Our Mission
The division of Workforce Development and Community Education 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 more information, call 302.454.3956.

Holiday Calendar
(College closed on these days)

Independence Day (Observed)
Monday, July 5, 2017

Labor Day
Monday, September 4, 2017

Thanksgiving Holiday
November 23 and 24, 2017

Abbreviation Legend
M - Monday
T - Tuesday
W - Wednesday
R - Thursday
F - Friday
S - Saturday
U - Sunday

Office Hours:
8 am-4 pm, Monday-Thursday
8 am-4 pm, Friday (excluding holidays)

Workforce Development and Community Education
George Campus
300 North Orange Street, Wilmington, DE 19801
302.830.5200

Stanton Campus
400 Stanton-Christiana Rd, Newark, DE 19713
302.454.3956

Innovation and Technology Center
97 Parkway Circle, New Castle, DE 19720
302.266.3300

Paul T. Morris, Jr.
Assistant Vice President,
Workforce Development and Community Education
302.453.3096

Search classes and register online at go.dtcc.edu/xensw
Entrepreneurship is Brewing Here!

Two local entrepreneurs take the stage each week for six minutes to present their business ideas to gain insight into how they can improve their businesses, get realtime feedback, and connect with their community.

Join us for 1 Million Cups Wilmington every Wednesday at 8 am at Delaware Technical Community College’s George Campus.

If you would like to sign up to present your business idea or attend the event, visit http://www.1millioncups.com/wilmington. No registration is required. Open to everyone.

Come out and be a part of the entrepreneurial ecosystem! Start by visiting our website www.1millioncups.com/wilmington.

Corporate Training

Let Delaware Technical Community College Be Your Training Resource

With hundreds of training options, we have solutions that will increase your employees’ productivity and your organization’s bottom line.

Areas of training include: professional growth training, technical training, basic skills training, computer applications training and much more.

Whether your organization’s training needs are large or small, Delaware Tech has professionals who will deliver the highest quality training to your employees either on campus, on-site or online.

For more information, call Paul Morris at 302.453.3096 or email pmorris@dtcc.edu.
Entrepreneurial

Getting Paid to Talk
Have you ever been told you have a great voice? From audio books and cartoons to documentaries, commercials and more, there are many voice-over opportunities. This class, run in conjunction with the Voice Coaches Company, will introduce you to the growing field of voice-over. We’ll discuss industry pros and cons and play samples from working voice professionals. In addition, you’ll have an opportunity 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.

ENC 750, Fee $39
7/19, W, 6:30-9 pm, Stanton
10/19, R, 6:30-9 pm, Stanton

Kauffman FastTrac New Venture for Entrepreneurs
FastTrac NewVenture, specifically for entrepreneurs in the early stages of business development, provides the tools to develop and determine the viability of a business concept and outline the critical steps to a successful business launch. This course has a proven framework to help support aspiring entrepreneurs begin their journeys to success. Certified FastTrac affiliates teach the courses in an interactive, group-oriented environment where participants are encouraged to network with one another to bolster their business ideas.

ENC 621, Fee $99
9/28-12/7, R, 6-9 pm, Stanton
(no class on 11/23)

Personal Trainer Certification
According to the latest fitness industry salary guide, Personal Trainers are earning an average of $34 an hour. Whether for a career move or your own personal knowledge, get all the information you need to become a Certified Personal Trainer. This challenging course is taught over an 8-week period for better retention and hands-on skill competency. The national exams are held on the 9th week. This course is formatted as a 62-hour program and is comprised of 16 hours of lecture, 16 hours of hands-on practical training and a 30-hour internship. The course prepares you for success with key topics that include biomechanics, exercise physiology, fitness testing, and equipment usage and health assessment. Course requires approximately three or more chapters of reading per week. Textbook is required and not included in course fees.

Prerequisite: EYK 608 CPR and First Aid/AED
EYR 600, Fee $769+text
9/23-11/18, S, 9 am-2 pm, George

Wedding and Event Planner Certificate
Always wanted to design and deliver a successful wedding or social event? This 40-hour program provides all the tools necessary to start your career as a professional wedding planner or start your own wedding or event planning business. The classroom curriculum will cover the essentials of the event industry. Also learn about business plans, contracts, and working with vendors. Course materials included.

