prepare you for jobs as a Network Administrator, Technician or Installer. Students will be fully prepared to sit for the CompTIA Network+ Certification exam. Exam fee is not included. No class on 11/11.
Instructor: Taylor Earley

EYD 223 2V1: 84 hrs, 8.4 CEUs, Fee $995
Online, 28 sessions, 9/9-12/16
*This section will be held online via Zoom. Call (302) 259-6330 for technology requirements.

Microsoft Teams
Teamwork requires clear collaboration. Learn how Microsoft Teams can transform your work environment and improve communication on all levels. Learn how to create and utilize this chat-based collaboration product to share work sites for Excel, Powerpoint, Word, OneNote, and more. Understand the use and navigation of Channels, Connectors, Tab and Bots. Discover workflows to improve efficiency and productivity.
Instructor: Dave Tober

EYF 234 2H1: 6 hrs, .6 CEUs, Fee $75
3 sessions, 9/10-9/24, R, 7-9pm
*This is a hybrid course with both classroom and online instruction.

Microsoft Excel Automation for Professionals
NEW
Students will learn how to work smarter with the basics of VBA (Visual Basic for Applications) and how to write macros to automate repeated and logic-based tasks. This class will help you develop and strengthen visual presentations of data and teach you how to link charts, graphs and pivot tables. You will discover data control methods and set up connections to live data sources in other programs.
Instructor: Dave Tober

EYF 232 2H1: 6 hrs, .6 CEUs, Fee $75
3 sessions, 10/6, 10/8, 10/15, 7-9pm
*This is a hybrid course with both classroom and online instruction.

Introduction to Computers
Whether it’s for business or home, how does your computer operate? Develop confidence using the mouse, review common computer terminology, practice basic functions in Microsoft Word, Excel, and PowerPoint and explore the internet. Learn about files and folders, creating, saving and printing documents. Builds a foundation for continued computer use. Mouse and keyboard experience is helpful.
Instructor: Staff

EYF 201 231: 24 hrs, 2.4 CEUs, Fee $119
8 sessions, 9/15-11/3, T, 5:30-8:30pm

Microsoft Excel Basics
This course is for students who need to learn excel for their working environment or their own interests. The course covers basics such as performing calculations, modifying worksheets, and printing and managing workbooks. Textbook is included in tuition. Prerequisite: Must have computer basics and word processing skills before taking this course.
Instructor: June Mcgroary

EYF 242 2H1, 6 hrs, .6 CEUs, Fee $75
3 sessions, 11/5-11/19, 7-9pm
*This is a hybrid course with both classroom and online instruction.

Share Point Basics
Learn how to utilize this content management system to improve collaboration within your business. Find out how to share, manage, and organize business documents, explore social features to improve communication and learn best practice techniques to organize content, customize sites, and stay on top of work projects.
Instructor: Dave Tober

EYF 242 2H1, 6 hrs, .6 CEUs, Fee $75
3 sessions, 11/5-11/19, 7-9pm
*This is a hybrid course with both classroom and online instruction.

Zoom 101
NEW
Learn how to virtually communicate online! Feel more confident setting up online meetings and teaching online classes. This course will show you how to navigate creating your profile, settings and sending invites. Security concerns will also be addressed.
Instructor: Staff

EYF 238 231: 2 hrs, .2 CEUs, Fee $25
1 session, 11/17, T, 6-8pm

Information Technology

Microsoft Excel Level II
This course builds upon Microsoft Excel Basics and will help you create more advanced workbooks and worksheets. The course covers: customizing the excel environment, creating formulas, analyzing data by using functions and conditional formatting, among other advanced functions. Textbook included in tuition. Prerequisite: Students must have basic knowledge of Excel basics and computer and word processing skills before taking this course.
Instructor: June Mcgroary

EYF 826 2V1: 12 hrs, 1.2 CEUs, Fee $169
4 sessions, MTWR, 9/28-10/1, 6-9pm
*This section will be held online via Zoom. Call (302) 259-6330 for technology requirements.

(302) 259-6330 | Search classes and register online at go.dtcc.edu/workforcedevelopment
Language

For more language offerings, see page 50.

Basic Survival Sign Language

Did you know that American Sign Language (ASL) is the third most frequently used language in America? This course will focus on learning “basic survival” conversational ASL. Learn the manual alphabet, numbers, colors, and over 400 signs in ASL. Discuss deaf culture, cultural norms, and etiquette introducing oneself using ASL. By the end of this course, you will be able to utilize basic ASL to communicate with people who are deaf. Textbook available in college bookstore.

Instructor: Staff

EYD 544 2V1: 20 hrs, 2.0 CEUs, Fee $235
10 sessions, 11/9-12/9, M&W, 5:30-7:30pm
*This section will be held online via Zoom. Call (302) 259-6330 for technology requirements.

Spanish I

Learn practical conversational skills to communicate effectively at your work or in other situations. Basic grammar, vocabulary, and common phrases covered. You will be expected to participate and practice speaking Spanish in class. Textbook available in the college bookstore.

Instructor: Angelica Cristancho

EYD 271 2V1: 12 hrs, 1.2 CEUs, Fee $129
Online, 6 sessions, 7/29-9/14, W, 5:30-7:30pm
*This section will be held online via Zoom. Call (302) 259-6330 for technology requirements.

Spanish II

Increase knowledge of Spanish. Continue to focus on improving vocabulary for use in day to day situations and develop verbal ability. Textbook available in the college bookstore.

Instructor: Angelica Cristancho

EYD 272 2H1: 12 hrs, 1.2 CEUs, Fee $129
6 sessions, 9/8-10/13, T, 5:30-7:30pm
*This is a hybrid course with both classroom and online instruction.

Spanish III

Continue to build on knowledge of Spanish. Focus on improving vocabulary for use in day-to-day situations and develop verbal ability. Textbook available in college bookstore. No class 11/4 and 11/11.

Instructor Angelica Cristancho

EYD 291 2H1: 12 hrs, 1.2 CEUs, Fee $129
6 sessions, 10/21-12/9, W, 5:30-7:30pm
*This is a hybrid course with both classroom and online instruction.

Spanish IV

Increase your understanding of the Spanish language online! Practice with conversations, translation exercises, and learn intermediate grammar concepts. Some previous study of the Spanish language suggested.

Instructor: Karen Hurley

EYD 286 2V1: 12 hrs, 1.2 CEUs, Fee $129
6 sessions, 8/4-9/14, W, 5:30-7:30pm
*This section will be held online via Zoom. Call (302) 259-6330 for technology requirements.

Essential Spanish for Travelers

Are you planning a trip to a Spanish speaking country but want to guarantee you will be able to comfortably navigate your adventure and relax on your next vacation? Learn basic communication skills for traveling, such as vocabulary specific to airports, restaurants, hotels, shopping, and emergency situations. This course gives you tools to greet, ask, answer and share basic things in Spanish.

Instructor: Angelica Cristancho

EYD 806 2H1: 12 hrs, 1.2 CEUs, Fee $129
6 sessions, 9/16-10/13, M&R, 5:30-7:30pm
*This is a hybrid course with both classroom and online instruction.

Basic Spanish for Healthcare Professionals

This course will give you the tools to gather and convey basic information about a patient. You will learn basic vocabulary to assist with communicating with patients regarding their immediate medical situation, key words to help understand and assess the patient’s comfort, and vocabulary related to body parts and basic procedures. No class on 11/26.

Instructor: Angelica Cristancho

EYD 804 2H1: 12 hrs, 1.2 CEUs, Fee $129
6 sessions, 11/16-12/7, M&R, 5:30-7:30pm
*This is a hybrid course with both classroom and online instruction.

Spanish for Office Professionals

Learn practical Spanish conversation skills for use in business settings. Ideal for professionals interested in improving their interactions with Spanish speaking customers, coworkers and business contacts. Textbook included in tuition.

Instructor: Karen Hurley

EYD 805 2V1: 8 hrs, 0.8 CEUs, Fee $109
Online, 4 sessions, 10/20-11/10, T, 5:30-7:30pm
*This section will be held online via Zoom. Call (302) 259-6330 for technology requirements.
Professional Careers and Certifications

Professional Careers and Certifications

Bookkeeper Certification Course

Are you good with details and numbers? This certificate program is designed for people to learn the skills needed to be an entry level bookkeeper. Learn general ledger entry, preparation and reconciliation of financial statements, review common computer programs and be prepared to take the National Bookkeeper exam on the last day of class. Tuition includes the exam fee. Textbook is available in the college bookstore. No class on 11/5 and 11/26.
Instructor: Svetlana Kazlova
EYD 212 2H1: 36 hrs, 3.6 CEUs, Fee $599
12 sessions, 9/10-12/10, R, 6-9pm
*This is a hybrid course with both classroom and online instruction.

Forklift Operation/Safety Certification Training Program

Designed to meet OSHA standards by providing students with the safety and operational knowledge as well as the skills required to operate a forklift safely. Each participant will be required to capably operate a forklift and demonstrate practical operational skills.
Instructor: Frank Walker
EYP 203 261: 4 hrs, .4 CEUs, Fee $149
1 session, 11/7, S, 9am-1pm

General Pest Control Test Prep Course

This prep course will prepare you for the general pest control certification test. You will review the fundamentals of (IPM) integrative pest management, pesticide measuring and mixing techniques and how to understand pesticide instructions. The course will provide study guidance for topics including: pest management in various business environments and necessary precautions, identification of pesticides and use of equipment, techniques to prevent pesticide drifts during application, how to prevent water contamination and identification and treatment of various insects, rodents, and pest vertebrae. This course is designed for techs who are already in the pest control field. Textbook not included.
Instructor: Staff
EY1 821 261: 3 hrs, 0.3 CEU’s, Fee $39
1 session, S, 9/12, 1-4pm
EY1 821 262: 3 hrs, 0.3 CEU’s, Fee $39
1 session, S, 11/7, 9am-noon

Termite Pest Control Test Prep Course

This prep course will prepare you for the termite pest control certification test. You will review the standards for certification, federal and state regulations, and measuring and mixing techniques for pesticides and how to understand pesticide instructions. This class will provide study guidance for topics including: identification and colony structure of subterranean termites and other wood-boring insects, termite prevention, pesticide application and control, as well as identification and use of equipment. This course is designed for techs who are already in the pest control field. Textbook not included.
Instructor: Staff
EY1 822 261: 2 hrs, .2 CEU’s, Fee $29
1 session, S, 9/12, 9-11am
EY1 822 262: 2 hrs, .2 CEU’s, Fee $29
1 session, S, 11/14, 9-11am

How to Make Telecommuting Work for Your Business

Are you new to working at home and need to learn how to hire and manage employees from a remote location? Are you looking for new telework opportunities but do not know where to start or how to create a plan to manage your time? Learn how to successfully improve your business or transform your career! Acquire tips on how to lead your team online versus in person. Become more comfortable with working outside the office!
EYC 234 2W1: 8 hrs, .8 CEUs, Fee $79
Online, 4 sessions, 7/6-7/31
*This section will be held online via Zoom. Call (302) 259-6330 for technology requirements.

Leading Your Team Through Crisis and Transition

Maintaining a positive outlook and improving work relationships are vital parts of being an effective leader during these challenging times. Developing emotional intelligence and learning how to create a framework to lead your team through transition are essential to future success. Learn how to manage your emotions, enhance communication, lead change initiatives and how to handle change resistance within your organization.
Instructor: Staff
EYD 814 2V1: 6 hrs, .6 CEUs, Fee $75
Online, 3 sessions, W, 9/30-10/14, 6-8pm
*This section will be held online via Zoom. Call (302) 259-6330 for technology requirements.
Interpreter 101: Introduction to Interpreting

Interpreters facilitate communication between speakers of different languages by interpreting and translating both verbal and written messages from one language into another. Join us in this introductory course to learn the building blocks of interpreting, including analyzing, summarizing, and listening comprehension skills. Learn about the different settings which interpreters work such as courtroom, medical, and business conference. You will leave this course learning the beginning phases of how to become an interpreter. You must be fluent in English and another spoken language.

Instructor: Staff

EYD 506 2V1: 12 hrs, 1.2 CEUs, Fee $189
6 sessions, 10/12-11/16, M, 6-8 pm
*This section will be held online via Zoom. Call (302) 259-6330 for technology requirements.

Quickbooks Pro Basics

This course provides you with a basic foundation of understanding and using QuickBooks desktop version. Upon successful completion of this course, you will be able to set up a company, work with lists, set up inventory, sell your product, invoice for service, process payments, work with bank accounts, enter and pay bills, and use the Easy Step interview. Textbook included in tuition. Prerequisite: You must have computer basics and word processing skills before taking this course. Instructors: June McGroary

EYF 521 2V1: 12 hrs, 1.2 CEUs, Fee $189
Online, MTWR, 10/26-10/29, 6-9pm
*This section will be held online via Zoom. Call (302) 259-6330 for technology requirements.

QuickBooks Certification Course

In this certification course, students will enhance their professional skills by learning Quickbooks online version. Upon successful completion of this course, you will be able to set up a company’s inventory, ledger, payroll setup and processing, invoice for services, credit card purchases and reconciliations, process payments, work with bank reconciliations, enter and pay bills, and the creation of monthly financial report packaging including balance sheets and income statement monthly financial report. Be prepared to take the national Quickbooks exam the last night of class. Textbook and exam fee included in tuition. No class on 11/3.

Instructor: Svetlana Kozlova

EYF 245 2H1: 36 hrs, 3.6 CEUs, Fee $649
12 sessions, 9/8-12/1, T, 6-9 pm
*This is a hybrid course with both classroom and online instruction.

Workplace Survival Skills

Attitude, communication, and human relations are the keys to surviving in today’s challenging, competitive, and uncertain workplace. It is essential for employees to communicate in a professional manner, maturely deal with conflict, and behave in a fair and ethical manner. Gain essential professional skills in the workplace and help yourself move up the career ladder. Modules include: workplace goal setting, ethics and your career, time management, conflict management, and interpersonal skills at work. This is an online course but the last class will meet in person.

Instructor: Staff

EYD 809 2V1: 10 hrs, 1.0 CEUs, Fee $99
Online, 5 sessions, 9/29-10/27, T, 6-8pm
*This section will be held online via Zoom. Call (302) 259-6330 for technology requirements.

Security Guard Exam

This exam is required by the State of Delaware for all current security guards and new hires. Students will be required to pass with a minimum of 75% to receive certification. This test must be taken every five years to maintain licensure. Must bring a driver’s license and your training certificate.

TND 358 201-204: 205 - 2 hrs, Fee $49
Exams are administered from 2:30-4:30 pm on specific Wednesdays: 9/23 * 10/21 *11/18 * 12/9

TND 358 231-234: 235 - 2 hrs, Fee $49
Exams are administered from 6-8pm on specific Wednesdays: 9/2 * 10/7 * 11/4 * 12/2
Turbo Tax for Personal Tax Filing
Do you want to learn how to file your taxes on your own through an easy and secure online site? This course will show you how simple it is to make the transition. You will learn about quick differences between filing statuses, earned income credit, and filing with dependents among other major filing topics. Come to class with your tax documents ready to start the process.
Instructor: Svetlana Kazlova
EYF 235 2H1: 3 hrs, 0.3 CEUs, Fee $49
1 session, 11/14, S, 9am-noon
*This is a hybrid course with both classroom and online instruction.

Turbo Tax for Business Owners
Are you a business owner who wants to learn how to file business taxes online? This course will show you how simple it is to file online through an easy and secure site. You will learn the differences between various business entities and how it relates to tax reporting, ways to maximize your deduction, and income recognition strategies among other essential information. Come to class with your tax documents ready to start the process.
Instructor: Svetlana Kazlova
EYF 236 2H1: 3 hrs, .3 CEUs, Fee $49
1 session, 11/14, S, 1-4pm
*This is a hybrid course with both classroom and online instruction.

Virtual Assistant
This course is designed as an introduction to becoming a Virtual Assistant by developing an understanding of the fundamentals of becoming a virtual assistant. These include how to identify your client and the services you provide, an overview of the online tools and processes to implement, how to price and market your services, and how to land clients.
Instructor: Staff
EYD 287 2V1: 24 hrs, 2.4 CEUs, Fee $249
Online, 9/21-10/17
*This section will be held online via Zoom. Call (302) 259-6330 for technology requirements.

Real Estate
Real Estate Pre-Licensing Course Info Night
Come join us for a free detailed info session on the requirements, course content, and what is expected to successfully complete the Real Estate Pre-Licensing Course. Registration required. Instructor: Harry Wooding
ENL 201 231: 2 hrs, FREE!
1 session, 8/4, T, 6-8pm

Real Estate Pre-Licensing Course
This course prepares you for the Delaware real estate sales licensing examination. Course consists of two distinct sections: real estate principles and law. Students may be required to take real estate mathematics. A math challenge exam will be given the first night of class to determine if you are exempt. Successful completion meets the Delaware real estate education requirements. Textbooks in college bookstore. Please bring a three-ring binder to class. No class on 11/3 and 11/5. Approved by the DE and MD real estate commissions. Instructors: Harry Wooding and Ken Feaster
EYL 200 231: 76 hrs, 7.6 CEUs, Fee $799
19 sessions, 9/1-11/10, T&R, 6-10pm

Real Estate Law
The law portion of the real estate pre-licensing course provides the prospective sales person with a working knowledge of federal/state laws/ regulations affecting the profession. Helpful for agents licensed in other states who wish to become licensed in Delaware. Textbook in college bookstore. Please bring a three-ring binder to class. No class on 11/3 and 11/5. Approved by the DE and MD real estate commissions. Instructor: Ken Feaster
EYL 202 231: 32 hrs, 3.2 CEUs, Fee $249
8 sessions, 10/8-11/10, T&R, 6-10pm

Real Estate Mathematics
Provides prospective sales persons with a working knowledge of real estate mathematics. Required for students in real estate pre-licensing course who do not pass the math exemption test. Successful completion meets the real estate education requirements for math in Delaware. Textbook in bookstore. Approved by the DE and MD real estate commissions. Approved for VA benefits. No class 11/26.
Instructor: Carol Bunting
EYL 203 231: 28 hrs, 2.8 CEUs, Fee $209
7 sessions, 11/12-12/8, T&R, 6-10pm
Social Media

Social Media Courses will be held in a hybrid format with both classroom and online instruction.

Social Media Certificate

Keep pace with one of the fastest moving mediums by effectively using social media to market your business. This certificate is designed for small business, non-profit, big business and everyone in between! The skills learned in class can be applied immediately in the workplace or to market a small business. All six classes listed below must be attended in order to achieve a certificate. Pre-requisite: you must open an account in each platform prior to the start of class. Class time will not be spent creating accounts.

* Certificate includes Social Media Strategy, Facebook for Business, Twitter-Tweet Your Way to Success, Leveraging the Power of LinkedIn to Market Your Business, Social Media Plan, and Pinterest, Instagram and More! Instructor: Courtney Hastings

**EYF 217 2H1: 18 hrs, 1.8 CEUs, Fee $329**
6 sessions, 9/12, 9/19, 10/3, S, 9am-noon and 1-4pm

Social Media Strategy

Looking to reach potential customers? Social media is one of the most influential and cost effective outlets for small businesses. In this course we will discuss the basics of blogging, LinkedIn, Twitter, Pinterest, and Instagram. Learn how to strategically incorporate these marketing methods into your marketing plan in ways that save you and your employees time.

Instructor: Courtney Hastings

**EYF 222H1: 3 hrs, .3 CEUs, Fee $59**
1 session, 9/12, S, 9am-noon

Facebook for Business

Social media is critical to business success. As the largest social media platform, Facebook is the starting place for conversations leading to business. Your company can no longer afford not to be part of the online conversation and sales. Learn the latest tools, which includes Facebook Live, to discover how Facebook can increase engagement, influence and sales. This workshop will provide the information you need to develop a powerful and lasting online brand for your business on Facebook.

Instructor: Courtney Hastings

**EYF 212 2H1: 3 hrs, .3 CEUs, Fee $59**
1 session, 9/12, S, 1-4pm

Twitter - Tweet Your Way to Success

Twitter is one of the easiest social media tools; however it can be overwhelming and confusing. This workshop will focus on how to create and polish a personal and business Twitter account. You will unravel the mystery of Twitter language, find content that gets liked and retweeted, uncover common Twitter mistakes, and learn strategies to promote a business.

Instructor: Courtney Hastings

**EYF 209 2H1: 3 hrs, .3 CEUs, Fee $59**
1 session, 9/19, S, 9am-noon

Pinterest, Instagram, and more!

It is important to identify the functionality differences of each platform and determine which are best suited for your company’s success. This class will provide a brief overview on Pinterest, Instagram, and other social media platforms that continue to trend. This class will be a lecture format with no time spent on personal platforms.

Instructor: Courtney Hastings

**EYF 224 2H1: 3 hrs, .3 CEUs, Fee $59**
1 session, 9/19, S, 1-4pm

Leveraging the Power of LinkedIn to Market Your Business

LinkedIn can be a powerful tool to market your business when utilized properly. Discover and develop strategies to gain exposure, build relationships, create engagement, and maximize your brand presence on this social media platform through the use of both your personal profile and your company page.

Instructor: Shelley Hastings

**EYF 554 2H1: 3 hrs, .3 CEUs, Fee $59**
1 session, 10/3, S, 9am-noon

Social Media Plan – Putting Your Plan into Action

Every customer-facing business or organization needs to have a social media presence today, but success is only achieved through a social media plan. This course will prepare you to build a social media plan.

Instructor: Courtney Hastings

**EYF 225 2H1: 3 hrs, .3 CEUs, Fee $59**
1 session, 10/3, S, 1-4pm
Save the Date

MARCH 4, 2021

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- Career and Hospitality
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- Industrial and Skilled Trades
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## Certification and Exam Prep

Regulatory approvals listed here are for the State of Delaware only. Specific details for DE, MD, NJ, PA, and VA regulatory course approvals are listed in each course description.

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## ENVIRONMENTAL TRAINING CENTER

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(302) 259-6330 | Search classes and register online at go.dtcc.edu/workforcedevelopment
## Environmental Regulatory Approvals

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## Lunch and Learn: Emerging Issues Webinar Series – NEW

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Environmental Certification and Exam Prep

For tuition assistance, call (302) 259-6384.

Environmental Certification and Exam Prep

Base Level Water Operators Course

This entry level course prepares students for the state certification exam. Students will learn: basic water system operator responsibilities, water sources and treatment, math, pumps, disinfection, lab procedures, and safety. Textbooks are available in the campus bookstore. Instructors: Kevin Burdette and Tom Herholdt

Approvals: DE Water Ops-D. DE Well Drillers. MDE #2451-02-03, 57 (1.5x), MD Lic. PE’s. NJ-07-040612-10.

EYI 237 2H1: 57 hrs, 5.7 CEUs, Fee $449
19 sessions, 8/4-12/15, T, 6-9pm

*This is a hybrid course with both classroom and online instruction.

Wastewater Operator Certification Review, Level I

This entry level course is designed for individuals interested in wastewater treatment field. This course prepares students for the state certification exam. Students will learn: basic wastewater systems operator responsibilities, fundamentals of treatment processes, math, pumps, lab procedures, regulatory requirements and safety. Textbooks are available in the campus bookstore. Instructor: Jeff Deats

Approvals: DE WW Ops-D. DE Onsite Lic. A,B,C,D,E,F,H,I. MDE #1395-96-07 (1.5x) WW 1-6,S; IW 2-5, MD Lic. PE’s. NJ-07-040609-20. VA WWOPS.

EYI 201 2H1: 48 hrs, 4.8 CEUs, Fee $395
16 sessions, 8/27-12/17, R, 6-9pm

*This is a hybrid course with both classroom and online instruction.

Wastewater Operator Certification Review, Level II & III

Take this course to prepare at a more advanced level for the state certification exam. Some of the topics covered include: advanced wastewater treatment processes, treatment ponds, sludge digestion, disinfection, and reuse. Textbooks are available in the campus bookstore. Instructor: Richard Plack


EYI 235 2H1: 42 hrs, 4.2 CEUs, Fee $369
14 sessions, 9/14-12/14, M, 6-9pm

*This is a hybrid course with both classroom and online instruction.

Wastewater Operator Certification Review, Level IV

This course prepares operators for the state certification exam. Topics include: management, budgeting, and advanced wastewater treatment to include odor control and industrial wastewater. Textbooks are available in the campus bookstore. Instructor: Steve Rohm


EYI 271 2H1: 3 hrs, .3 CEUs, Fee $85
1 session, 10/7, W, 5:30-8:30pm

*This is a hybrid course with both classroom and online instruction.

Disinfection Course

This intermediate level course prepares the student for the State of Delaware Water Operator Certification Examination regarding disinfection systems. Topics include: chlorine gas, hypochlorination, chloramines, ozone, chlorine dioxide, UV, bromine, iodine, and regulations. Textbooks available through campus bookstore. Instructor: James Craig

Approvals: DE Water Ops-D. MDE #5713-15-04, 30.0 (x1.5), ALL WT, WD; P. MD Lic. PE’s. NJ-07-040617-10.

EYI 533 2H1: 7 hrs, .7 CEUs, Fee $199
1 session, 10/7, W, 8:30-4:30pm

*This is a hybrid course with both classroom and online instruction.

For tuition assistance, call (302) 259-6384.
Technical Training

Preparation Review for NATE (North American Technician Excellence) HVAC Industry Certification Exam: Hydronics

Master the key concepts required to pass industry standard hydronic examination. Knowledge preparation includes: review of Introduction to hydronic heating, boilers, near-boiler piping system components, piping systems, controls, pumps, installation & maintenance, and fossil fuel-fired hydronic systems. Upon successful completion of the course, students may contact the DTCC Testing Center to schedule exam. Textbook available through campus bookstore.
Instructor: Paul Sichau
EYI 826 2H1: 15 hrs, 1.5 CEUs, Fee $265
2 sessions, 10/17, 10/24, S, 8am-5pm
*This is a hybrid course with both classroom and online instruction.


Master the key concepts required to pass industry standard commercial refrigeration examination. Knowledge preparation includes: review of electrical fundamentals, refrigeration fundamentals, refrigeration equipment, refrigeration components, regulations, code and design, installation, service and maintenance, and large commercial refrigeration systems. Upon successful completion of the course, students may contact the DTCC Testing Center to schedule exam. Textbook available through campus bookstore.
Instructor: Paul Sichau
EYI 827 2H1: 15 hrs, 1.5 CEUs $265
2 sessions, 10/31-11/7, S, 8am-5pm
*This is a hybrid course with both classroom and online instruction.

Water Operator Filtration Endorsement Course for Sand/Greensand Filtration, Reverse Osmosis, Ion Exchange, Activated Carbon

This is an intermediate level course that prepares the student for the State of Delaware Water Operator Certification Exam for filtration systems. Topics include: sand filtration, diatomaceous earth, cartridge filtration, micro-filtration, ultra-filtration, reverse osmosis, greensand filters, ion exchange, activated carbon, and activated alumina. Textbooks available through campus bookstore.
Instructor: Steve Rohm
Approvals: DE Water Ops-D. MDE # 5711-15-04, 30.0 (x1.5), ALL WT, WD; P. MD Lic. PE's. NJ-07-040615-10.
EYI 276 2H1: 30 hrs, 3.0 CEUs, Fee $339
6 sessions, 11/4-12/9, W, 9am-3pm
*This is a hybrid course with both classroom and online instruction.

Class F Wastehaulers Onsite License Preparation Course

This course will prepare students to pass the state licensing exam for Class F Wastehaulers. Topics covered: regulatory requirements for pumping of septic tanks, lift stations, and grease traps; insurance needs; truck identification markings; liquid transporters permit; repairs/replacement allowed; and more.
Instructor: Brian Dotterer
EYI 255 2H1: 3 hrs, .3 CEUs, Fee $85
1 session, 11/11, W, 5:30-8:30pm
*This is a hybrid course with both classroom and online instruction.

Class I Inspector Prep Course

This course will identify the proper procedures necessary to perform a complete and thorough inspection of Class B designed onsite wastewater treatment and disposal systems. This class will cover: open trench and capping fill inspections; inspection reports and paperwork requirements; and clarification of the gray areas that may arise during an inspection. This class is a pre-requisite for taking the Class I licensing exam.
Instructor: James Cassidy
EYI 991 2H1: 7 hrs, .7 CEUs, Fee $199
1 session, 11/19, R, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.

EPA 608 Freon Technician Certification Training

This course is geared for persons (“technicians”) who perform maintenance, service, repair, or disposal that could be reasonably expected to release refrigerants into the atmosphere. This course will prepare students for all levels of EPA Section 608 certification. Immediately following the course you will be assisted in scheduling your exam(s) through our testing center. You will be able to test for servicing small appliances (Type I) servicing or disposing of high- or very high-pressure appliances, except small appliances and MVACs (Type II), servicing or disposing of low-pressure appliances (Type III), servicing all types of equipment (Universal). The textbook is included.
Instructor: Paul Sichau
EYI 814 2H1: 15 hrs, 1.5 CEUs, Fee $265
4 sessions, 11/24-12/15, T, 5-9pm, ITPC
*This is a hybrid course with both classroom and online instruction.

Math Review for Water and Wastewater Operators

This course is a review basic math skills, problem-solving techniques, and use of calculator for successful completion of state exams. Review topics include: addition, subtraction, multiplication, division, ratios and proportions, area measurements, and volume calculations. Word problem solving techniques included.
Instructor: Sheila Shannon
EYI 929 2H1: 6 hrs, .6 CEUs, Fee $149
2 sessions, 12/9-12/16, W, 5:30-8:30pm
*This is a hybrid course with both classroom and online instruction.

Search classes and register online at go.dtcc.edu/workforcedevelopment
Environmental Self-Paced Online Training

Lead Safety for RRP Refresher
The RRP refresher course follows the EPA “Model Certified Renovator Refresher Training Course, and meets the Delaware Dept. Of Health and Social Services, Division of Public Health 16 Delaware Code, Section 122(3)(t)(1) requirement for refresher training. Participants will review: rules and regulations, Testing for Lead-based paint, review of setup practices, prohibited practices, personal protective equipment and dust control, cleaning activities, and quality control of recordkeeping, and how to train non-certified workers on your crew. Students must pass a test at the end of the course to receive certification.

Instructor: David LaFazia

EYI 816 201: 4 hrs, .4 CEUs, Fee $129
1 session, 12/5, S, 8:30am-12:30pm

Lead Safety for Renovation, Repair and Painting
This course is required by USEPA for contractors, property managers and others who disturb known or presumed lead-based paint during renovation. Training covers the following topics and procedures necessary to comply for USEPA certification: test for lead-based painting, set up safely, self-protection, minimize dust, control waste, confirm work completion with cleaning verification procedure or clearance.

Instructor: David LaFazia

Approvals: MD Lic. PE’s. MD Env. Health Spec.

EYI 906 201: 8 hrs, .8 CEUs, Fee $249
1 session, 12/12, S, 8am-5pm

Application of Membrane Technology Online Course
This self-paced online course will explore the recent technological breakthroughs in wastewater treatment and reclaimed water reuse in which membrane treatment has emerged. Students will learn the basic understanding of membrane processes and their application in the water and wastewater industry. Topics include: membrane processes, construction/configuration, fouling processes, cleaning, system design, energy and cost considerations, and operational issues.

Instructor: Staff


EYI 262 2W1: 8 hrs, .8 CEUs, Fee $175
Self-paced, accepting enrollment 8/9-12/11

Basic Electricity Online Course
This self-paced online course covers electricity basics crucial to multiple fields. These topics include basic AC and DC electrical theory and circuits, safety practices and regulations, and an introduction to common electrical instrumentation applications and usage.

Instructor: Staff


EYI 264 2W1: 8 hrs, .8 CEUs, Fee $175
Self-paced, accepting enrollment 8/9-12/11

Basic Microscopy for Water Quality Professionals Online Course
This self-paced course is aimed to help water/wastewater professionals obtain better process control through microscopic examination of colonies, countings, mixed liquors, and other waste streams. Topics include microscope types and features, cost factors, sampling processes, petri dish preps, slide preparation, maintenance, staining techniques, sample examination, organism class identification, colony counting, and how does the presence, absence, mobility, number of various classes of organisms translates to wastewater process control.

Instructor: Mike Harrington


EYI 831 2W1: 8 hrs, .8 CEUs, Fee $175
Self-paced, accepting enrollment 8/9-12/11

Chlorination Technology Online Course
This course provides students with the principles of chlorination. This self-paced course will provide an overview of various disinfection technologies and discuss the main types of chlorine application systems.

Instructor: Sheila Shannon


EYI 946 2W1: 8 hrs, .8 CEUs, Fee $175
Self-paced, accepting enrollment 8/9-12/11
Creating a Successful Asset Management Program 
Online Course

This self-paced course will educate and empower participants with the necessary skills and knowledge to successfully develop and/or continue effective management of their own asset management programs, with emphasis placed on both basic and advanced asset management principles and best management practices. Instructor: Bettina Stern


EYI 945 2W1: 8 hrs, .8 CEUs, Fee $175
Self-paced, accepting enrollment 8/9-12/11

Disinfection Alternatives for 
Water/Wastewater Systems 
Online Course

This self-paced course will explore: the pros and cons of chlorine (gas, powder, liquid) compared and contrasted against alternatives like chloramines, chlorine dioxide, ozone, uv, mixed Oxidants, ultrafiltration and other disinfectants; and how they may help in meeting regulatory.Instructor: Mike Harrington


EYI 830 2W1: 8 hrs, .8 CEUs, Fee $175
Self-paced, accepting enrollment 8/9-12/11

Ensuring a Sustainable Future; 
An Energy Mgmt Guide for 
Water, Wastewater Facilities 
Online Course

This self-paced course will provide students with an approach to energy conservation at the plant level. The course will enable students to identify, implement, measure, and improve energy efficiency at treatment facilities. Instructor: Hilary Valentine


EYI 293 2W1: 8 hrs, .8 CEUs, Fee $175
Self-paced, accepting enrollment 8/9-12/11

How to Prevent a Catastrophic 
Event in Your Water/ 
Wastewater System Online Course

This self-paced course examines potential catastrophic issues within a facility, where if not addressed, can ultimately lead to events that potentially cause bodily harm. Topics include: lack of verification of even the very basic chemicals delivered to facilities, case histories where events have occurred, and demonstrating how simple and easy a verification program is to establish. Students will also address operational issues, aging infrastructure contamination prevention, stagnation, and biofilm bacterial-related contamination and backflow prevention. Instructor: Mike Harrington


EYI 828 2W1: 8 hrs, .8 CEUs, Fee $175
Self-paced, accepting enrollment 8/9-12/11

Instructor Feature:
Bettina Stern

Bettina Stern began her career in the wastewater field for the City of Rehoboth Beach as a lab technician. She left the city and started working for the Town of Selbyville, where she worked her way up to a Level IV wastewater operator. While working as the lab director, she graduated from Salisbury State University with degrees in biology and nursing. She also has a Master’s of Science in Education. In 2012, Stern won the Wastewater Operator of the Year Award. Stern enjoys sharing her experiences and knowledge with others through teaching.

Instructor Feature:
Hilary Valentine
Environmental Self-Paced Online Training

Innovative and Alternative Onsite Systems Online Course
This self-paced course will focus on the application and use of technologically advanced onsite systems to save space and enhance ground water protection. The class will provide students with an understanding of the regulations that govern IA systems; siting and permitting requirements; and basic treatment and delivery processes of various aerobic treatment units, media filters, and drip dispersal systems. Instructor: Hilary Valentine
EYI 979 2W1: 8 hrs, .8 CEUs, Fee $175
Self-paced, accepting enrollment 8/9-12/11

Surface Water Treatment Online Course
This course will examine the elements, processes, controls, and troubleshooting of the major components of a typical surface water treatment plant. Both conventional and alternative treatments will be explored. This self-paced course will provide instruction and practice in solving typical operational and mathematical problems associated with these treatment functions. Instructor: Shelley Grabel
Approvals: DE Water Ops-D. DE WW Ops-I. MDE #5414-13-06, 8.0 (1.5x), ALL WT OPERS. P. MD Lic. PE’s. NJ-07-0912142-30.
EYI 935 2W1: 8 hrs, .8 CEUs, $175
Self-paced, accepting enrollment 8/9-12/11

Valves Online Course
This self-paced course is designed to give to provide basic knowledge necessary to identify and maintain many of the valves used in a water distribution system. Topics include: various valve types, valve uses, proper valve operation methods, basic valve maintenance, troubleshooting, and proper installation techniques. Instructor: Hilary Valentine
EYI 269 2W1: 8 hrs, .8 CEUs, Fee $175
Self-paced, accepting enrollment 8/9-12/11

Wastewater Professionals
Math Review for Water
Wastewater Professionals Online Course
This course is a review of basic math skills, problem solving techniques, and use of calculator for successful completion of state certification exams. Topics include: addition, subtraction, multiplication, division, ratios and proportions, basic statistics, area measurements, volume calculations, unit conversion, and basic velocity calculations. Instructor: Shelley Grabel
Approvals: Pending
EYI 303 2W1: 6 hrs, .6 CEUs, Fee $175
Self-paced, accepting enrollment 8/9-12/11

Ten Best Kept Water/Wastewater Secrets Online Course
This self-paced course explores 10 unique little-known tools to achieve better operations in treatment, distributions, or collection. Discover: the importance of simple hypochlorite strength measurements; why portable ORP monitoring can yield big dividends; how refining lab tests for disinfection residuals, alkalinity, solids core-taking, nutrient and jar-testing can avoid violations; identify inexpensive tools missing from most treatment plant tool boxes; and learn why corrosion control isn’t just water chemistry. Instructor: Mike Harrington
EYI 800 2W1: 4 hrs, .4 CEUs, Fee $95
Self-paced, accepting enrollment 8/9-12/11

Pumps, Motors and Controls
Online Course
This self-paced course will explore care and maintenance requirements for pumping systems, associated control panels and motors. Major emphasis on mechanical and electrical troubleshooting. Instructor: Shelley Grabel
EYI 956 2W1: 8 hrs, .8 CEUs, Fee $175
Self-paced, accepting enrollment 8/9-12/11

Surface Water Treatment

Ten Best Kept Water/Wastewater Secrets

Watersheds and Their Impact on the Environment
Online Course
This self-paced course will explore the science of watersheds as well as taking a look at some major watersheds on Delmarva. Examination of common impairments to watersheds, TMDL’s and best management practices for watersheds will also be explained. Discover how recent developments in the Clean Water Act drive local and regional regulations, with a major emphasis on wastewater, point, and non-point source discharges. Instructor: Shelley Grabel
EYI 830 2W1: 8 hrs, .8 CEUs, Fee $175
Self-paced, accepting enrollment 8/9-12/11

Watersheds and Their Impact on the Environment
Environmental Instructor Led Online Courses

Instructor led online training allows participants to engage in an interactive training session without the cost of travel and time away from the office and/or home. You will master the same concepts taught in the face to face course, by participating in the virtual classroom session. You must have access to internet. Call (302) 259-6384 for technology needs.