EYD 645, Fee $695
10/2-11/27, MW, 7-9:30 pm, Stanton
No class on 11/22

Coming this fall, Department of Labor grant opportunities will provide free training in the fields of Early Childhood Education and Paraprofessional! To receive complete program details, mandatory attendance at an information session is required at the George Campus Conference Center in Wilmington. Registration is not required. All sessions begin at 12 pm.

Early Childhood Education:
- August 3, 2017
- August 8, 2017
- August 9, 2017

Paraprofessional:
- November 14, 2017
- November 16, 2017
- November 29, 2017

Training for Early Care and Education
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, training manual included in fee. Division of Child Care and Licensing now requires a High School Diploma or GED in order to register.

Prerequisite: EYD 334
EYD 335, Fee $249
9/18 – 12/4, MW, 6:30-9:30 pm, George
To register for TECE I call 302.830.5204.

Training for Early Care and Education II
The Advanced Core Curriculum (Level 2) has 12 modules within 66 hours of child care training. Each training module has specific objectives that describe essential knowledge, skills and aptitudes within each topic area of the advanced core curriculum in early care and education. 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, training manual included in fee. Division of Child Care and Licensing now requires a High School Diploma or GED in order to register.

Prerequisite: EYD 334
EYD 335, Fee $249
9/18 – 12/4, MW, 6:30-9:30 pm, George
To register for TECE II call 302.830.5204.
Career Enrichment

ServSafe Food Safety Program for Managers
The eight hour ServSafe Food Safety Program for Managers, designed to meet the Delaware Office of Food Protection requirements, provides food safety training, exam and educational materials to food service 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. Textbook and exam included in class fee.

**EYD 614, Fee $149**
9/28-10/19, M, 6:30-8:30 pm, Stanton
11/13-12/4, M, 6:30-8:30 pm, Stanton

ServSafe Food Safety Program for Managers Recertification Exam
Earn the ServSafe Food Protection Manager Certification, accredited by the American National Standards Institute (ANSI) - Conference for Food Protection (CFP). This is the recertification exam only for people who have already received the certification and need to be recertified. ServSafe certification is valid for five years.

**EYD 667, Fee $75**
10/19, R, 6:30-8:30 pm, Stanton
12/4, M, 6:30-8:30 pm, Stanton

Design your Own Website
You can build a website; come learn how. This nine-hour hands on class will explain the functions of building a website without coding or programming. Learn how to purchase a domain, design a site with your own theme and learn how to maintain your website to keep your site fresh. Requirements: knowledge of windows, keyboarding, word processing and how to navigate internet browsers.

**ENC 751, Fee $109**
6/21-7/5, W, 6-9 pm, Stanton
10/12-10/26, R, 6-9 pm, Stanton

Professional Bartending
Earn a national certification and the Delaware beverage server's card by completing the National Restaurant Association’s “Serving Alcohol Responsibly” program and exam as well as the supplemental Delaware test. The tri-state area recognizes this certification when employing licensed servers. This 20 hour course covers historical background of the beverage industry, a review of wines, drink classifications, pouring and measuring, and bar etiquette. Limited hands on mixology and condiment training is included.

**EYD 611, Fee $229 + text**
7/10-8/7, M, 5-9 pm, Stanton
9/9-10/7, S, 11 am-3 pm, Stanton
10/21-11/18, S, 11 am-3 pm, Stanton

Notary Public
This course provides individuals with information on how to perform notarial acts. It also provides tools so students can develop the skills and confidence to perform virtually any notarial act. The information is tailored toward the Delaware Notary Public in properly executing their duties to deter fraud and promote integrity and reliability of document transaction. The classroom instruction is geared for current Notaries and individuals interested in becoming a Notary Public. Tuition INCLUDES a $25 materials fee.