21st Century Principles of Water/Wastewater Liquid Chlorination and De-Chlorination
Examines common mistakes made using hypochlorite and liquid based de-chlorinating agents and compares and contrasts onsite generation and high strength verses low strength hypochlorite. Topics include: sulfite de-chlorination, vitamin C, hydrogen peroxide, and other de-chlorinating methodologies. Examines importance of measuring delivered hypochlorite/de-chlorinating agent strength and rates of deterioration, pump calculations, and settings. Handling, storing, and using liquid-based compounds presented.
Instructor: Mike Harrington
Approvals: DE Water Ops-D. DE WW Ops-D. MDE #5269-12-10, 7.0 (X1.5) ALL OPERS, P. MD Env. Health Spec. NJ-07-0980103-30.
EYI 577 2V1: 7 hrs, .7 CEUs, Fee $175
2 sessions, 8/26&8/27, W&R, 8:30am-noon

Basic Onsite Installer Training
This course is designed to focus on the procedures and practices for safety, installation, and maintenance of onsite systems. Some of the topics covered include: planning, soils and site work, system components, materials, and installation.
Instructor: Brian Dotterer
EYI 812 2V1: 7 hrs, .7 CEUs, Fee $175
2 sessions, 9/10&9/11, W&R, 8:30am-noon

Class B Designer Onsite License Preparation Course
This course will prepare students to pass the state licensing exam for the Class B Designer. Topics include: siting onsite systems, design considerations, design calculations, material selection, permit requirements, and inspection requirements.
Instructor: Hilary Valentine
EYI 254 2V1: 3 hrs, .3 CEUs, Fee $85
1 session, 9/23, W, 5:30-8:30pm

Limited License Water Operator Certification Prep
This course is designed to prepare school, child care facility, and small NTC system employees to become certified as a State of Delaware water system operator at their facility. Textbook is available in campus bookstore. Licensure exam given in class.
Instructor: Kevin Burdette
EYI 995 2V1: 16 hrs, 1.6 CEUs, Fee $299
4 sessions, 9/28-10/19, M, 1-5pm

Managing Side Stream Discharges
Examine the many routine recycle waste streams within a treatment facility, which increase both flow and loading to the treatment units and may negatively impact their performance efficiency. Focus on identification and corrective action plans.
Instructor: Steve Rohm
Approvals: DE WW Ops-D. DE Onsite Lic. A,B,C,D,E,F,H,I. MDE #5266-12-10, 60, ALL OPERS, NP. MD Lic. PE’s. NJ-07-040640-20. VA WWOPS.
EYI 505 2V1: 4 hrs, .4 CEUs, Fee $95
1 session, 10/1, R, 8:30am-12:30pm

Environmental Instructor Led Online Courses

NEW

Nitrification in Water and Wastewater Processes
This class will present and overview nitrification processes as they occur in both water and wastewater applications. Standard practices used to control nitrification will be discussed.
Instructor: Sheila Shannon
EYI 219 2V1: 7 hrs,.7 CEUs, Fee $175
2 sessions, 10/20&10/21, T&W, 1-4:30pm

Intro to Environmental Regulations
This course is perfect for organizations with new or changing environmental programs, procedures, management initiatives, and for those that simply wish to improve staff compliance with environmental directives. This short course presents concepts in simple terms, with an emphasis on developing an understanding of the challenge of environmental compliance and the need for full implementation of procedures and protocols at all levels. Topics include: air permitting requirements, hazardous waste requirements, NPDES Permits, EPCRA reporting, and much more.
Instructor: Amber Moore
EYI 976 2V1: 7 hrs, .7 CEUs, Fee $175
2 sessions, 11/10&11/11, T&W, 8:30am-noon

Project Management Basics
This course will provide tools, tricks, and techniques for effective and efficient project management by focusing on the triple constraints of a project: scope, schedule, and cost.
Instructor: Shaun Gilday
EYI 273 2V1: 7 hrs,.7 CEUs, Fee $175
2 session, 12/8&12/9, T&W, 8:30am-noon

(302) 259-6330 | Search classes and register online at go.dtcc.edu/workforcedevelopment
Environmental Training

**Water/Wastewater Facilities Emergency Preparedness and Disaster Recovery**

This course is designed for facility and community emergency support personnel who need to gain a better understanding of the importance of timely water and wastewater facility disaster recovery. Hazards that threaten plant personnel, operations, the environment, and property will be identified as well as facility recovery information. Instructor: Richard Mason


EYI 916 2H1: 7 hrs, .7 CEUs, Fee $175
1 session, 9/17, R, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.

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**Collection System Impacts on Treatment Plant Operations**

This course will provide students with information on how collection system design, installation, and maintenance may impact the wastewater treatment plant performance. Topics discussed will include: I/I issues, detention times, pH changes, odor control, maintenance activities, and velocity changes.

Instructor: John Lynn


EYI 916 2H1: 7 hrs, .7 CEUs, Fee $175
1 session, 9/17, R, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.

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**Basic Surveying Principles**

Learn basic surveying principles and skills utilized in the field, including classroom instruction combined with field application of land surveying techniques. Lessons include pacing, leveling, topographic surveying, grade staking, and basic surveying calculations.

Instructor: Jeff Reed


EYI 943 201: 7 hrs, .7 CEUs, Fee $175
1 session, 9/24, R, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.

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**Water/Wastewater Facilities**

**21st Century Ultra Violet Disinfection**

This course investigates the latest UV disinfection techniques and applications for both potable water and wastewater. Explore the advantages of UV systems compared to typical chemical disinfection systems like chlorine or ozone. Learn why the latest research suggests low-dose UV may be very effective at controlling giardia and cryptosporidium in potable waters, define and examine what UV is, how it differs from other typical disinfection systems, and understand the disadvantages.

Instructor: Mike Harrington


EYI 560 2H1: 7 hrs, .7 CEUs, Fee $175
1 session, 9/29, T, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.

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**Introduction to Industrial Pretreatment Program**

This one-day course is designed to teach attendees the key aspects of an Industrial Pretreatment Program. The course describes existing requirements with respect to industrial dischargers and publicly owned treatment works (POTW) under the Clean Water Act (CWA) and its implementing regulations. The course will cover the need for the program, an overview of the national pretreatment program, its standards, and POTW and Industrial Users’ responsibilities under the program.

Instructor: Bettina Stern


EYI 965 2H1: 7 hrs, .7 CEUs, Fee $175
1 session, 9/30, W, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.
Operation and Maintenance of Innovative and Alternative Systems

This class provides an in-depth view of specific operations and maintenance practices pertaining to alternative treatment units and disposal systems. Topics include: regulatory requirements, operational principles, preventative maintenance, and troubleshooting tips for advanced treatment devices, drip dispersal systems, and media filters. Instructor: Jim Cassidy


EYI 910 2H1: 7 hrs, .7 CEUs, Fee $175 1 session, 10/6, T, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.

Inspection of Onsite Wastewater Systems (Class H License)

Learn the necessary protocol for inspecting onsite wastewater treatment systems. The course prepares students for the Delaware Class H license examination and provides the necessary guidelines for performing an effective and regulatory onsite system inspection. It also provides students with important information on inspecting alternative onsite systems and completion of state inspection reports. Instructor: Hilary Valentine

Approvals: DE WW Ops-D. DE Onsite Lic. A,B,C,D,E,F,H,I. MDE #4685-09-11, 7 (1.5x) WW 3-6 & S; IWW 4-7 OPERS, P. MD Env. Health Spec. MDE-BAT. MD Lic. PE’s. NJ-07-0912145-20.

EYI 986 2H1: 7 hrs, .7 CEUs, Fee $175 1 session, 10/14, W, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.

Five Common Sense Practices for Better Water/Wastewater Operations

This course is a look at commonly misunderstood key elements to achieve a well-run operation. Explore the two most important measurement parameters an operator can make but which often take a back-seat in importance. Understand why their key role can lead to a better process. Investigate the three key operational practices often ignored in the chemical feed process. See why/how to verify every chemical delivery; learn key advantages of using the weakest strength of a chemical that is practical. Instructor: Mike Harrington


EYI 190 2H1: 7 hrs, .7 CEUs, Fee $175 1 session, 10/13, T, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.

NFPA 70E 2018 Standard for Electrical Safety in the Workplace (Update)

Electrical power is a dangerous force that requires proper understanding in the workplace. Discover how to prevent or minimize exposure to all widely recognized electrical hazards as well as to better understand the importance of the relationship between OSHA and NFPA 70E. Instructor: Matt Meyer


EYI 587 2H1: 7 hrs, .7 CEUs, Fee $175 1 session, 10/10, S, 8:30am-4:30pm, ITPC
*This is a hybrid course with both classroom and online instruction.

Daily Plant Operations

This class will lead the participants through an activated sludge wastewater treatment plant from beginning to end of process including a variety of technologies available for each part of the process. Other topics covered include: NPDES permit requirements, preventative plant maintenance, housekeeping lab work, and student’s experiences. Instructor: Ann Hobbs


EYI 107 2H1: 7 hrs, .7 CEUs, Fee $175 1 session, 10/8, R, 8:30am-4:30pm

Spill Prevention, Control and Countermeasure (SPCC) and Industrial Storm Water Management

This course is designed for those indirectly or directly responsible for SPCC and storm water permitting and planning at their facility. The course will review the SPCC regulations, and will walk students through the development and implementation of an SPCC plan and inspecting their facility. Students will practice reviewing an actual SPCC plan. The course also will provide a history of industrial stormwater regulations, and guidance on developing a Storm Water Pollution Prevention Plan and reviewing a SWPPP for an actual facility. Students are welcome to bring their current plans for use during class. Instructor: Amber Moore


EYI 986 2H1: 7 hrs, .7 CEUs, Fee $175 1 session, 10/14, W, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.

(302) 259-6330 | Search classes and register online at go.dtcc.edu/workforcedevelopment
Effective Water Distribution System Flushing
This course is intended to familiarize the operator with the procedure necessary to design and perform a uni-directional flushing of the system. Topics: distribution system hydraulics, flushing program objectives, tool and equipment requirements, valve and hydrant operation, flushing program design, data collection, customer relations, and flushing problem solving. Bring a calculator. Instructor: Tom Herholdt
Approvals: DE Water Ops-D. MDE #5279-12-10 (x1.5) ALL WW; WD OPERS, NP. DE Well Drillers, 4.0 hrs. MD Well Drillers. MD Env. Health Spec. MD lic. PE’s. PADEP #1943. NJ-07-040665-10.

EYI 207 2H1: 7 hrs, .7 CEUs, Fee $175
1 session, 10/15, R, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.

Creating a Successful Asset Management Program
This course will educate and empower participants with the necessary skills and knowledge to successfully develop and/or continue to effectively manage their own asset management programs. Emphasis is placed on basic and advanced asset management principles and best management practices.
Instructor: Bettina Stern

EYI 947 2H1: 7 hrs, .7 CEUs, Fee $175
1 session, 10/21, W, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.

Aggregate Free Alternatives for Onsite Disposal Systems
The course will provide students with an understanding of the physical properties of the conventional stone (aggregate) system and compare them to the various types of aggregate free alternatives. Students will learn: regulatory, construction and operational requirements when considering their use; types of aggregate free alternatives such as chambers, fire chips, graveless pipe, and assorted media.
Instructor: James Cassidy

EYI 940 2H1: 4 hrs, 4 CEUs, Fee $95
1 session, 10/22, R, 8:30am-12:30pm
*This is a hybrid course with both classroom and online instruction.

PLC Overview for Water/Wastewater Quality Professionals
Programmable Logic Controllers (PLCs) have changed the way our industrial environment is controlled in today’s automated industry. PLCs contain the hardware and software that is the brain behind controlling and gathering data at treatment facilities, remote lift stations, water distribution stations, as well as pressure reducing stations.
Instructor: Ryan Milsom

EYI 808 2H1: 6 hrs, .6 CEUs, Fee $149
1 session, 10/28, W, 9am-4pm
*This is a hybrid course with both classroom and online instruction.

Collection System Troubleshooting
This course will review the techniques used to identify and repair the collection system defects that can result in sanitary sewer overflows (SSOs). Topics include: CMOM requirements; asset management; system cleaning and maintenance; flow monitoring; manhole inspections, smoke testing, building inspections, TV inspections; and rehabilitation techniques.
Instructor: John Lynn
Approvals: DE WW Ops-I. DE Onsite Lic. A,B,C,D,E,F,H,I. MDE #5280-12-10, 7.0 (x1.5) ALL WW; IWW; WC OPERATORS, NP. MD Lic. PE’s. MD Env. Health Spec. PADEP #1941.

EYI 204 2H1: 7 hrs, .7 CEUs, Fee $175
1 session, 10/27, T, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.

Principles of Ion Exchange
The basic chemistry principles will be examined that are utilized in ion exchange systems. Commonly used ion exchange technologies will be demonstrated and discussed. Students will use test kits to analyze reagents treated through ion exchange columns to evaluate the effectiveness of the exchange process.
Instructor: Steve Rohm

EYI 299 271: 7 hrs, .7 CEUs, Fee $175
1 session, 10/24, S, 8:30am-4:30pm, ITPC

Attention Training Professionals
Become part of our highly respected team, and share your knowledge with others in this industry.

Please contact Hilary Valentine at (302) 259-6384 if interested.
21st Century Drinking Water Corrosion Control
This course will define potable water corrosion and the benefit of corrosion indexes. Students will examine: water quality issues (pH, temperature, hardness, alkalinity, TDS); effective corrosion control; and integrating issues like disinfection, distribution piping, flushing schedules, coupon studies and electricity grounding can play a major role in corrosion control.
Instructor: Mike Harrington
Approvals: DE Water Ops-D. DE Well Drillers, 3 CEUs. MDE #2720-03-03, 7 (1.5x) WT ALL; WD, P. MD Lic. PE’s. MD Env. Health Spec. PADEP #1937. NJ-07-040630-10. VA WWOPS.
EYI 274 2H1: 7 hrs, .7 CEUs, Fee $175
1 session, 10/29, R, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.

Pump Hydraulics
Students will acquire a basic understanding of the hydraulic principles related to centrifugal pumps. Topics include: hydraulic forces and formulas; volumetric calculations; maintenance; and troubleshooting pumps for water and wastewater systems. Bring a scientific calculator.
Instructor: Sheila Shannon
Approvals: DE Water Ops-D. DE WW Ops-D. DE Onsite Lic. A,B,C,D,E,F,H,I. DE Well Drillers, 4.0 hrs. MDE #4197-08-04, 7 (1.5x) ALL, NP. MD Well Drillers. MD Lic. PE’s. PADEP #1932. NJ-07-040684-30. VA WWOPS.
EYI 538 2H1: 7 hrs, .7 CEUs, Fee $175
1 session, 11/4, W, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.

US DOT HAZMAT General Awareness Training
This course will satisfy the training requirements of US DOT listed in 49 CFR 172 Subpart H. Topics include: security and safety awareness, using the HAZMAT table, labeling, marking; placarding, packaging, and shipping papers. Instructor: Shaun Gilday
EYI 291 2H1: 8 hrs, .8 CEUs, Fee $199
1 session, 11/11, W, 8:30am-5pm
*This is a hybrid course with both classroom and online instruction.

Peracetic Acid Application and Technology in the Water/Wastewater Field
This course will discuss peracetic acid as an alternative to disinfection trends to hypochlorite and other pre-oxidants.
Instructor: Mike Harrington, CET
Approvals: MD lic. PE’s. NJ-07-0320257-30 (DE Water/Wastewater Operator Pending)
EYI 820 2H1: 7 hrs, .7 CEUs, Fee $175
1 session, 11/12, R, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.

Electrical Blueprint Reading for Operators
This class is designed to enhance basic electrical troubleshooting skills by teaching interpretation of electrical blueprints. Learn the meanings of symbols and other information provided on typical electrical drawings.
Instructor: Matt Meyer
EYI 252 2H1: 7 hrs, .7 CEUs, Fee $175
1 session, 11/17, T, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.

Activated Sludge: Settleability; Problems and Loss of Solids and Filamentous Organisms
This course presents the identification, causative factors, and corrective measures for operational conditions resulting in poor settleability and loss of secondary solids. An in-depth review of roles of filamentous organisms is present along with their identification, factors promoting proliferation and measures for controlling their growth.
Instructor: Bettina Stern
EYI 275 2H1: 7 hrs, .7 CEUs, Fee $175
1 session, 11/18, W, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.

Industrial Wastewater Process and Key Water Sampling Points
This course will assist industrial wastewater operators understand the entire process for treating oily water or otherwise contaminated water, and stormwater with an emphasis on sampling. Students will be able to: describe the overall process and identify the most important sampling points, learn how to sample, identify what is being sampled at each point, and describe what process adjustments might be needed. The course will utilize real-life scenarios with a focus on problem solving.
Instructor: Richard Mason
EYI 252 2H1: 7 hrs, .7 CEUs, Fee $175
1 session, 11/17, T, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.
Environmental Training

Class I Inspector Preparation Course
This course will identify the proper procedures necessary to perform a complete and thorough inspection of Class B designed onsite wastewater treatment and disposal systems. This class will cover: open trench and capping fill inspections, inspection reports and paperwork requirements, and clarification of the gray areas that may arise during an inspection. This class is a pre-requisite for taking the Class I licensing exam.
Instructor: James Cassidy
EYI 508 2H1: 4 hrs, .4 CEUs, Fee $95
1 session, 12/3, R, 1-5pm
*This is a hybrid course with both classroom and online instruction.

Soils
Designed to give installers, haulers and designers a general overview of how soils affect the operation of an onsite system. Discusses textures, compaction, water movement and soil pollution.
Instructor: Bill Gangloff
EYI 294 2H1: 7 hrs, .7 CEUs, Fee $175
1 session, 11/24, T, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.

Inspection of Onsite Wastewater Systems (Class H License)
Learn the necessary protocol for inspecting onsite wastewater treatment systems. The course prepares students for the Delaware Class H license examination and provides the necessary guidelines for performing an effective and regulatory onsite system inspection. It also provides students with important information on inspecting alternative onsite systems and completion of state inspection reports. Instructor: Jim Cassidy
EYI 533 2H1: 7 hrs, 7 CEUs, Fee $199
1 session, 11/25, W, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.

Soils-Based Approach to Siting Wastewater Disposal
Understand how soil physical properties impact the siting of onsite wastewater disposal in Delaware. Emphasis will be placed on site evaluation process: how to review/understand reports and the application to septic design process. Other topics include: preliminary review (feasibility studies), soil investigative reports for community disposal systems, percolation testing.
Instructor: Ian Kaufman
EYI 574 2H1: 4 hrs, 4 CEUs, Fee $95
1 session, 12/3, R, 8:30am-12:30pm
*This is a hybrid course with both classroom and online instruction.

Risers, Baffles and Filters - Installation and Repair
This course concentrates on the replacement of inlet/outlet baffles (including retrofitting for filter installation), repair of the internal baffle, riser installation and selection and installation of effluent filters. Instructor: Steve Rohm
EYI 508 2H1: 4 hrs, .4 CEUs, Fee $95
1 session, 12/3, R, 1-5pm
*This is a hybrid course with both classroom and online instruction.

Environmental Management Systems and Applications
This course provides an overview of environmental management systems for an organization which desires to understand how environmental policies and best practices can enhance their business operations, while staying in compliance with environmental regulations. Instructor: Amber Moore
EYI 296 2H1: 7 hrs, 7 CEUs, Fee $175
1 session, 12/8, T, 8:30am-4:30pm
*This is a hybrid course with both classroom and online instruction.
Technical Training

How to Prevent a Catastrophic Event in Your Water/Wastewater System

This course looks at potential catastrophic issues within a facility, where if not addressed, can ultimately lead to events that potentially cause bodily harm. Topics include: lack of verification of even the very basic chemicals delivered to facilities, case histories where events have occurred, and demonstrating how simple and easy a verification program is to establish. Students will also address operational issues, aging infrastructure contamination prevention, stagnation, and biofilm bacterial-related contamination and backflow prevention. Instructor: Mike Harrington


EYI 248 2H1: 7 hrs, .7 CEUs, Fee $175 1 session, 12/10, R, 8:30am-4:30pm *This is a hybrid course with both classroom and online instruction.

Electrical Troubleshooting for Operators

Troubleshoot common electrical problems encountered in water and wastewater facilities. Topics: using schematics and technical drawings to help troubleshoot control circuits, combination starters, control devices, special controls, DC motors, AC motors and lighting. Instructor: Matt Meyer

Approvals: DE Water Ops -D. DE WW Ops-D. MDE #2025-99-09, 7 (1.5x) ALL, NP. DE Well Drillers, 4.0 hrs. DE Onsite Lic. C, E. MD Well Drillers. MD lic. PE’s. PADEP #438. NJ-07-040654-30. VA WWOPS.

EYI 238 2H1: 7 hrs, .7 CEUs, Fee $175 1 session, 12/12, S, 8:30am-4:30pm, ITPC *This is a hybrid course with both classroom and online instruction.

Watersheds and Their Impact on the Environment

This class will explore the science of watersheds, take a look at some major watersheds on in Delmarva, and examine common impairments to watersheds. TMDL’s and best management practices for watersheds will be explained, and students will explore how recent developments in the Clean Water Act drive local and regional regulations, with a major emphasis on wastewater discharge, both point and non-point sources. Instructor: Ann Hobbs


EYI 987 2H1: 4 hrs, Fee $95 1 session, 12/15, T, 8:30am-12:30pm *This is a hybrid course with both classroom and online instruction.

Basic Organic Chemistry for Water and Wastewater Quality Professionals

This course will explore the structure of organic chemical compounds that are encountered in the treatment of water and wastewater. Topics include the reactivity between inorganic compounds and organics and their effect on water quality, measures to counter the effects of undesirable organic contaminants, the utilization of organics to improve treatment processes, and safety considerations. Instructor: Steve Rohm


EYI 819 2H1: 6 hrs, .6 CEUs, Fee $149 1 session, 12/17, R, 8:30am-3:30pm *This is a hybrid course with both classroom and online instruction.
Commercial Driver's License Certification

Do you enjoy the freedom of the open road and want a career that doesn’t involve sitting behind a desk?

This curriculum combines classroom study with practical experience behind the wheel of diesel-powered tractor-trailers on a private training range as well as public streets and highways. You’ll also learn the intricacies of handling a variety of truck types and cargo, conducting required inspections, proper reporting and documentation requirements, and trip planning techniques – all in a small, class-size environment.

The Certificate Program is available in a structured combination of weekday and evening study. You’ll gain the knowledge and skills necessary to earn your CDL Class A Driver’s License. Pre-requisite: High school Diploma/GED; Driver’s License for a minimum of one year; and must pass a drug screening and a DOT Physical. Please call Bryan Ward at (302) 259-6200 for more information.

Certificate Program starts on: 7/27, 10/12, 1/11/2021, 03/15/2021, and 5/17/2021
EYD 300 271: Fee $4,995

The required courses for certification are:

**Fundamentals of Motor Fleet Safety**
This course presents safety fundamentals, essential regulatory requirements, and driver responsibilities not directly related to driving. Federal and state regulations governing commercial drivers and motor carriers are also explained.

**Vehicle Systems and Reporting Malfunctions**
This course familiarizes the student with tractor-trailer vehicle systems and the proper procedures for handling and reporting vehicle malfunctions.

**Tractor-Trailer Operations**
This course introduces students to combination vehicle (tractor-trailer) control systems and control concepts. Vehicle inspection procedures and requirements, coupling and uncoupling procedures, and shifting procedures and patterns are also covered.

**Road Driving Practices**
This course is designed to develop the basic control skills necessary to operate tractor-trailer vehicles on the public roadways through behind-the-wheel training.

**Range Driving Practices**
This course covers the basic control skills necessary to safely operate tractor-trailer vehicles through a series of maneuvering exercises. Skill development and learning occurs through behind-the-wheel training to include shifting, backing, inspection, and coupling/uncoupling.

**Professional Driver Development**
This course introduces the trucking industry from the perspective of a commercial driver applicant by discussing commercial driver qualifications, job-seeking skills, substance abuse awareness, driver wellness, and whistleblower protection.

For more information, contact Bryan Ward at (302) 259-6200 or bward9@dtcc.edu.
YOU MAY BE ELIGIBLE FOR FREE TRAINING!

Delaware Tech offers courses that are eligible for Workforce Innovation and Opportunity Act (WIOA) funds for students who are either unemployed or underemployed. Students are encouraged to visit the Delaware Department of Labor to see if they qualify for these funds. Students who are not eligible for WIOA funds may seek additional support, including a Governor’s Grant or Delaware Tech scholarship. Please contact the Delaware Department of Labor (DOL) for more information about applying for WIOA education and training funds.

GEORGETOWN DEPARTMENT OF LABOR: (302) 856-5230

Delaware Tech’s Innovation and Technology Partnership Center is located at 307 Laws St., Bridgeville, DE 19933.

For more information, call (302) 259-6384.
DIY Courses

Landscape Design
Ever wonder why some outdoor spaces feel special while others you would like to avoid? Come learn the art of landscape design where we balance the built and natural environments and create art in the landscape. Beginning with site analysis, into an overview of common plants and their characteristics, and moving onto design tools and techniques, you will discover how choosing the right plant for the right spot can grow into a spectacular outdoor room. The textbook is available in the campus bookstore. Instructor: Eric Wahl
EYI994 2H1: 17.5 hrs, 1.75 CEUs, Fee $269
7 sessions, 8/27-10/8, R, 6-8:30pm

Outboard Maintenance and Winterization
This course is for the recreational boater who is looking to better understand and care for their small outboard engine. The course will cover the anatomy of the outboard, routine maintenance, and proper winterization and storage. Instructor: Ryan Milsom
EYY 224 271: 3 hrs, Fee $85
1 session, 9/12, S, 9am-12pm, ITPC

Small Engine Repair I
Upon completion of this class, students will be able to discuss the theory of operation, service and troubleshoot the starter, ignition, and fuel system, perform basic maintenance and tune-up procedures, and explain the safety factors of small engines. The course includes two-and four-cycle design of lawn mowers, weed eaters, chainsaws, snow blowers, and small marine engines (15hp and less). Tools will be provided for in-class use. Instructor: Tom Molnar
EYY 220 231: 21 hrs, 2.1 CEUs, Fee $295
7 sessions, 9/3-10/15, R, 6-9pm

Small Engine Repair II
This course is a continuation of Small Engine Repair I with an emphasis on complete engine and drive service, diagnosis, inspection, and overhaul of systems. Tools will be provided for in-class use. Instructor: Tom Molnar
EYY 221 231: 21 hrs, 2.1 CEUs, Fee $295
7 sessions, 10/22-12/10, R, 6-9pm

EPA 608 Freon Technician Certification Training
EPA has established a technician certification program for persons (“technicians”) who perform maintenance, service, repair, or disposal that could be reasonably expected to release refrigerants into the atmosphere. This course will prepare you for all levels of EPA Section 608 certification. Immediately following the course, you will be assisted in scheduling your exam(s) through our testing center. You will be able to test for servicing small appliances (Type I), servicing or disposing of high-or very high-pressure appliances except small appliances and MVACs (Type II), and servicing or disposing of low-pressure appliances (Type III), servicing all types of equipment (Universal). The textbook is included. Instructor: Paul Sichau
EYI 814 2H1: 15 hrs, 1.5 CEUs, Fee $265
4 sessions, 12/1-12/3, TWR, 5-9pm, & 12/9, 5-8pm, ITPC
Forklift Operation/Safety Certification Training Program
This course is designed to meet OSHA standards by providing students with the safety and operational knowledge, as well as the skills required to operate a forklift safely. Each participant will be required to capably operate a forklift and demonstrate practical operational skills. Instructor: Tom Molnar
EYP 204 271: 4 hrs, .4 CEUs, Fee $149
1 session, 12/16, W, 8:30am-12:30 pm, ITPC
1 session, 12/17, R, 1pm-5pm, ITPC

Appliance Repair
Save hundreds on home appliance repairs and maintenance by learning the basics in this new DIY course. Students will learn how many of the common electro-mechanical parts of an appliance work, and how to maintain or repair these parts when necessary. Topics will include basic electricity, electrical motors, gaskets and seals, and preventative maintenance. The skills in this class can be used on many appliances, but we will focus on refrigerators, dishwashers, washers, and dryers. Instructor: Staff
EYD 289 271: 18 hrs, 1.8 CEUs, Fee $195
6 sessions, 11/30-12/16, M&W, 6-9pm, ITPC

Lunch and Learn: Emerging Issues Webinar Series
This online series will cover the latest topics and trends in the water quality industry. The webinars are designed to provide you with valuable information to help make you more informed.

American Water Infrastructure Act Compliance
This webinar will highlight the role water agencies have in enhancing security and resilience of the water sector as well as provide the essentials of what you need to know. AWIA requires community (drinking) water systems serving more than 3,300 people to develop or update risk assessments and emergency response plans (ERPs). The law specifies the components that the risk assessments and ERPs must address, and establishes deadlines by which water systems must certify to EPA completion of the risk assessment and ERP. Lead by Suzanne Novak. Approvals: DE Water Ops-D.
EYI 825 2V1: 1.5 hrs, .15 CEUs, Fee $45
1 session, 10/9, F, 12:30-2pm

Risk Mitigation Planning Workshop
A risk is an uncertain event or condition that may change the outcome of a project activity for the better or for the worse. This webinar discusses how you are going to handle unexpected problems in your projects and will include topics such as: tracking identified risks, identifying new risks, and evaluating risk process effectiveness throughout project completion. Led by Suzanne Novak. Approvals: DE Water Ops-D.
EYI 832 2V1: 1.5 hrs, .15 CEUs, Fee $45
1 session, 10/23, F, 12:30-2:00pm

PFAS Basics – An Introduction to Sources and Impacts
Per-and polyfluoroalkyl substances (PFAS) are a family of synthetic compounds which are used in a variety of industrial and commercial products. As a result, they are widely distributed and are found in soil, sediments, groundwater, air, and tissue across the United States. According to the US EPA, certain PFAS can bio accumulate in the human body, and there is evidence that exposure to PFAS can lead to adverse health outcomes. This webinar will briefly cover the basic introductory topics of nomenclature, chemistry, sources, exposure, regulations, analysis, and future concerns related to the presence of PFAS. Led by: Sheila Shannon. Approvals: DE Water Ops-D.
EYI 824 2V1: 1.5 hrs, .15 CEUs, Fee $45
1 session, 11/6, F, 12:30-2pm

Delaware’s Aging Workforce
This webinar will discuss statistics of the aging workforce in Delaware as it relates to the water and wastewater industry, and how to prepare for the future. Led by: Hilary Valentine. Approvals: DE Water Ops-D.
EYI 823 2V1: 1.5 hrs, .15 CEUs, Fee $45
1 session, 12/4, F, 12:30-2pm

Attention Training Professionals
Become part of our highly respected team, and share your knowledge with others in this industry.

Please contact Hilary Valentine at (302) 259-6384 if interested.
General Construction

Classes to be held at the Innovation and Technology Partnership Center in Bridgeville, Del.

Handyperson Workshop
This course offers instruction and practice in the safe use and application of hand and power tools common to the home and commercial maintenance fields. Students will become familiar with tool names, proper and safe handling, and introductory repair techniques. Tuition includes $10 lab fee. Instructor: David LaFazia
EYD 282 271: 18 hrs, 1.8 CEUs, Fee $195
4 sessions, 9/12-10/3, S, 8am-12:30pm

Intro to Weatherization
This course focuses on the theory, methods, and installation of weatherization materials to support an understanding of indoor air quality and energy efficient building design. Tuition includes $20 lab fee. Instructor: David LaFazia
EYD 283 271: 18 hrs, 1.8 CEUs Fee $195
4 sessions, 9/9-9/21, M&W, 5-9:30pm

General Blueprint Reading
This course prepares the student to read and interpret residential and light commercial construction drawings through classroom instruction and hands-on application. Textbook available in campus bookstore. Instructor: David LaFazia
EYD 261 2H1: 18 hrs, 1.8 CEUs. Fee $195
6 sessions, 9/23-10/12, M&W, 5-8pm
*This is a hybrid course with both classroom and online instruction.

Basic Carpentry
This course focuses on building students’ carpentry skills from a foundation of little to no knowledge up to beginner-level. The course prepares students for safe use of common fasteners, hand tools, power tools, and adhesives in carpentry applications. Students perform basic wood-structure demolition/deconstruction, install door knobs, build a saw-horse, apply traditional framing methods to construct 2x4 and 2x6 wall and floor structures, frame out windows and doors, and apply subflooring and exterior sheathing to a structure of their own design in a group setting. Basic dry walling techniques and interior trim work are addressed. Instructor: David LaFazia
EYD 279 271: 42 hrs, 4.2CEUs, Fee $495
10 sessions, 10/14-11/23, M&W, 5-9:15pm

Carpentry II
This level II course provides students with more advanced carpentry skills training. Instruction is focused on the various skills required for renovators, and includes the construction and/or installation of cabinetry, countertops, siding, roofing, molding, and trim. Students should wear appropriate clothing for work in the carpentry lab during each class.
EYD 805 271, 42 hrs, 4.2 CEUs, Fee $495
7 sessions, 11/24-12/17, T&R, 5-9:15pm
Heavy Equipment Operator Training

Get ready to join the construction, earthmoving, and excavation industry as a skilled craftsman or equipment operator! Delaware Tech’s new 16-week Heavy Equipment Operator Program is a truly unique, hands-on, comprehensive program designed to fill the current needs of local employers. The program was developed with industry experts in Delaware utilizing the nationally recognized NCCER curriculum. Students are taught how to perform on the job site as skilled craftsmen as well as how to operate heavy equipment through classroom instruction, simulator training, and “in-the-seat” equipment operation. This heavy equipment operator training will include:

- Backhoes
- Bulldozers
- Excavators
- Skid Steers
- Loaders

With an aging workforce and large percentage of the industry ready to retire, NOW is the time to train for your construction career!

**EYD 301: 218 Hours**, Fee $3,243
49 sessions, 9/14-10/29, M,T,W,TR, 8am-3:30pm

*Up to 20 hours of simulator training may take place after class on your own time. Please call (302) 259-6384 for more information.
Customized Technical Training

MEETING THE NEEDS OF LOCAL BUSINESSES

Delaware Tech is your partner in success, delivering customized training at state-of-the-art facilities in Sussex County. With a hands-on learning approach and broad curriculum of technical programs, Delaware Tech is poised to meet the demands of labor markets across the Mid-Atlantic.

We build relationships based on trust and are committed to your success. Our outstanding team of credentialed professionals is ready to help you reach your goals. Whether training individuals with varying skills or helping to launch a new technology across your organization, we are an effective and affordable education partner.

With two unique training facilities in Georgetown, and Bridgeville, Delaware Tech is a one-of-a-kind resource that can help strengthen your competitive edge. We develop relevant and valuable training programs by working closely with the business community. Scheduling is flexible to meet the needs of the workforce and various learning styles.

To learn how we can help your business grow through customized technical training, contact Hilary Valentine at (302) 259-6384.
HVAC MAINTENANCE TECHNICIAN PROGRAM

JOB READY IN JUST 20 WEEKS

FREE Training for Unemployed and Underemployed Individuals

You may be eligible for free training in our HVAC Maintenance Technician program.

Delaware Tech’s highly regarded HVAC Certificate Program will prepare you to enter the high-demand HVAC industry! Students completing the 330-hour program will be highly skilled in all aspects of heating, refrigeration, and air conditioning. Our state-of-the-art refrigeration and air conditioning labs allow us to provide exceptional hands-on training and industry preparation. Participants can complete the entire HVAC Certificate and be job ready in four months simply by enrolling in each daytime course. The required courses for this certification are:

10-Hour General Industry OSHA Course
HVAC I: Introduction to HVAC
HVAC II: Heating Systems
HVAC III: Refrigeration and Air Conditioning
HVAC IV: Advanced HVACR
EPA 608 Freon Technician Certification Training

The training program will take place at Delaware Tech’s Innovation and Technology Partnership Center, located behind Woodbridge Middle School in Bridgeville, Del. Classes will meet in the daytime, starting in Nov. 2020.

Classes begin Nov. 2020

For more information regarding mandatory workshop attendance and application procedures, contact Hilary Valentine at (302) 259-6384.

*This free training program was made possible by a Department of Labor grant intended to help the unemployed and underemployed. Seating is limited. Candidates must attend an information session and meet eligibility requirements, which include:
• Availability for regular attendance each day
• Possession of a Social Security card
• Proof of birthdate and U.S. residency
• The desire to work full time

Additional specific eligibility requirements will be discussed at the mandatory information session.

(302) 259-6330  |  Search classes and register online at go.dttc.edu/workforcedevelopment  43
ADVANCED MANUFACTURING TRAINING

FREE Training for Unemployed and Underemployed (not connected to a full-time job) Individuals

You may be eligible to participate in FREE Manufacturing Training Skills Program sponsored by Delaware Tech and the Department of Labor. Qualified individuals will receive 600 hours of training that will include classroom simulations and hands-on skill obtainment. Job placement is also provided. Topics of study include: AC/DC electrical systems, PLC’s, mechanical drives, hydraulics, and pneumatics.

Students will earn certifications in: CPR, forklift, OSHA 10, and be eligible to take National Manufacturing Skill Standards Council certifications in specialized areas.

The program will take place at Delaware Tech’s Innovation and Technology Partnership Center, which is located behind the Woodbridge Middle School in Bridgeville.

Eligibility requirements include:
· HS Diploma or GED
· Minimum two years of documented full-time working experience
· Demonstrate at least an 10th grade math ability (free assessment will be given)
· Possess a Social Security Card and valid Driver’s License (or State-issued ID)

To be eligible for this training, you must attend an information session.

Anticipated start Fall 2020

For more information, contact Hilary Valentine at (302) 259-6384.

For more information and to register for an information session, please call (302) 259-6384.

America’s Promise Grant, Pathways to Technology Careers is a $4,375,000 project. $3,500,000 (80%) is provided through a federal grant from the United States Department of Labor – Employment and Training Administration. At least $875,000 (20%) is provided through other leveraged resources.

“The product was created by the grantee and does not necessarily reflect the official position of the U.S. Department of Labor. The U.S. Department of Labor makes no guarantees, warranties, or assurances of any kind, express or implied, with respect to such information, including any information on linked sites and including, but not limited to, accuracy of the information or its completeness, timeliness, usefulness, adequacy, continued availability, or ownership. This product is copyrighted by the institution that created it.”
Manufacturing Technology Certifications

Self-guided, web-based curriculum with instructor-led labs.

Hydraulics Maintenance Certificate
Our 115-hour, hydraulics maintenance program includes various levels of hands-on instruction, starting with the basics of hydraulics and concluding with diagnosing and troubleshooting hydraulic systems. Topics include: basic circuits, pressure and flow, valves, pumps, actuators, and motor performance. Students should plan to spend additional hours working on their own at home via distributive (online) learning.

EYD 267 2H1: 115 hrs, 11.5 CEUs, Fee $1295
10/5 -12/17, MW, 5-9pm, ITPC

Industrial Electrical Certificate
This comprehensive, 158-hour industrial electrical program includes hands-on instruction in AC/DC electrical systems, electrical motor controls, variable frequency drives and motors, electrical sensors, and electrical control system wiring. Students should plan to spend additional hours working on their own at home via distributive (online) learning.

EYD 266 2H1: 158 hrs, 15.8 CEUs, Fee $1495
10/5 -12/17, MW, 5-9pm, ITPC

Manufacturing Technician Certificate
This 155-hour program has been designed for students to obtain the basic fundamental skills needed in today's manufacturing environment. Students will obtain a basic knowledge in electrical and mechanical fabrication, production assembly, applied math, and blueprint reading. Students should plan to spend additional hours working on their own at home via distributive (online) learning.