**EYD 603, Fee $89**
7/19, W, 6-9 pm, Stanton
10/18, W, 6-9 pm, Stanton

Bail Enforcement Agent Training
Bail Enforcement training is a requirement in accordance with 24 Del. Ch. 55 and the rules and regulations for the issuance of a license to become a Bail Enforcement Agent. This is a mandatory eight hour class for anyone wishing to be licensed to start the field training and internship to become a fully qualified Bail Enforcement Agent in the state of Delaware.

**EYD 626, Fee $129**
8/2, W, 8:30 am-4:30 pm, Stanton

Graphic Design Certificate
Great graphics leave a lasting impression. Learn the software every graphic designer needs to know, including Adobe Photoshop, Illustrator and InDesign. This 45-hour course will cover digital images, illustrations, and layouts and students will learn how to address the elements of color, typography, composition, and visual identity. Hands-on projects will focus on essential skills and provide experience in professional graphic design project scenarios. Class assignments include a photo montage, logo design and specifications, advertisements and more. Graphic artists and designers with a range of technical and design skills are valuable members of work teams in a variety of industries.

**EYF 603, Fee $695**
8/21-12/4, M, 6-9 pm, Stanton

WIOA Workforce Innovation Opportunity Act
Approved by the Delaware Workforce Development Board and Department of Labor. Equal Opportunity Employment Program.
Business & Careers

Accounting

Bookkeeper Certification
Are you good with details and numbers? This 36-hour 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, discuss common computer programs and be prepared to take the National Bookkeeper exam on the last day of class.

EYD 655, Fee $549+text
8/31-11/16, R, 6:30-9:30 pm, Stanton

Applied Bookkeeping with Quick-Books Certification
This 36-hour course will allow you to gain the knowledge and skills of QuickBooks to accurately and efficiently perform bookkeeping. National Bookkeepers Association QuickBooks Certification assures employers you have QuickBooks knowledge and skill. You obtain the certification by passing the uniform QuickBooks Certification Examination offered on the last day of class. Requirements: Computer experience as well as basic bookkeeping knowledge.

EYD 600, Fee $599+text
9/18-12/4, M, 6:30-9:30 pm, Stanton

Grant Writing Fundamentals
This class will provide nonprofit and for-profit businesses with the tools and resources to acquire funding for their organizations. Learn the fundamentals needed to write successful grants and proposals. You will learn to identify potential donors through researching prospects as well as the best way to approach funders. The course will provide handouts and writing samples.

END 708, Fee $49
9/20, W, 6-9 pm, Stanton

American Management Association
Certificate in Supervision I
This 36-hour certificate program is designed for individuals interested in entering or growing in the field of supervision. Individuals will build managerial skills necessary to succeed in a supervisory role. Courses include: First Line Supervision, How to Manage Priorities, and Finance and Accounting for Nonfinancial Managers. Both Part I and Part II are required to complete the AMA certification.

EYM 602, Fee $499+text
9/7-11/30, R, 6:30-9:30 pm, Stanton
No class on 11/23

QuickBooks for Small Business
Do you own or work for a small business and want to learn how to use QuickBooks to help manage your company? QuickBooks is a great accounting tool that can link with your bank account to keep better records. You can also invoice clients and track expenses. QuickBooks will generate reports for you to get a quick snapshot of what your financials are in order to help you plan and run your business.

ENF 761w, Fee $199+text
10/2-10/30, M, 6:30-9 pm, Stanton

WIOA Workforce Innovation Opportunity Act
Approved by the Delaware Workforce Development Board and Department of Labor. Equal Opportunity Employment Program.
Start Your Career as a Security Guard
There is a high demand for security guards in the area. This class covers the mandatory 16-hour training and exam for those who want to pursue licensing to become a security guard in Delaware. This is a basic training of the Delaware Security Guard rules and regulations. The Security Guard Exam fee is included and will be offered at the end of class; students will be required to pass with a minimum of 75% to receive certification. After completion of the course, finger printing and a background check are also required by the state before a license will be given.

**EYD 672, Fee $189**
9/11-9/14, MTWR, 5-9:30 pm, Stanton
11/6-11/9, MTWR, 5-9:30 pm, Stanton

Social Media for Business Success
This is a 15-hour hands-on class that will teach you how to use Facebook, Twitter, Google+ and other tools to help your business succeed. Learn how to benefit your business by increasing traffic as well as tips on how to get people to find you on social networks.