EYD 265 2H1: 115 hrs, 11.5 CEUs, Fee $1495
10/5 -12/17, MW, 5-9pm, ITPC

Mechanical Drives Maintenance Certificate
This 70-hour mechanical drives maintenance program includes hands-on instruction with various types of gears, belts, chains, shafts and shaft alignment, and lubrication concepts.

EYD 270 2H1: 70 hrs, 7 CEUs, Fee $895
10/5 -12/17, MW, 5-9pm, ITPC

Pneumatics Maintenance Certificate
This 80-hour pneumatics maintenance program includes various levels of hands-on instruction, starting with the basics of pneumatics and concluding with diagnosing and troubleshooting pneumatic systems. Topics include: basic circuits, pressure and flow, valves, air logic, compressors, and vacuums. Students should plan to spend additional hours working on their own at home via distributive (online) learning.

EYD 268 2H1: 80 hrs, 8.0 CEUs, Fee $995
10/5 -12/17, MW, 5-9pm, ITPC

Process Control Systems
This course covers the basics of pressure process control, such as open and closed loop control and safety, and logically build to more advanced topics like variable speed drives. Major topic areas include – process control concepts, piping and instrumentation diagrams, instrument index, final control elements, pressure measurement, loop control devices, HMI panel operation, automatic control methods, performance concepts, control loop performance, and open- and closed-loop tuning.

Approvals: DE Water Ops-D. DE WW Ops-D. (20 hrs)
EYD 285 2H1: 95 hrs, 9.5 CEUs, Fee $995
10/5 -12/17, MW, 5-9pm, ITPC

Programmable Logic Controls Maintenance Certificate
Our popular 80-hour PLC course provides hands-on instruction on how PLCs work, how they are programmed, and how to edit programs. Students will be able to understand the basic building block of an industrial PLC as well as run and troubleshoot computer-generated ladder logic industrial processes. Topics will include – basic programming, motor control, discrete I/O interfacing, event sequencing, and troubleshooting. Prerequisite: Basic Electrical Knowledge.

Approvals: DE Water Ops-D. DE WW Ops-D.
EYD 269 2H1: 80 hrs, 8 CEUs, Fee $995
10/5 -12/17, MW, 5-9pm, ITPC

Thermal Process Control
Process control systems provide precise control of liquids and gases in a wide variety of industrial applications including food processing, chemical manufacturing, and biotechnology. The Temperature Process Control eBook teaches one of the most common types of process control systems: temperature control. Students will learn to calibrate, adjust, install, operate, and tune thermal process control systems in industrial applications.

Approvals: DE WW Ops-D. (20 hrs)
EYD 284 2H1: 55 hrs, 5.5 CEUs, Fee $795
10/5 -12/17, MW, 5-9pm, ITPC
Adult Basic Education/GED® Test Preparation and ESL

**Adult Basic Education/GED® Test Preparation**

Our program provides services and activities to program participants which allows them to achieve the following goals:

- Improve reading, writing, and math skills.
- Attain basic work readiness and occupational skills needed to succeed in the world of work.
- Achieve academic success through attainment of a GED.
- Continue learning by entering into postsecondary education or advanced training, or military service, employment, or qualified apprenticeships upon attainment of GED.

Formal assessments in reading and math are scheduled during the first two weeks in August. Both day and evening time slots are available.

Please call (302) 259-6393 or email lgunning@dtcc.edu to schedule your assessments. It is recommended that students allot at least two hours to complete each assessment on separate days.

**English as a Second Language**

Our program allows adult ELLs the opportunity to improve their English and grow their skillsets to increase employability or provide an avenue for transitioning to post-secondary education opportunities.

Registration for ALL non-credit ESL classes will be held as follows:

Monday, Aug. 10; 9am-noon & 1-4 pm
Wednesday, Aug. 12; 9 am-noon & 1-4 pm

Please go to Room 535A-Carter Partnership Center for registration. Questions/comments please call: (302) 259-6393.

**English Conversation I**

Beginning level instruction and practice in speaking and understanding English. Intended for adults whose first language is not English. Instructor: Joan Mills

**English Conversation II (ESL), Part I**

Reading, writing, and listening activities will be integrated with conversational exercises. Prerequisite: Completion of English Conversation Level I or instructor’s permission. No class 11/3, 11/26. Instructor: Joan Mills

**English Conversation III (ESL), Part I**

Reading, writing, and listening activities will be integrated with conversational exercises. Prerequisite: Completion of English Conversation Level I and II or instructor’s permission. No class 9/7, 11/11, 11/25. Instructor: Staff

**English Conversation IV (ESL), Part I**

Reading, writing, and listening activities will be integrated with conversational exercises. Prerequisite: Completion of English Conversation Level I, II, and III or instructor’s permission. No class 9/7, 11/11, 11/25. Instructor: Gail Swartzentruber

**English Conversation V (ESL), Part I**

Reading, writing, and listening activities will be integrated with conversational exercises. Prerequisite: Completion of English Conversation Levels I, II, III, and IV or instructor’s permission. No class 11/26. Instructor: Gail Swartzentruber

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**GED® test preparation classes**

Instructors: Elizabeth Phillips and Eileen O’Rourke

**ENB 302 201: 60 hrs, FREE!**
30 sessions, 8/24 - 12/14, M&R, 8:30-10:30am (No class 9/7, 11/5, 11/26)

**ENB 302 202: 60 hrs, FREE!**
30 sessions, 8/24 - 12/14, M&Th, 10:45am-12:45pm (No class 9/7, 11/5, 11/26)

**ENB 302 231: 48.75 hrs, FREE!**
15 sessions, 8/24 - 12/7, M, 5:30-8:45pm (No class 9/7)

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**English Conversation II (ESL), Part I**

Reading, writing, and listening activities will be integrated with conversational exercises. Prerequisite: Completion of English Conversation Level I or instructor’s permission. No class 11/3, 11/26. Instructor: Joan Mills

**ENB 242 201: 60 hrs, Fee $219**
30 sessions, 9/1-12/17, T&R, 8:30-10:20am

**ENB 242 202: 60 hrs, Fee $219**
30 sessions, 9/1-12/17, T&R, 10:30am-12:20pm

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**English Conversation III (ESL), Part I**

Reading, writing, and listening activities will be integrated with conversational exercises. Prerequisite: Completion of English Conversation Level I and II or instructor’s permission. No class 9/7, 11/11, 11/25. Instructor: Staff

**ENB 200 201: 60 hrs, Fee $219**
27 sessions, 9/2-12/14, M&W, 8:30-10:33am

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**English Conversation IV (ESL), Part I**

Reading, writing, and listening activities will be integrated with conversational exercises. Prerequisite: Completion of English Conversation Level I, II, and III or instructor’s permission. No class 9/7, 11/11, 11/25. Instructor: Gail Swartzentruber

**ENB 231 201: 45 hrs, Fee $165**
14 sessions, 9/3-12/10, R, 9am-12:13pm
Arts and Crafts

Acrylic Painting for Beginners
This hands-on class is perfect for beginners who want to learn the basics of acrylic painting. Join us as we learn about different brush strokes, color mixing, and painting techniques. The instructor will provide you with a supply list on the first day of class. Instructor: Barbaraann Fagley
ENA 206 201: 18 hrs, Fee $119
6 sessions, 9/10-10/15, R, 5:30-8:30pm

Acrylic Painting for Beginners Drop In
ENA 289 201: 3 hrs, Fee $25
Join us! Pick a session from the above dates!

Chalk Paint Workshop
Worried about taking a paint brush to your own furniture? Have no fear! This introductory chalk paint class will teach you how to paint, distress, and seal your furniture. You will leave class confident in your ability to tackle that next big project...be it your kitchen cabinets or bedroom dresser. Students will need to bring a small side table, frame, or mirror to class to paint. Call (302) 259-6330 for details. All other supplies are included in tuition. Instructor: Barbaraann Fagley
ENA 283 201: 18 hrs, Fee $145
6 sessions, 9/10-10/15, R, 1-4pm

Mixed Media Essentials
This mixed media workshop will focus on the many ways to make art, encouraging the use of upcycled materials and the exploration of a variety of techniques. This class is for anyone – whether you’ve never made art and want to give it a try in a nurturing environment or you’ve been making art for years, but want some motivation to try out new methods – join us for a fun, encouraging, creative journey through mixed media process! Instructor: Nicole Truitt
ENA 273 231: 18 hrs, Fee $119
6 sessions, 9/15-10/20, T, 5:30-8:30pm
ENA 273 232 – 18 hrs, Fee $119
6 sessions, 11/10-12/15, T, 5:30-8:30pm

Portrait Workshop
Learn to create amazing portraits with individual assistance from a talented instructor! This relaxed and enjoyable course is excellent for both beginning and intermediate artists alike. Please bring pencils, paper, charcoal, pastels (optional), and a drawing board to class. Instructor: Carolyn Wisniewski
ENA 278 201: 18 hrs, Fee $95
6 sessions, 9/24-10/29, R, 1-4pm
ENA 278 202: 18 hrs, Fee $95
6 sessions, 11/5-12/17, R, 1-4pm, No class 11/26

CPR
CPR/AED and First Aid Training - American Red Cross
Students will learn the general principles of first aid for medical emergencies and injuries, adult and pediatric CPR and choking, and the operation of an AED. A course completion card will be emailed after class concludes with recertification required every two years. Students will be given a personal first aid kit. Instructor: Patricia Hill
EYK 598 261: 6 hrs., 6 CEUs, Fee $99
1 session, 10/17, S, 9am-3pm

Pastry for Beginners
Prepare and enjoy French macaroons, eclairs, cream puffs, and lemon tartlets while learning the basic mixing, shaping, and baking skills of the pastry arts! Supplies included in tuition. Instructor: Kellie Wilson
ENA 290 261: 8 hrs, Fee $99 for each parent/child team
1 session, 12/12, S, 9am-4pm

Culinary
Cake and Cupcake Decorating 101
Learn to decorate your desserts like a pro! This fun course will focus on decorating cakes and cupcakes with flowers, borders, freestyle writing and more! Supplies must be purchased and brought to the first class session. Instructor: Kellie Wilson
ENA 279 201: 3 hrs, Fee $19
1 session, 9/24-10/29, R, 1-4pm
ENA 279 202: 18 hrs, Fee $95
6 sessions, 11/5-12/17, R, 1-4pm, No class 11/26

Homemade Ravioli
Join us as we venture out from the everyday boxed spaghetti. Making your own pasta is easy and well worth the effort. Learn to stuff ravioli with a variety of fillings in an assortment of traditional shapes. A demo of some simple sauces will be included. Instructor: Denise Snyder
ENA 291 231: 8 hrs, Fee $99
1 session, 10/16, F, 6-9pm

Canning and Preserving 101
Have you ever wondered what to do with all those extra garden vegetables? Join us for this hands-on food preservation class to learn the basics of canning to preserve produce and make your own jams and jellies. All supplies included in tuition. Instructor: Tamekia Broughton
ENA 288 231: 10 hrs, Fee $129
1 session, 10/17, S, 9am-4pm

Holiday Family Cookie Baking Workshop
Calling all parents and children ages 8 and up! Join us for a fun-filled day of cookie baking and decorating in Delaware Tech’s commercial kitchen, just in time for the holidays! All children must be accompanied by a paying adult. One parent per child. Instructor: Kellie Wilson
ENA 290 261: 8 hrs, Fee $99 for each parent/child team
1 session, 12/12, S, 9am-4pm
Defensive Driving, Family, and Fitness

Defensive Driving

Defensive Driving, Basic
Earn a 10% reduction on the liability and personal injury portions of your automobile insurance premium for three years and a three-point credit applied to your Delaware driving record. Join us and learn simple driving techniques and strategies to keep you safer behind the wheel. Students must arrive 15 minutes prior to class and bring a photo ID.
Instructor: Interstate Training Alliance, LLC
EYP 325 261: 6 hrs, .6 CEUs, Fee $35
1 session, 9/12, S, 9am-4pm
EYP 325 231: 6 hrs, .6 CEUs, Fee $35
2 sessions, 10/5-10/7, M&W, 6:30-9:30pm
EYP 325 260: 6 hrs, .6 CEUs, Fee $35
1 session, 11/14, S, 9am-4pm
EYP 325 233: 6 hrs, .6 CEUs, Fee $35
2 sessions, 12/7-12/9, M&W, 6:30-9:30pm

Defensive Driving for Spanish Language Speakers
Instructor: Interstate Training Alliance, LLC
EYP 325 232: 6 hrs, .6 CEUs, Fee $35
2 sessions, 10/19-10/21, M&W, 6:30-9:30pm

Defensive Driving, Advanced
Earn a 15% discount on applicable provisions of your automobile insurance! Three-year certification course offers additional strategies for on-the-road safety, review of revised and existing traffic laws, as well as current safety technology. Prerequisite: Students must have completed the Basic Defensive Driving class. Students must be on time for class and bring a photo ID.
Instructor: Interstate Training Alliance, LLC
EYP 326 231: 3 hrs, .3 CEUs, Fee $30
1 session, 9/16, W, 6:30-9:30pm
EYP 326 261: 3 hrs, .3 CEUs, Fee $30
1 session, 10/17, S, 9am-noon
EYP 326 232: 3 hrs, .3 CEUs, Fee $30
1 session, 11/18, W, 6:30-9:30pm
EYP 326 262: 3 hrs, .3 CEUs, Fee $30
1 session, 12/2, S, 9am-noon

Family

Divorcing Parent Education Program
Parents must take a State-approved course to learn what children experience when their parents separate or divorce. This course satisfies Delaware’s legal requirement for parent education and is certified by the Department of Services for Children, Youth, and their Families. Students must bring photo ID to class. Instructors: Kendall Wilson and Elizabeth Rupprecht
EYJ 200 261: 6 hrs, .6 CEUs, Fee $89
1 session, 9/12, S, 9am-4pm
EYJ 200 231: 6 hrs, .6 CEUs, Fee $89
2 sessions, 9/15-9/17, T&Th, 6-9pm
EYJ 200 262: 6 hrs, .6 CEUs, Fee $89
1 session, 10/3, S, 9am-4pm
EYJ 200 232: 6 hrs, .6 CEUs, Fee $89
2 sessions, 10/20-10/22, T&Th, 6-9pm
EYJ 200 263: 6 hrs, .6 CEUs, Fee $89
1 session, 11/7, S, 9am-4pm
EYJ 200 233: 6 hrs, .6 CEUs, Fee $89
2 sessions, 11/17-11/19, T&Th, 6-9pm
EYJ 200 264: 6 hrs, .6 CEUs, Fee $89
1 session, 12/5, S, 9am-4pm
EYJ 200 234: 6 hrs, .6 CEUs, Fee $89
2 sessions, 12/15-12/17, T&Th, 6-9pm

Fitness

Beginner Line Dancing
Boot stomp your way to fun in this instructional line dancing class. Learn all the latest dances in addition to the “oldies but goodies.” Wear comfortable shoes and prepare to have a rip-roaring good time! Instructor: John Martin
ENR 275 231: 12 hrs, Fee $69
6 sessions, 9/24-10/29, R, 6:30-8:30pm

Country Burn
Turn up the heat and get ready to burn mega calories with this fun total body workout that kicks it country style! Country Burn is an energetic, low-impact, line dance-inspired workout which can be modified to all levels of ability. No fancy moves, no weights, no worries! Just be sure to bring your “yee-haw” and a bottle of water because this class is sure to be a barn burner! Instructor: Kelly Pettyjohn
ENR 255 231: 10 hrs, Fee $69
10 sessions, 9/2-11/4, W, 5:30-6:30pm

Delaware Tech Fitness Center Drop-In
Come check out your local, low-cost wellness and fitness center!
ENR 575 201: 1 hrs, Fee $5
1 session, 9/1-12/18, MTWRF

Instructor Feature:
Elizabeth Rupprecht
Liz Rupprecht has been a parenting education instructor at Delaware Tech for more than 10 years. Her background in education, social work, and crisis intervention enables her to objectively and compassionately educate parents about the impact their divorce or separation may have on their children. According to Liz, “My style in teaching the course is relaxed and interactive. I encourage participation from the students; we learn from each other.”
Instructor Feature:

Jude Block

Jude Block, owner of Ever-Present Yoga, is an Experienced Registered Yoga Teacher (E-RYT) for all ages and life stages who has been guiding classes in Southern Delaware since 2010. She started at Delaware Tech in 2013 with a Yoga for Kids summer camp for the Kids on Campus program and currently offers Silver Yoga and Mind & Body Yoga classes for adults. Her breath-based approach to mindfulness and movement aims to create revitalized and balanced energy while cultivating an ease, release, and freedom in both the physical and emotional bodies. This nurturing practice empowers students to feel ever-growing in their intentions, ever-connected to their intuition, and ever-present in the moment.

Golf Lessons

Learn to play golf in just a few lessons! Golf professionals will teach you the basics and various skills. You will be guided onto the golf course to put your skills into action in a casual, friendly setting. Golf clubs are available for use. If needed, please call (302) 259-6330 to reserve. Class held at the Rookery (South) in Milton. Instructor: Staff

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<th>Course Code</th>
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<td>6 hr</td>
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<tr>
<td>ENR 200 272</td>
<td>6 hr</td>
<td>$169</td>
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<td>10-11am</td>
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High Intensity Interval Training (HIIT)

Build self-confidence, raise your heart rate, and burn fat quickly using the HIIT training technique. In this fun, fast-paced 30-minute workout, you’ll give 100% of your effort for 20-40 seconds of quick, intense bursts of exercise, followed by 10-20 second recovery periods. Join us to build endurance and strength regardless of your fitness level.

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<th>Course Code</th>
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<td>M&amp;R</td>
<td>5:30-6pm</td>
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*This section will be held online via zoom. Call (302) 259-6330 for technology requirements.

Mind and Body Yoga

Let’s explore the mind/body connection through breathing techniques, yoga poses, and relaxation strategies. We’ll observe the flow of energy, sensations, and thoughts to release tension, bringing forth an overall sense of ease. In this breath-based class, breath linked with movement will enhance flexibility and strength while creating clarity, focus, and present-moment awareness. This combination will help balance our mind/body energy, leading us to feel reconnected, rejuvenated, and present! Please bring a yoga mat to class.

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<td>11:45am-12:45pm</td>
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<tr>
<td>ENR 234 2V1</td>
<td>6 hrs</td>
<td>$69</td>
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<td>7:15-8:15am</td>
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*This section will be held online via zoom. Call (302) 259-6330 for technology requirements.

Pickleball

If you’ve never played pickleball before, this is the course for you! Learn pickleball rules, terminology, primary skills, tactics, and more! Classes will be held on an indoor court at Dave Marshall Tennis Center at 1600 Pennsylvania Avenue in the Plantations community in Lewes. Join us and catch Picklemania! Instructor: Dave Marshall and Tennis Center Coaches

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<td>ENR 268 272</td>
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<td>6 hrs</td>
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Tai Chi, Level I

Tai Chi is a wonderful exercise that combines the mind, body, and spirit into graceful, slow movements. The yang short form will be used. Instructor: Dave Hickey

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<td>8 hrs</td>
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Tai Chi, Level II

Continuation of Tai Chi, Level I. Students must have taken two sessions of the Tai Chi, Level I class. Instructor: Dave Hickey

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Interested in Developing and Teaching a New Course?

Workforce Development and Community Education is continually expanding its course offerings.

If you would like to propose a new class, email Denise Denny at ddenny2@dtcc.edu.
Health & Wellness and Language & Culture

Health & Wellness

Ayurveda 101
Ayurveda is a traditional system of medicine with historical roots in the Indian subcontinent. It is a holistic system that is drawn from an understanding of nature’s rhythms and laws focusing foremost on preventative applications to support overall health. Join us as we learn how this oldest continuously practiced health-care system is used to individually support and balance one’s health. Instructor: Denise Wagoner
ENO 804 231: 2 hrs, Fee $49
1 session, 9/10, R, 6-8pm

Winter Health
Utilizing Nutrition
and Herbal Medicine
Get ready for winter! Preparation is key in the months leading up to winter. In this hands-on class, we will prepare traditional products and recipes using food and herbs that will support you and your family’s health and wellness. Join us while we prepare immune defense products such as Fire Cider, Elderberry syrup, gelatin-shots, and a hand and lip balm to protect from the cold and wind. Instructor: Denise Wagoner
ENO 805 231: 2 hrs, Fee $59
1 session, 10/8, R, 6-8pm

Integrative Health Approaches to Diet and Lifestyle
This class is a combination of lecture and food sampling. Education will surround Integrative Health approaches to support optimal health and wellbeing—with food being one of the cornerstones of good health. The nutrient-dense foods presented in class include a fall soup; mock pumpkin pie utilizing overnight oats; and dairy-free, gluten-free, and egg-free chocolate pumpkin muffins! Instructor: Staff
ENO 806 231: 2 hrs, Fee $49
1 session, 11/12, R, 6-8pm

Language & Culture

For more language offerings, see page 12.

Basic French for Travelers, Part I
Learn the basics of French to deepen and enrich your travel experiences and help you have positive interactions with local people in francophone countries. This class offers a thematic approach with vocabulary specifically targeting situations you may encounter when traveling. Join us and learn the typical language structures and grammar you will need to do more than just “survive” in France. Students must purchase textbook prior to class. For details, call (302) 259-6330.
Class meets at the Lewes Public Library.
Instructor: Lisa Lynch
ENH 221 271: 12 hrs, Fee $139
8 sessions, 9/1-10/20, T, 6-7:30pm

Beginner Italian
A comprehensive learning experience combining textbook, audio files, and lecture to introduce the basics of Italian language, art and culture. Familiarize yourself with the Italian alphabet, numbers, colors, and basic conversational phrases. Explore the alphabet and the culture of Italy through history, music, and art. Please bring a pencil and notebook to class. Students must purchase textbook prior to class, please call (302) 259-6330 for details.
No class 11/25. Instructor: Silvana Maio
ENO 204 231: 16 hrs, Fee $85
8 sessions, 10/7-12/2, W, 4:30-6:30pm

Essential Spanish for Travelers
Are you planning a trip to a Spanish-speaking country but want to guarantee you will be able to comfortably navigate your adventure and relax on your next vacation? Learn basic communication skills for traveling, such as vocabulary specific to airports, restaurants, hotels, shopping, and emergency situations. This course gives you tools to greet, ask, answer, and share basic things in Spanish. Instructor: Angelica Cristancho
EYD 813 231: 12 hrs, 1.2 CEUs, Fee $129
6 sessions, 9/8-10/13, T, 5:30-7:30pm

Spanish I
Learn practical conversational skills to communicate effectively at your work or in other situations. Basic grammar, vocabulary, and common phrases covered. Students will be expected to participate and practice speaking Spanish in class. Textbook available in the college bookstore. Instructor: Angelica Cristancho
EYD 271 2V1: 12 hrs, 1.2 CEUs, Fee $129
Online, 7/29-9/2, W, 5:30-7:30pm
Instructor: Karen Hurley
EYD 271 231: 12 hrs, 1.2 CEUs, Fee $129
6 sessions, 11/4-12/9, W, 5:30-7:30pm
Money Matters

Plan ahead and take these special courses offered with support from Discover that will enhance your budgeting skills, planning for the future, and protecting you! Scholarships are available for these financial literacy courses.

Are You Credit Worthy?
Have you heard the commercials that offer you your credit score for free? Do you know how to change your credit score? This course covers obtaining and maintaining access to credit, using credit cards, bank disadvantages of consumer credits, and exploring the various sources of consumer loans. There is a textbook used in this class. For details, call (302) 259-6330. Instructor: Kathleen Persinger

ENO 597 231: 16 hrs, Fee $199
8 sessions, 10/6-10/29, T&R, 6-8pm

Planning for the Beach? Saving, Investing, and Risk Protection
Learn how to save for your dream beach property and how to calculate the amount of savings needed to maintain a desired lifestyle in the future. Topics include: the power of compounding, the selection of investments based on their own risk/reward preferences, and the calculation of savings to reach a financial plan. There is a textbook used in this class. For details, call (302) 259-6330.
Instructor: Kathleen Persinger
ENO 598 231: 16 hrs, Fee $199
8 sessions, 11/10-12/8, T&R, 6-8pm

Where’s My Money?
At the end of the month have you ever wondered where all your money went? If you answered yes, you should come to this class! Learn the basics of the application of money management practices, concepts of financial goals within earning, budgeting, spending, and resources in banking to provide a solid foundation for financial success. You will develop a financial plan to promote a healthy standard of living. This course will provide a more comprehensive understanding of how to budget your money more efficiently. Textbook required Call (302) 259-6330 for details. Instructor: Kathleen Persinger
ENO 599 231: 16 hrs, Fee $199
8 sessions, 9/9-10/5, M&W, 6-8pm

Scholarships Available!
Households with an income of $50,640 or less will have 100% of the tuition paid by a scholarship.
Please call (302) 259-6330 for more details.
Music

Harmonica Beginner Class
Did you grow up listening to Willie Nelson or Blues Traveler? Have you always wondered if you could play the harmonica, too? You can! Join us to learn how a harmonica works, how to play it well and techniques for different styles of music. Students must bring their own G-10 Hole Diatonic Harmonica to each class.
Instructor: William Meiklejohn
ENO 221 231: 9 hrs, Fee $99
6 sessions, 9/8-9/24, T&R, 6-7:30pm
ENO 221 232: 9 hrs, Fee $99
6 sessions, 9/29-10/15, T&R, 6-7:30pm

Harmonica Advanced Class
Go beyond the basics with this advanced harmonica class! Learn new techniques and skills to impress your audience. You will be required to bring your own G-10 Hole Diatonic Harmonica to each class. No class 11/3.
Instructor: William Meiklejohn
ENO 810 231: 9 hrs, Fee $99
6 sessions, 10/20-11/10, T, 6-8:30pm

Photography

Adobe Lightroom
Learn to use Adobe Lightroom to take your photography to the next level. Whether you wish to grow your photography business or just want your photos to look more polished, this course will teach you the basics of cropping, adjusting exposure, removing blemishes, and more.
Instructor: Cassie Gotto-White
ENF 226 231: 4 hrs, Fee $45
2 sessions, 9/2-9/9, W, 6-8pm

Adobe Lightroom II
Enhance your skills in Adobe Lightroom! Join us to learn advanced techniques in Adobe Lightroom to improve the quality of your pictures.
Instructor: Cassie Gotto-White
ENF 233 231: 4 hrs, Fee $45
2 sessions, 9/16-9/23, W, 6-8pm

Special Interest

Advanced Major Crimes
This interactive course will examine national headline criminal cases such as the Son of Sam killings and the JFK assassination and the role of DNA forensics in solving murder cases. You will learn about investigative strategies and then use them in a theoretical investigation! Class will be held at the Lewes Library.
Instructor: Frank Powers
ENO 241 271: 8 hrs, Fee $75
4 sessions, 9/22-10/13, T, 6-8pm

Basic Bicycle Maintenance
Join us to learn about your bicycle’s brakes and drivetrain, how to fix a flat, how to adjust and maintain the various components your bike and how to identify and solve common problems. Squealing brakes, sloppy shifting, and more will all be addressed. This class is hands-on, so bring your bike to fix any existing or potential problems.
Instructor: Benjamen Jones
ENO 578 231: 4 hrs, Fee $39
2 sessions, 10/1-10/8, R, 6-8pm

Beginners Essential Oils
Improve your health and wellbeing and establish a chemical-free home with essential oils! Join us as we learn the chemistry behind oils, how to incorporate them into our daily lives, and the cell/brain/emotional connections of oil use.
Instructor: Nina Backes
ENO 254 231: 4.5 hrs, Fee $55
3 sessions, 10/13-10/27, T, 5-6:30pm
Big City Stand Up Comedy NEW
What’s so funny? You a wise guy or somethin'? Learn how to use your life experiences as fodder for one-liners and comic routine in this wildly fun and entertaining course. Class will be held at the Lewes Library. Instructor: Frank Powers
ENO 811 271: 8 hrs, Fee $75
4 sessions, 9/24-10/15, R, 6-8pm

Chess for Beginners
Join us as we journey into the contemplative world of chess! Learn how to set up the board, how the pieces move, and basic strategies! Class will be held at the Lewes Public Library. Instructor: Emmanuel Hale
ENO 247 271: 6 hrs, Fee $75
4 sessions, 10/6-10/27, T, 6-7:30pm

Community Emergency Response Team (CERT) Training
This FREE, two-session CERT Training class will prepare you to help yourself, your family, and your neighbors in the event of a disaster when emergency services personnel are unavailable. The class consists of training in team organization, disaster preparedness, medical operations, fire suppression, light search and rescue, animals in disaster, terrorism, and more. You can make a difference by using the basic training you receive to save lives and protect property. CERT is a national program. Upon completion of this course, you will receive a certificate signed by the DEMA director and program manager. You will also receive a CERT kit with helmet, vest, and other emergency supplies. Registration is required. Instructor: Mei Johnson
ENK 204 261 – 13 hrs, Fee FREE
2 sessions, 10/16, F, 5-9pm & 10/17, S, 8-5pm

FCC Amateur Radio License Class & Exam
Amateur Radio, or “Ham Radio,” is the most powerful and versatile communications service available to the private citizen. Here’s your opportunity to earn your Technician Class, entry-level, Amateur Radio FCC license! This National Association for Amateur Radio-sponsored class will prepare you to pass the required FCC license examination to get on the air! Please call (302) 259-6330 for information on prerequisites. Instructor: Multiple Staff
ENO 222 261: 12 hrs, Fee FREE
2 sessions, 11/14, S, 8:30am-4:30pm and 11/15, Su, 9am-1pm

Firearms: Protection & Training
Join us to learn about safe gun handling, pistol parts and operation, ammunition, shooting fundamentals and proper and proficient use of a firearm. The first two classroom sessions meet at Delaware Tech. Please note that firearms are not permitted on campus. The third session meets at the JD Defense firing range in Georgetown where you will use live ammunition for target shooting. The use of your own firearm and ammunition is permitted during the third session only. If you do not use your own firearm, an additional firearm/ammunition fee is required. Instructor: John Davis
ENO 201 231: 6 hrs, Fee $79
3 sessions, 10/8, R, 7-9pm, 10/15, R, 7-8pm, 10/17, S, 9am-12pm

Get Paid to Talk: Making Money With Your Voice
Ever been told you have a great voice? From audio books and cartoons to documentaries, commercials, and more, this class will introduce students to a growing field of voice over. Learn what the pros look for, how to prepare, and where to find work in your area. You’ll also get to record a short professional script under the direction of the instructor! This class is lots of fun, realistic, and a great first step for anyone interested in the voice over field. Instructor: Voice Coaches
ENO 529 231: 2.5 hrs, Fee $45
1 session, 11/4, W, 6:30-9pm

Jamestowne v Plimoth: America the Beautiful
2020 marks the 400th anniversary of Pilgrims’ arrival in North America. Due to the myth of the “First” Thanksgiving, many Americans erroneously believe the Pilgrims’ settlement in Plimoth was the first successful English settlement in what is now the United States. However, thirteen years prior to the Pilgrim’s arrival, 104 men and boys established James Fort in Virginia. Through the use of lecture and video clips, this course will compare and contrast the competitive histories of these two pioneering colonies and show how these different establishments were a critical part of creating “America the Beautiful.” Course meets at the Lewes Public Library. No class 11/5. Instructor: Eric Mease
ENO 263 271: 8 hrs, Fee $79
4 sessions, 10/22-11/19, R, 6-8pm,

Oh, Say Can You See: The Story of the Star-Spangled Banner
The Star-Spangled Banner, a source of pride in good times and comfort in bad, remains controversial, not only for what it stands for, but for how it was composed and by whom. This course will explore the anthem, the war and battle that generated it, the author, and the tune that accompanies it. Course meets at the Lewes Public Library. Instructor: Eric Mease
ENO 812 271: 8 hrs, Fee $79
4 sessions, 9/22-10/13, T, 6-8pm
Special Interest

Paranormal Investigation 101
Love paranormal TV? Want to learn the difference between what you see on TV and a real investigation? Then this course is for you! Discover the basic knowledge and skills needed to conduct a paranormal investigation. The first three classroom sessions will meet at Delaware Tech. The fourth session will culminate with a field trip to support hands-on investigation experience (optional). *Liability waiver and admittance fee may be required by the selected location. Instructor: Carol Pollio
ENO 213 231: 8 hrs, Fee $89
4 sessions, 10/28-11/18, W, 7-9pm

Psychic Development Workshop
Everyone is born with intuitive ability, but few of us understand how to identify and tap into it. This course will combine lecture material with practice exercises to help participants discover their own unique intuitive and psychic abilities. Students should bring at least one item and one photograph, both of which they know the history and previous ownership of, to validate their impressions. One hour lunch break.
Instructor: Carol Pollio
ENO 259 261: 8 hrs, Fee $79
1 session, 9/19, S, 8am-5pm

Women’s Firearms: Protection & Training
Join us in this women-only class to learn about safe gun handling, pistol parts and operation, ammunition, shooting fundamentals, and proper and proficient use of a firearm. The first two classroom sessions meet at Delaware Tech. Please note that firearms are not permitted on campus. The third session meets at the JD Defense firing range in Georgetown where you will use live ammunition for target shooting. The use of your own firearm and ammunition is permitted during the third session only. If you do not use your own firearm, an additional firearm/ammunition fee is required.
Instructor: John Davis
ENO 205 231: 6 hrs, Fee $79
3 sessions, 10/22, R, 7-9pm, 10/29, R, 7-8pm, 10/31, S, 9am-noon

Shamanic Arts & Practices Workshop Series
This series of workshops will explore shamanic arts and practices with the goal of rediscovering the ancient wisdom of the shaman, including the five sessions listed below. All materials are included in tuition. Instructor: Carol Pollio
ENO 815 231 – 15 hrs, Fee $159
5 sessions, 9/9-10/7, W, 6-9pm

Session 1: Clearing Negative Energy and Creating Sacred Space
Join us as we learn about the origins of shamanism, how shamans view and work with energy, and the tools and materials used to heal, balance energy, and increase personal wellness. You will learn how to restore peace and harmony to living spaces and live a more grounded and balanced life. You will create a feather wand for use in energy work or ceremony using naturally gathered materials for this class project.
ENO 816 231: 3 hrs, Fee $40
1 session, 9/9, W, 6-9pm

Session 2: Reconnecting with Nature & Animal Spirit Guides
Learn about the cycles of nature and the many nature spirits in shamanism, including spirit animals, totems, and guides. You will learn practical ways to reconnect with the natural world and to identify and connect with your personal animal spirit guardians and guides. You will create a smudge stick or bundle for use in energy work or ceremony using naturally gathered materials for this class project.
ENO 817 231: 3 hrs, Fee $40
1 session, 9/16, W, 6-9pm

Session 3: Restoring the Human Spirit Using Shamanic Healing Practices
Learn about ancient shamanic healing practices and ceremonies, including soul retrieval, spirit extraction, and power animal retrieval, and gain an understanding of how ancestral patterns and trauma affect the current generation. You will create a personal medicine wheel for use in spiritual healing practices and ceremonies for this class project.
ENO 818 231: 3 hrs, Fee $40
1 session, 9/23, W, 6-9pm

Session 4: Shamanic Plant and Crystal Medicine
Learn about the Plant People (plants), Standing People (trees), and the Stone People (stones and crystals). Native Americans in North America depended upon medicinal and ceremonial use. You will learn to gather appropriate local natural materials for a personal medicine bag. As this session’s class project, each participant will create a medicine bag.
ENO 819 231: 3 hrs, Fee $40
1 session, 9/30, W, 6-9pm

Session 5: The Power of Ritual and Ceremony
In this final workshop, all aspects of the previous sessions will be brought together to demonstrate how ancient shamanic rituals and ceremonies can be incorporated into everyday life. You will learn how to release stress, patterns of behavior, and personal trauma through the use of healing, surrender, and cleansing rituals shared in this session. You will then be able to develop your own health and wellness plan using the shamanic tools, methods, and practices presented in these sessions. Each participant will create a surrender box or prayer tie as this session’s class project.
Prerequisite: Students must have attended sessions 1-4 to participate in session 5.
Technology

Canva for Beginners
Canva is a free graphic design tool you can use to create digital graphics for personal and professional use. This hands-on course will arm you with the tips and inspiration you need to design amazing graphics and documents. From social media posts to resumes, Canva offers something for everyone. Join us and put Canva to work for you!
Instructor: Cassie Gotto-White
ENF 224 2V1: 4 hrs, Fee $45
2 sessions, 10/7-10/14, W, 6-8pm
*This section will be held online via Zoom. Call (302) 259-6330 for technology requirements.

Advanced Canva
Join us in this advanced Canva class to take your digital graphic design skills – and your marketing campaign – to the next level! Instructor: Cassie Gotto-White
ENF 234 2V1: 4 hrs, Fee $45
2 sessions, 10/21-10/28, W, 6-8pm
*This section will be held online via Zoom. Call (302) 259-6330 for technology requirements.

Introduction to Computers
Whether it’s for business or home, how does your computer operate? Develop confidence using the mouse, review common computer terminology, practice basic functions in Microsoft Word, Excel, and PowerPoint and explore the internet. Learn about files and folders, creating, saving, and printing documents. Builds a foundation for continued computer use. Mouse and keyboard experience is helpful.
Instructor: Staff
EYF 201 231: 24 hrs, 2.4 CEUs, Fee $119
8 sessions, 9/15-11/10, T, 5:30-8:30pm

iPad/iPhone for Beginners
Learn how to create and navigate your home screen, explore maps, set up and use email, take photos, and more! You will also learn about FaceTime and the App Store. Although iPads will be available, students are strongly encouraged to bring their own iPhone or iPad.
Instructor: Wendy Reed-Ridgeway
ENF 585 231: 4 hrs, Fee $45
2 sessions, 9/22-9/24, T&R, 6-8pm

Photos and the Apple iCloud
Do you have an iPhone or iPad? Are you confused about “the cloud?” Learn how to set up your iCloud account and use the many services your account provides, the difference between syncing and backing up, choosing what to sync, the Find My iPad/iPhone feature, and more.
Instructor: Wendy Reed-Ridgeway
ENF 202 231: 2 hrs, Fee $35
1 session, 10/6, T, 6-8pm

Understanding iCloud for iPad/iPhone
Do you have an iPad or iPhone? Are you confused about “the cloud?” Learn how to set up your iCloud account and use the many services your account provides, the difference between syncing and backing up, choosing what to sync, the Find My iPad/iPhone feature, and more.
Instructor: Wendy Reed-Ridgeway
ENF 207 231: 2 hrs, Fee $35
2 sessions, 10/13-10/15, T&R, 6-8pm
YOUTH PROGRAMS

FOR MORE INFORMATION ON ALL YOUTH PROGRAMS VISIT US ONLINE AT:
GO.DTCC.EDU/OWENSKIDSONCAMPUS
Delaware Tech TRiO Programs

Delaware Tech’s TRiO programs are designed to identify promising students, prepare them to do college work, provide information on academic and financial aid opportunities, as well as tutoring and support services in an effort to enhance high school completion, college retention, and graduation. Students enrolled in Delaware Tech’s TRiO programs mirror our nation’s multi-ethnic society. These Federal TRiO Programs are outreach and student services programs designed to serve and assist low-income individuals, first-generation college students, and individuals with disabilities to progress through the academic pipeline from middle school to post-secondary programs. Based on the premise that all students should have access to higher education, TRiO programs address non-financial barriers to post-secondary education, including inadequate academic preparation, lack of family or peer support, and limited post-secondary education or opportunities.

Delaware Tech offers the following programs for students in the schools listed below:

Educational Talent Search
- Sussex Central, Indian River, Laurel, Seaford, & Woodbridge High Schools
- Selbyville, Millsboro, Georgetown, Laurel, Seaford & Woodbridge Middle Schools

Upward Bound Math & Science
- Sussex Central, Laurel, Seaford & Woodbridge High Schools

Classic Upward Bound
- Sussex Central, Laurel, Seaford & Woodbridge High Schools

For more information, visit dtcc.edu/owenskidsoncampus

Delaware Tech Out of School Youth Program (Stepping Up to Success)

Stepping Up to Success provides out-of-school youth within our community the opportunity to earn their GED, improve financial literacy, gain interpersonal and occupational skills, and participate in a paid work experience. The goals of the program are implemented through a highly structured, non-traditional environment integrating training, mentoring and diverse educational activities. Our purpose is to empower youth (ages 16-24), facing serious barriers to employment, by providing training and other services that will result in increased employability, earnings, educational and occupational skill credentials; thereby improving the quality of the workforce and enhancing its productivity and competitiveness. For more information, please contact us at (302) 259-6372.

2021 Sussex County Science Fair

Be part of history with the 28th Annual Sussex County Science Fair! The Science Fair will take place at Delaware Technical Community College in Spring 2021. This fair consists of Science, Technology, Engineering, and Math (STEM) projects that have been researched, prepared, and presented by Sussex County students in grades 6 through 12.

Come explore the variety of projects!
For more information, visit www.sussexcountysciencefair.org
Welcome to Encore! In this era of lifelong learning, our emphasis is on consistently developing quality programs and services geared toward individuals aged 50 and older. Encore is dedicated to serving the educational, cultural, and social interests of its members through courses, trips, events, and exclusive membership benefits.

Annual membership fee of $39 entitles you to these great perks!

- $5 discount on our personal enrichment courses covering a wide spectrum of interests including art, history, financial and retirement planning, fitness, and more*
- $10 discount on our great trips all over the mid-Atlantic
- Members-only classes
- FREE Fitness Center membership**
- FREE admission to our monthly Lunch and Learn seminars
- FREE one-time admission to Treasures of the Sea museum
- FREE members-only book club
- Full access to the Stephen J. Betze Library**
- Your own Delaware Tech email address and Student ID card
- Many educational discounts on software and technology-including Microsoft Office 365 options

Register Today! ENQ 598 201

Call (302)259-6330 or register online at dtcc.edu/workforcedevelopment

* Excludes Defensive Driving and Divorcing Parent classes
**Must present Student ID for use of these services

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**Arts and Crafts**

**Beginning Watercolor**  
Learn to use watercolor to paint realistic and abstract objects. Students will choose their own painting subjects from photographs, sketches, magazine, or newspaper images, etc. Please call registration for supply list at (302) 259-6330. Instructor: Staff

ENQ 879 201: 18 hrs, Fee $119  
6 sessions, 9/8-10/13, T, 9am-noon

**Drawing Skills for Beginners**

Calling all doodlers and aspiring artists! Join us to learn basic drawing skills such as depth creation, the use of atmospheric perception and more with both real and abstract subjects. All genre will be explored. Please call registration for supply list at (302) 259-6330. Instructor: Staff

ENQ 880 201: 18 hrs, Fee $119  
6 sessions, 9/8-10/13, T, 1-4pm

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**Enrichment**

**Bowling for Seniors**

Join our virtual bowling team! Bowl using our cutting edge virtual reality equipment. It's just like the bowling you know and love, but it won’t hurt your fingers or hands! Come out and join the fun of virtual bowling.

ENQ 522 201: 6 hrs, Fee $25  
4 sessions, 9/3-9/24, R, 10-11:30am

**Encore Book Club**

Are you looking for a fun way to enjoy books and meet new people? If so, our Encore Book Club is for you! Facilitated by our Encore members, we will have a reading plan and discussion questions for each meeting. Join us for a good read and a great discussion!

Instructor: Kathleen Persinger

ENQ 841 201: 1.5 hrs, Free!  
1 session, 9/16, W, 1-2:30pm

ENQ 841 202: 1.5 hrs, Free!  
1 session, 10/21, W, 1-2:30pm

ENQ 841 203: 1.5 hrs, Free!  
1 session, 11/18, W, 1-2:30pm

ENQ 841 204: 1.5 hrs., Free!  
1 session, 12/16, W, 1-2:30pm

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**Date Night with a Culinary Class**

**Homemade Ravioli**

Back by popular demand! Join us as we venture out from the everyday boxed spaghetti. Making your own pasta is easy and well worth the effort. Learn to stuff ravioli with a variety of fillings in an assortment of traditional shapes. A demo of some simple sauces will be included.

Instructor: Denise Snyder

ENQ 540 231: 3 hrs, Fee $119 per couple  
1 session, 10/9, F, 6-9pm

**Hearty Chicken and Lemon Orzo Soup**

A warm, hearty soup is the perfect meal on a cold night. Learn to prepare this filling and remarkably tasty soup to enjoy all season long.

Instructor: Denise Snyder

ENQ 881 231: 3 hrs, Fee $119 per couple  
1 session, 11/6, F, 6-9pm

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**Encore Writers’ Club**

Do you like to write? If you do, join the Encore Writers’ Club! You have your own original truth to tell and what you have to say is important. Our Encore Writers’ Group provides a safe, fun, and pleasant environment to let your individual voice be spoken and enjoyed.

Instructor: Kathleen Persinger

ENQ 520 201: 1.5 hrs, Free!  
1 session, 9/16, W, 10-11:45am

ENQ 520 202: 1.5 hrs, Free!  
1 session, 10/21, W, 10-11:45am

ENQ 520 203: 1.5 hrs, Free!  
1 session, 11/18, W, 10-11:45am

ENQ 520 204: 1.5 hrs., Free!  
1 session, 12/16, W, 10-11:45am
Fitness

Silver Yoga
Join us for specialized yoga classes for older adults! Feel renewed and revitalized as we combine breath awareness with movement to enhance flexibility, strength, and balance. This nurturing practice will create focus, clarity and an overall sense of well-being. Please bring a yoga mat to class.
Instructor: Jude Block
ENQ 232 201: 6 hrs, Fee $59
6 sessions, 9/15-10/20, T, 10:30-11:30am
ENQ 232 202: 6 hrs, Fee $59
6 sessions, 11/3-12/15, T, 10:30-11:30am
(No class 11/24)

Trips

The Role of the US in Space Lecture & Wallops Island Tour – 10/5 & 10/6, M & T
Special guest speaker Bill Ayrey, an employee of ILC Dover for over 40 years, will provide an overview of the role the United States played in the early space race with an emphasis on Delaware’s rich history of supporting NASA. This support included the southern Delaware company, ILC Dover, which designed and produced all of the Apollo space suits worn on the moon. The role Wallops Island continues to have in supporting NASA’s space program will also be discussed. The next day, join us for an unforgettable tour of NASA’s Wallops Island Flight Facility. Lunch is included in tuition. Departs DTCC at 8am; departs Wallops Island at 3pm. Refund available prior to 9/5.
ENS 895 271: Encore Members, $75

Delaware Breakwater East End Lighthouse Tour – 10/7, W
Join us for a cruise to the iconic Delaware Breakwater lighthouse! During our narrated tour, you’ll learn about the lighthouse’s rich maritime history and will have an opportunity to disembark to walk around and through the structure. Lunch included in tuition. Departs DTCC at 9:15am; departs Lewes at 1:30pm. Refund available prior to 9/7.
ENS 600 271: Encore Members, $69

Hagley Museum Tour – 10/15, T
Take a journey through the historic DuPont Company black powder yards, the garden and grounds of the first DuPont family home in America. This tour will show guests what makes Hagley unique—the black powder yards, the historic machinery, and the original home of the DuPont family in America. Guests will see demonstrations of a nineteenthcentury machine shop, watch a water turbine bring Hagley’s eight-ton iron roll mills to life, and witness a black powder explosion. On the second half of the tour, guests will visit the DuPont family home, the first office, and their first garden, and learn about how the family lived, worked, and played at Hagley. After the tour, we will enjoy a delicious lunch on the Hagley property followed by time to explore the museum store. Departs DTCC at 8:30am; departs Wilmington at 2:15pm. Refund available prior to 9/15.
ENS 632 271: Encore Members, $59

Adventure Aquarium – 11/4, W
Discover the underwater world like never before! Formerly know as the New Jersey State Aquarium, Adventure Aquarium features one-of-a-kind exhibits with more than 15,000 aquatic species throughout two million gallons of water. The aquarium is home to the largest collection of sharks on the East Coast, the only great hammerhead shark on exhibit in the United States, and is the only aquarium in the world to exhibit hippos. Lunch is included in tuition. Departs DTCC at 8:30am; departs Camden at 4pm. Refund available prior to 10/4.
ENS 575 271: Encore Members, $69
Lunch and Learn Seminars

FREE!

Bring your lunch and your brain! We’ll listen to a guest lecturer present and then open the floor for questions and discussion.

Please call (302) 259-6330 to register.

September

Dragonflies and Damselflies of Delaware
Speaker: Tony Schoch
Join long-time environmental educator Tony Schoch for a fun and educational discussion on anatomy, life cycle, and ecological significance of the dragonflies and damselflies. Tony will also teach us how to identify the various species of dragonflies and damselflies that are found in Delaware!

ENQ 808 201: 2 hrs, Free!
1 session, 9/9, W, 11am–1pm

October

Marine Mammals & Sea Turtles of Delaware: Conservation & Rescue
Speaker: Suzanne Thurman
Join Suzanne Thurman, Executive Director and Founder of the Marine Education, Research and Rehabilitation Institute (MERR), for an unforgettable and informative discussion about Delaware’s sea turtles and marine mammals, their ecology, and MERR’s efforts to protect them.

ENQ 809 201: 2 hrs, Free!
1 session, 10/14, W, 11am-1pm

November

Elder Law: Plan Today to Protect Your Family’s Tomorrow
Speaker: Michele Procino-Wells, Esquire
We’ll explore all three stages of estate planning: lifetime planning, end-of-life planning, and asset protection planning because a well-rounded plan includes all three. This discussion will clarify the difference between a Power of Attorney and Advance Health Care Directive. The probate process will be unraveled, correlated to the use of Trusts in Delaware, and will then identify how Wills and Trusts work together. Attendees will learn the benefits of a thorough Tangible Personal Property Memorandum, the dangers of jointly owned assets, and the importance of appropriate beneficiary designations. Study will also explain the ethics surrounding asset protection planning to shelter assets from the costs of long-term care and discuss the planning strategies available and most commonly used.

ENQ 810 201: 2 hrs, Free!
1 session, 11/12, R, 11am-1pm

December

It’s Your Time! How to live passionately and generate income with a fulfilling “second act” career of your choosing in your 60s and 70s, and beyond!
Speaker: Penny Boyce
Do you feel differently about retirement than most people? Do you know you have a lot left to contribute? And that it wouldn’t hurt to make some money too? In this presentation, you’ll learn about the three simple, but powerful mindset shifts that allow newly retired (or early retired) folks to confidently chart a new course for fulfilling work in retirement. You’ll also discover the 4 steps you’ll need to consider for your second act “action plan,” a plan you must have!

ENQ 811 201: 2 hrs, Free!
1 session, 12/9, W, 11am-1pm

Following the Lunch and Learn, we invite you to embark on a guided tour of the Delaware Technical Community College facilities with one of our staff members!
Travel with Delaware Tech

REGISTRATION OPENS JULY 1.
DON’T RISK DISAPPOINTMENT. REGISTER FOR TRIPS EARLY!

DEPARTURE INFORMATION:
Trips will depart from Delaware Tech, Stephen J. Betze Library parking lot. Meals are independent unless otherwise noted.

TRIP DISCLAIMER:
Delaware Tech is not responsible for any loss, cost, injury, expense, or damage to you or your property incurred in connection with any trip. We suggest you do not leave personal belongings aboard the bus while you are touring your destination.
The College assumes no responsibility for loss or damage.
Refunds for trips are as noted.

We send email reminders for upcoming trips. Be sure to give your email address when you register!

Museum of the Bible– 10/3, S
Come experience the Bible at one of Washington D.C.’s most popular attractions. This museum aims to be among the most technologically advanced and engaging museums in the world. Showcasing rare artefacts spanning 3,500 years of history, the museum offers an immersive and personalized experience with the Bible. Lunch included in tuition. Departs DTCC at 8am; departs Washington DC at 3pm. Refund available prior to 9/3.
ENS 984 271: Encore Members, $75
ENS 985 271: General Public, $85

Smithsonian- 10/3, S
The day is yours to stroll through the eight museums located on the National Mall between the Washington Monument and the Capitol. Independent lunch. No food or drink may be brought into the museums. Departs DTCC at 8am; departs Washington DC at 3:30pm. Refund available prior to 9/3.
ENS 248 271: Encore Members, $45
ENS 247 271: General Public, $55

Smith Island Cruise– 10/3, S
Explore Smith Island, Maryland which was discovered in 1608 by Captain John Smith. This is the state of Maryland’s only inhabited offshore island. Come join us on the island as you will experience talking to locals, eating amazing local food while staring at wildlife all around this island. First you will experience a boat cruise that will take you to the island. Then you will have a family-style luncheon, which features some of the BEST seafood on the Eastern Shore, and taste the famous Smith Island cake, the official cake of Maryland. Departs DTCC at 10:30 am; departs Crisfield at 5 pm. Refund available prior to 9/3.
ENS 726 271: Encore Members, $135
ENS 725 271: General Public, $145

Nemours Mansion and Garden – 10/6, T
Join us as you stroll around in the gardens and mansion owned and developed by Alfred I. duPont (1864-1935). Nemours Estate comprises an exquisite, 77-room mansion, the largest formal French gardens in North America, a Chauffeur’s Garage housing a collection of vintage automobiles used on the Estate, and nearly 200 acres of scenic woodlands, meadows and lawns. Meal included in tuition. Departs DTCC at 8am; departs Wilmington at 3pm. Refund available prior to 9/6.
ENS 880 271: Encore Members, $55
ENS 894 271: General Public, $65

Bird and Pony Watching Cruise – 10/7, W
Experience Virginia bird watching at its best on the Assateague Explorer’s Bird Watching Tour. This cruise is your way to reach isolated areas where shore birds, bald eagles, and other birds thrive near the Chincoteague National Wildlife Refuge at Assateague. Join us for a 90-minute tour followed by an independent lunch and free time in quaint downtown Chincoteague. Departs DTCC at 8:30am; departs VA at 3pm. Refund available prior to 9/7.
ENS 608 271: Encore Members, $89
ENS 609 271: General Public, $99

St. Michaels Day and Cruise – 10/10, S
Come cruise on the Patriot while you enjoy the beautiful views along the Miles River. Relax while you listen to a historic narrative on the beginnings of St. Michaels and the evolution of the Chesapeake Bay. This cruise will be 80 minutes long. Enjoy your meal while you enjoy the beautiful views. Departs DTCC at 10:30am; departs St. Michaels at 4:30pm. Refund available prior to 9/10.
ENS 220 271: Encore Members, $75
ENS 253 271: General Public, $85
Catoctin Colorfest – 10/10, S
Located at the base of the beautiful Catoctin Mountains in Thurmont, Md., Catoctin Colorfest is held annually as the area’s vibrant leaves are changing. Catoctin Colorfest began in 1963 with what started as a nature walk but quickly evolved into a juried arts and crafts festival featuring 300 well-known and respected artisans from across the United States. Ranked in the top 35 festivals in the US, in addition to the wide selection of beautiful handcrafted items, an array of delicious, local food is also available to satisfy every appetite. Independent meals. Bus will stop for dinner in Annapolis, Md. Departs DTCC at 8am; departs Thurmont at 4pm. Refund available prior to 9/10.
ENS 929 271: Encore Members, $69
ENS 967 271: General Public, $79

Choptank Riverboat Company- Lunch Cruise – 10/14, W
Join us as we take a riverboat cruise with the Choptank Riverboat Company. For 2 hours we will cruise to Cambridge, MD and feast on delicious food from Suicide Bridge Restaurant. Crab cake and fried chicken combo with vegetables, potatoes and a dessert. Departs DTCC at 9:30 am; departs Hurlock at 2:30pm. Refund available prior to 9/14.
ENS 673 271: Encore Members $115
ENS 674 271: General Public $125

Colonial Williamsburg- 10/17, S
Williamsburg: the capital of the Virginia Colony from 1699 to 1780 and the birthplace of the ideals that shaped America. Stomping grounds of our Founding Fathers, British loyalists, ordinary citizens and servants. When we arrive, you’ll have time to explore the world’s largest living history museum on your own and enjoy an independent lunch. Then, in the afternoon, we will meet and embark on a tour of daily life in 18th century America. Independent meals. Bus will stop for dinner on return trip. Departs DTCC at 6am; departs Williamsburg at 5pm. Refund available prior to 9/17.
ENS 661 271: Encore Members, $159
ENS 662 271: General Public, $169

Bay Lighthouses Cruise – 10/21, W
Pass under the twin spans of the Bay Bridges and by Sandy Point Shoal, Baltimore Harbor, and Thomas Point lighthouses. During your Chesapeake Bay Cruise and into the history of these three historic Chesapeake Bay lighthouses, our characterization of a turn of the century lighthouse keeper will keep guests entertained and engaged throughout the duration of the trip. Peppered with humor, anecdotes, tales of famous keepers and even a fun story or two, our lighthouse tour promises not only a memorable cruise but a journey into past, present, and future as well. Lunch included in tuition. Once we arrive back at the dock, guests will have a short time to explore Annapolis, Md. Departs DTCC at 8:30 am; departs Annapolis at 4pm. Refund available prior to 9/21.
ENS 651 271: Encore Members, $99
ENS 652 271: General Public, $109

An Adventurous Day in Annapolis, Md. – 10/21, W
Enjoy the beautiful views of the Chesapeake Bay while you stroll through shops downtown. Annapolis is known for its beautiful and eclectic shopping it has to offer. While you are downtown, experience the Naval Academy’s museum and prestigious groups or enjoy the many wonderful restaurants overlooking the water. Come sail away! Departs DTCC at 8:30am; departs Annapolis at 4pm. Refund available prior to 9/21.
ENS 281 271: Encore Members $25
ENS 287 271: General Public $35

Autumn Leaf Special- 10/21, W
Surround yourself with the beauty and splendor of autumn during the most colorful time of the year. Join us for a 1.5 hour round trip train ride to Mt. Cuba Picnic Grove. Stop for a delicious boxed lunch (included in tuition) and enjoy the scenery surrounding you. Bring your camera and behold the best that the Red Clay Valley has to offer. Departs DTCC at 9:30 am; departs Wilmington at 2:30 pm. Refund available prior to 9/21.
ENS 702 271: Encore Members $65
ENS 703 271: General Public $75

The Role of the US in Space Lecture & Wallops Island Tour- 10/21 & 10/22, W & R
Special guest speaker Bill Ayrey, an employee of ILC Dover for over 40 years, will provide an overview of the role the United States played in the early space race with an emphasis on Delaware’s rich history of supporting NASA. This support included the southern Delaware company, ILC Dover, which designed and produced all of the Apollo space suits worn on the moon. The role Wallops Island continues to have in supporting NASA’s space program will also be discussed. The next day, join us for an unforgettable tour of NASA’s Wallops Island Flight Facility. Lunch is included in tuition. Departs DTCC at 8:30am; departs Wallops Island at 3pm. Refund available prior to 9/21.
ENS 895 272: Encore Members, $75
ENS 898 272 : General Public, $85

Interested in Hosting a Trip?
Please call (302) 259-6364 for more details.
Haunted Berlin
Ghost Walk- 10/23, F
Spend some independent time sightseeing and grabbing a bite to eat in America’s coolest small town. Then, as night falls, join us on a guided 1.5-mile Ghost Walk in historic Berlin, Maryland. Hear about the child who haunts the historic Atlantic Hotel, the spirit who hides in an antique store basement and the apparitions of people long dead who are still seen walking Berlin’s streets. You’ll be able to touch the healing tree, walk in the steps of “the Elemental” who haunts a spot near the old rail line, and take a nighttime stroll through a very old, very dark graveyard. This tour is appropriate for children of all ages. Independent meal. Departs DTCC at 3pm; departs Berlin at 9pm. Refund available prior to 9/23.
ENS 583 271: Encore Members, $39
ENS 678 271: General Public, $49

Day in New York- 10/24, S
Spend a day in Manhattan doing whatever you choose! Please confirm trip prior to purchasing Broadway tickets. Drop-off and pick-up location will be at the 9/11 Memorial Museum and One World Observatory. Departs DTCC at 6am; departs NY at 5:30pm. Refund available prior to 9/24.
ENS 245 271: Encore Members, $85
ENS 244 271: General Public, $95

Ellis Island & the Statue of Liberty – 10/24, S
Join us and experience the beauty and splendor of New York City aboard the Statue of Liberty ferry. Tour the grounds of Liberty Island and take the perfect photo of Lady Liberty. Then experience Ellis Island which is a symbol of American immigration. Tour the Ellis Island Immigration Museum and research your family history. Ferry and Museum included in tuition. Independent lunch. Departs DTCC at 6am; departs NY at 5:30pm. Refund available prior to 9/24.
ENS 508 271: Encore Members, $99
ENS 507 271: General Public, $109

Hamilton on Broadway – 10/28, W
Back by popular demand! Join us at Broadway’s Richard Rodgers Theatre for Hamilton, the story of the unlikely Founding Father determined to make his mark on the new nation. From orphan to Washington’s right-hand man, rebel to war hero, a loving husband caught in the country’s first scandal, to the Treasury head who made an untrusting world believe in the American economy. George Washington, Eliza Hamilton, Thomas Jefferson and Hamilton’s lifelong friend/foil Aaron Burr all make their mark in this astonishing new musical exploration of a political mastermind. Independent lunch and dinner. Departs DTCC at 6am; departs New York at 6:30pm. Refund available prior to 9/28.
ENS 675 271: Encore Members, $349
ENS 676 271: General Public, $359

A Day in New York – 10/28, W
Spend a day in Manhattan doing whatever you choose! Drop off location will be at Rockefeller Center. Departs DTCC at 6am; departs NY at 6pm. Refund available prior to 9/28.
ENS 245 272: Encore Members, $85
ENS 244 272: General Public, $95

Eastern State Penitentiary and Reading Market
Terminal- 10/31, S
First tour one of the most famous prisons in the world, often called the first true “penitentiary”, designed to inspire true regret in the hearts of convicts. It’s now crumbling cells once held notorious criminals including “Slick Willie” Sutton and Al Capone. After our tour, head over to the Reading Terminal Market for a late lunch. Everything you need to create a memorable meal, from cookbooks, to table linens, to kitchen ware, to fresh flowers, and more. One of the widest variety of restaurants under one roof. Independent lunch. Departs DTCC at 8am; departs Philadelphia at 3:30pm. Refund available prior to 9/31.
ENS 616 271: Encore Members $65
ENS 617 271: General Public $75

A Day in Philadelphia- 10/31, S
Enjoy an independent day in the historical area of Philadelphia. See Independence Hall, the Liberty Bell or whatever you choose. A wealth of fun and fascinating experiences awaits you! Departs DTCC at 8am; departs Philadelphia at 4pm. Refund available prior to 9/31.
ENS 614 271: Encore Members $35
ENS 615 271: General Public $45

Bronx Zoo- 11/2, M
Discover your wild side at the Bronx Zoo! Encompassing 265 acres of parks, woods and streams, the Bronx Zoo is the largest urban zoo in the U.S. The zoo’s animals and exhibits span the globe, from tiny toads from Tanzania to big cats from the Russian Far East. With more than 6,000 animals representing 700 species, the zoo is the perfect place to inspire animal lovers of all ages. Independent meals. Departs DTCC at 6:30am; departs New York at 4pm. Refund available prior to 10/2.
ENS 699 271: Encore Members, $129
ENS 711 271 : General Public, $139

New York Botanical Garden- 11/2, M
The 250-acre New York Botanical Garden - the largest in any city in the United States - is a showplace of nature in every season of the year. Discover indoor rain forests and deserts, 50 acres of native forest featuring 30,000 distinguished trees, many of which are more than 200 years old, a river, waterfalls, rolling green hills, 50 specialty gardens and collections featuring more than one million plants, and much, much more. Lunch is included in tuition. Departs DTCC at 6:30am; departs New York at 4:30pm. Refund available prior to 11/2.
ENS 718 271: Encore Members, $149
ENS 731 271 : General Public, $159
Travel and Culture

National Museum of the American Indian- 11/9, M
The National Museum of the American Indian houses one of the world’s most expansive collections of Native American objects, photographs, artifacts and media. The museum’s sweeping curvilinear architecture, its indigenous landscaping, and its exhibitions, all designed in collaboration with tribes and communities from across the hemisphere, combine to give visitors the sense and spirit of Native America. Lunch included in tuition. Departs DTCC at 8am; departs Washington DC at 4pm. Refund available prior to 10/9.
ENS 787 271: Encore Members, $59
ENS 790 271: General Public, $69

Smithsonian- 11/9, M
The day is yours to stroll through any of the Smithsonian Institution museums located near the National Mall between the Washington Monument and the Capitol. Enjoy an independent lunch at a museum restaurant or in one of the area’s countless eateries. Please note that no outside food or drink may be brought into the museums. Departs DTCC at 8am; Departs DC at 3:30pm. Refund available prior to 10/9.
ENS 248 272: Encore Members, $45
ENS 247 272: General Public, $55

Elf the Musical at the Dutch Apple Dinner Theatre- 11/21, S
Enjoy lunch and a family-friendly show at the Dutch Apple Dinner! Elf the Musical is the story of Buddy, a young orphan, who mistakenly crawls into Santa’s bag of gifts and is transported to the North Pole. The would-be elf is raised, unaware that he is actually a human until his enormous size and poor toy-making abilities cause him to face the truth. With Santa’s permission, Buddy embarks on a journey to New York City to find his birth father and discover his true identity. Faced with the harsh realities that his father is on the naughty list and his half-brother doesn’t even believe in Santa, Buddy is determined to win over his new family and help New York remember the true meaning of Christmas. Departs DTCC at 8am; departs Lancaster at 3:30pm. Refund available prior to 10/21.
ENS 804 271: Encore Members, $135
ENS 993 271: General Public, $145

Yuletide at Winterthur- 11/30, M
Founded by Henry Francis DuPont, Winterthur (pronounced “winter-tour”) is the premier museum of American decorative arts, reflecting both early America and the DuPont family’s life here. Its 60-acre naturalistic garden is among the country’s best, and its research library serves scholars from around the world. We invite you to visit and explore this place of beauty, history, and learning and enjoy a special reserved tour of the house and grounds. Lunch provided at the café. Departs DTCC at 9am; departs Wilmington at 3pm. Refund available prior to 10/30.
ENS 269 271: Encore Members $59
ENS 268 271: General Public $69

A Longwood Gardens Christmas- 12/2, W
Experience the Magic! An annual tradition not to be missed, A Longwood Christmas dazzles with holiday horticulture and a spirit of magic both indoors and out. From their award-winning outdoor light display and open air theatre fountains dancing to holiday music, to strolling carolers, festive organ sing-alongs and their Conservatory decked out in the season’s finest, warmth and cheer are at the heart of a Longwood Christmas. Dinner in Longwood Gardens’ Café is included in tuition. Departs DTCC at 1pm; departs Pennsylvania at 8:30pm. Refund available prior to 11/2.
ENS 944 271: Encore Members, $79
ENS 970 271: General Public, $89
Such a fantastic trip… we’re on our way!

**White House – 12/8-10, T, W, or R**

A White House tour is always a fascinating experience, but during the holiday season, it is absolutely magical! In 2019, the presidential mansion was adorned with 58 Christmas trees, over 15,000 bows, and more than 2,500 strands of lights. Join us to see what’s breathtaking holiday displays await visitors this year! The tentative departure dates and times are below. If you are unable to go during the week allotted, you will not receive a refund. If you are interested, please contact us at (302) 259-6330 to register. We will only accept registrations until August 1.

**ENS 991 271:** Encore Members, $65
**ENS 992 271:** General Public, $75

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Please read all of the details below, as we are at the mercy of the White House.

- These are the dates we have requested: Dec. 8, Dec. 9, and Dec. 10. You must be available for all of the dates.
- A refund is available **ONLY** if the trip does not happen.
- There is **NO REFUND** date.
- **NO ONE** can SUBSTITUTE for you or any member of your party.
- There is **NO REFUND** if the White House reschedules our tour.

The following information is required with registration for the trip:

1) Last name, first name, and middle initial (if no middle name, then indicate by writing NMN)
2) Date of Birth (MM/DD/YYYY)
3) Full and complete Social Security #
4) Citizen- YES or NO
5) Country in which you were born
6) Gender – Male or Female
7) Primary residential address to include city and state
8) Mailing address (Must be exact as it is on your license)
9) Phone number
10) Email
11) Payment
12) Who is your party?

ALL information submitted MUST exactly match the government-issued photo ID you are required to present upon arrival at the White House.

Your registration will not be accepted if this information is not received.

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**LEAVING FROM GEORGETOWN**

**A Day in New York-12/16, W**

Spend a day in Midtown Manhattan doing whatever you choose! Please confirm trip prior to purchasing Broadway tickets. Drop-off and pick-up location will be at the Rockefeller Center. Departs DTCC at 6:30am; departs NY at 6:30pm. Independent meals. Refund available prior to 11/16.

**ENS 245 273:** Encore Members, $85
**ENS 244 273:** General Public, $95

**Radio City Christmas Spectacular-12/16, W**

Annual Christmas Spectacular featuring the Rockettes with independent meals and time to sightsee or shop in Manhattan. Includes transportation and tickets to the show! Departs DTCC at 6:30am; departs NY at 6:30pm. Refund available prior to 11/16.

**ENS 278 273:** Encore Members, $189
**ENS 277 273:** General Public, $199

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**LEAVING FROM LEWES**

**A Day in New York- 12/16, W**

Spend a day in Midtown Manhattan doing whatever you choose! Please confirm trip prior to purchasing Broadway tickets. Drop-off and pick-up location will be at the Rockefeller Center. Independent meals.

Departs Lewes at 6:30am; departs NY at 6:30pm. Refund available prior to 11/16.

**ENS 245 274:** Encore Members, $85
**ENS 244 274:** General Public, $95

**Radio City Christmas Spectacular- 12/16, W**

Annual Christmas Spectacular featuring the Rockettes with independent meals and time to sightsee or shop in Manhattan. Includes transportation and tickets to the show! Departs Lewes at 6:30am; departs NY at 6:30pm. Refund available prior to 11/16.

**ENS 278 274:** Encore Members, $189
**ENS 277 274:** General Public, $199
Travel and Culture

Delaware Tech | Owens Campus - Carter Partnership Center | Georgetown, Del.

Visit dtccsmc.com for conference details and registration.


Save the Date

MARCH 4, 2021
Attention Veterans
Are you ready to enter the workforce?
Consider Workforce Development and Community Education courses to receive valuable training that will make you job ready in a short timeframe.

For more information on Veterans Services, contact Angela Showell at (302) 259-6073 or angela.showell@dtcc.edu

Treasures of the Sea
An Exhibit at Delaware Tech
Located in the Stephen J. Betze Library building

MUSEUM HOURS:
Wednesday, 9 a.m. - 4 p.m.
Thursday, 9 a.m. - 4 p.m.
Friday, 9 a.m. - 4 p.m.

ADMISSION: $3.00
Veterans with a military ID are FREE
Children 4 and under are FREE

(302) 259-6150  treasuresofthesea.org  /TreasuresOfTheSeaExhibit
Looking for the perfect place to hold your event?

Delaware Tech has it!

Facility Rentals
We offer a wide variety of venues, from a 388-seat theater to meeting rooms which accommodate small groups of eight to 10, or larger groups up to 300 in a banquet-style setting, all with flexible room layouts. We also feature lecture and breakout rooms, and high-tech computer classrooms, all equipped with state-of-the-art audio/visual equipment (including projectors).

Our beautiful campus is perfect for a corporate retreat or team-building event, or even a professional development day for your staff! Working with our experienced staff will only result in a successful event!

The Jack F. Owens Campus is located in the heart of Sussex County, which makes it easily reached in less than 30 minutes from any location in the county. Our campus serves as a prime location for business, community, and cultural events with plenty of free parking.

Flexible Meeting Facilities
• Theater (seats up to 388)
• Video conferencing capabilities
• Computer classrooms (seats up to 20)
• Individual classrooms (seat from 24 to 300)
• Ample space for exhibits or vendors
• Conference rooms (seats up to 12)
• In-house catering
• Beautiful grounds for outside events

To reserve facilities, contact Louise Rathfon at (302) 259-6340 or email lrathfon@dtcc.edu.
For more than 40 years, Delaware Technical Community College has been a leader in providing real world, real-time training and education that meets the needs of today’s businesses. The Workforce Development and Community Education Division at Delaware Tech customizes training for business and industry that is high quality and results oriented. Our strengths and extensive experience in working with local, regional, and international industries uniquely position us to meet your specific training needs.

**Customized**

Our expert faculty will work closely with you to determine your specific needs and design a training program that delivers outcomes directly aligned with your company’s goals.

**Quality**

High-quality programs ensure instruction is relevant, and employees learn skills that can be immediately applied in the workplace.

**Results-Oriented**

Satisfied clients help your business grow. We will work with you every step of the way to provide training that delivers the results you need to enhance productivity and remain competitive.

**Your Success is our Success**

For a free onsite consultation, contact Dr. Christopher Moody, director, Workforce Development and Community Education, at (302) 259-6315 or cmoody@dtcc.edu.
Our Mission
The Workforce Development and Community Education Division of the College provides lifelong learning opportunities for personal and professional growth for a diverse population through quality education and training programs. In addition, the Division supports economic development efforts by designing and delivering training programs that address the specific needs of local businesses and industries.

For information on all of our programs, call (302) 259-6330.

Cancellation of Classes
Classes will be cancelled if a minimum number of full-paying students have not registered.

Enrollment Policy
You are enrolled upon receipt of payment, provided there is space in the class. You will be contacted if there is a problem.

Refund Policy
For a full refund, you must contact the Workforce Development and Community Education office at least 72 hours before the first session. Withdrawals within the first week receive a 75% refund. Refunds are not given for classes that have three or fewer sessions, with the exception of the above 72-hour refund request. Please note that there are some courses with different refund policies.

Continuing Education Units (CEUs) Awards
The CEU (Continuing Education Unit) is a nationally accepted standard for non-credit continuing education courses. A certificate is awarded upon successful completion and may be used as a reference for job promotion or hiring. Designated non-credit professional development courses are CEU-certified.

Tax Deduction/Credit Policy
An income tax deduction/credit may be permitted for educational expenses incurred while maintaining and improving professional skills. Consult your tax specialist for more information.

Inclement Weather/Emergency Closing
To obtain information about the delay or cancellation of day, evening or weekend classes, see announcements on:
• www.facebook.com/delawaretech • www.dtcc.edu
• (302) 259-6000 • WBOC-TV

FERPA
FERPA was enacted to protect the privacy of educational records and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. Among other things, FERPA gives students the right to file complaints with the United States Department of Education concerning alleged failures by the educational institution to comply with the Act.

Nondiscrimination Policy
It is the policy of the College that no person shall, on the basis of race, color, creed, sex, national origin, age disability, sexual orientation (defined exclusively as heterosexuality, homosexuality, or bisexuality), or genetic information be subjected to any discrimination prohibited by the Civil Rights Act of 1964, as amended; the Age Discrimination in Employment Act, as amended; Americans with Disabilities Act, as amended; Section 504 of the Rehabilitation Act of 1973; Title IX of the Educational Amendments of 1972; the Genetic Information Nondiscrimination Act of 2008 and other applicable laws, regulations and Executive Orders. This policy applies to recruitment, employment and subsequent placement, training, promotion, compensation, continuation, probation, discharge and other terms and conditions of employment over which the College has jurisdiction as well as to all educational programs and activities.

The College has designated a Civil Rights Coordinator, who serves as the College’s Title IX Coordinator and the College’s ADA/Section 504 Coordinator, to carry out its commitment to equal opportunity and nondiscrimination. Inquiries or complaints by students or employees regarding the College’s nondiscrimination policies may be addressed to:

Janis C. Beach, Civil Rights & Title IX Coordinator • Office of the President • 100 Campus Drive, Dover, DE 19904
(302) 857-1903 • civilrights@dtcc.edu

Notice of Availability of Annual Security Report
Delaware Technical Community College maintains an annual security report as required by the Clery Act. The College's annual Clery Act report contains information on campus security and personal safety, including crime prevention, the law enforcement authority of College public safety officers, crime reporting policies, certain specific College policies, and other important matters about security on campus. The report also contains statistics for the three previous calendar years on crimes that were reported to have occurred on campus, in certain off-campus buildings or property owned or controlled by the College, and on public property within or immediately adjacent to and accessible from the campus.
There are five easy ways to register: online, phone, fax, by person or by mail.

**Online:** go.dtcc.edu/workforcedevelopment

**Telephone:** 302-259-6330

**Fax:** 302-259-6759

Faxing and mailing requires a printed form. No seats are reserved unless the forms include payment information.

Registration for non-credit courses is continuous throughout the year and is accepted on a first come, first served basis. Please complete this form to register by mail or fax.

Date _________________________________ SS# ___________-________-_________ Birth Date ______/______/______

Name (last, first, middle initial) __________________________________________________________

Address __________________________________________________________

City _________________________________ State ________________ Zip __________________________

Phone (day) __________________________ (evening) __________________________ (cell) __________________________

E-mail Address ____________________________________________ Male ☐ Female ☐

Would you like to receive information regarding courses via e-mail? ☐ Yes ☐ No

**Encore Membership:** ☐ Membership $39

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**SCHEDULE**

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**PAYMENT**

We accept Visa, Discover, and Mastercard credit and debit cards. Cash accepted for in person registration only.

Source of payment: ☐ Self ☐ Employer ☐ Other ______________________________________________________________________

Check payable to DTCC Check # __________ Bank ____________________________________________

Credit Card: ☐ VISA ☐ DISCOVER ☐ Mastercard

Card # _______________________________________ Verification # ___________ Exp. Date ______/_____

Name as it appears on credit card ______________________________________________________________________

Billing address if different than above: __________________________________________________________

Address __________________________________________________________

City _________________________________ State ________________ Zip _________________

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**NOTE:** The information requested below is optional and will be used for statistical purposes only.

Ethnic Origin: ☐ African-American ☐ Asian/Pacific Islander ☐ Caucasian

☐ Hispanic/Latino ☐ Native American/Alaskan ☐ Other

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For internal use only:

Rec’d by: ☐ Mail ☐ In Person ☐ Fax ☐ Phone

Employee Proc Form: ___________
Delaware Technical Community College

Workforce Development and Community Education

Graduation Ceremony

Save the Date

Jack F. Owens Campus | Carter Partnership Center

DECEMBER 2020