**ENC 726, Fee $139**
9/19-10/17, T, 6-9 pm, Stanton

Operator of Public Pools
This workshop meets the training requirements of an approved pool operator as specified in the State of Delaware regulations on public pools. Learn about swimming pool maintenance and cost effective operations. Topics covered: filtrations, sanitation, ph/water balance, testing, spa troubleshooting, emergency procedures, and discussion on application of Delaware regulations.

**EYD 610, Fee $179**
12/8, F, 8:30 am-4:30 pm, Stanton

Real Estate
Investing in Real Estate
This course will orient you to the field of residential real estate investing, and prepare you to take steps toward your real estate investing goals. You will learn the fundamentals of finding deals, how to measure and test your marketing, and how to market based on your budget. We will teach you how to manage your contacts, gather relevant information, evaluate property, analyze the deal, and execute a contract. Learn the processes of flipping and wholesaling real estate, as well as how to buy and manage rental property. You will learn common risks and rewards for each type of deal, and what it takes to be a successful real estate investor.

**ENL 709, Fee $109**
9/18-10/2, M, 6-9 pm, Stanton

Real Estate Investing: Marketing and Business Operation
This one day workshop will teach you accepted ways to find real estate investing deals. You will learn the fundamentals to start a marketing plan, how to measure and test your marketing and how to market based on your budget. You will also learn how to manage contacts, gather information, evaluate properties, analyze the deal, and execute a contract. The end goal is to be able to find a deal and enter into a contract that aligns with your specialty and strategy goals.

**ENL 710, Fee $79**
10/7, S, 9 am-3 pm, Stanton

Part 107 Drone Pilot Prep School-Online
This online test prep class contains the new regulations governing the use of unmanned aircraft systems (UAS/drones) that were released on August 29, 2016 by the Federal Aviation Administration (FAA). This course will prepare students to take the new FAA Airman Knowledge Test for the Remote Pilot Certificate with a Small Unmanned Aircraft Systems (sUAS) rating. Having this certificate will allow individuals to participate in the commercial sector of drones in the 55 pound and under class. Topics that will be covered are part 107 regulations, aircraft loading, aircraft performance, operations, weather, airspaces and requirements. Instructor Jordan Bates holds a Bachelors of Science in Aeronautics, FAA Advanced Ground Instructor Certificate, FAA Private Pilot Certificate and a FAA Remote Pilot Certificate. He is currently working as the Chief Pilot for a commercial drone company using drones to do inspections on cell towers and solar farms.

**EYD 671, Fee $215**
10/16-11/17, Online

302.454.3956 | Search classes and register online at go.dtcc.edu/xensw
What is go.dtcc.edu/ed2gowilm?
Delaware Technical Community College has partnered with Education to Go, a nationally recognized provider of Internet education, to offer students a quality alternative to on-site classroom instruction. These courses are non-credit and do not offer any CEU’s. However, a certificate of completion is available at the end of your course.

How do I get started?
Access the website – go.dtcc.edu/ed2gowilm and click on “Courses” to find and review the course material. For more information or registration assistance, call 302.292.3842.

Below is a sampling of our most popular online classes:
• Content Literacy Grades 6-12
• LPI Linux Essentials Exam Prep
• A to Z Grantwriting I & II
• Speed Spanish I, II & III
• Starting a Nonprofit
• Teaching Writing K-3
• Photoshop CC for the Digital Photographer I & II
• Project Management Fundamentals I & II
• Discover Sign Language
• Performing Payroll in Quickbooks 2015
• Marriage and Relationships: Keys to Success
• Medical Terminology I & II
• Real Estate Law
• Leadership
• What’s New in Microsoft Office 2013
• Computer Skills in the Workplace
• Grammar Refresher I & II
• Get Assertive!
• Introduction to Guitar
• LSAT Prep I & II

For a complete listing, visit go.dtcc.edu/ed2gowilm
Classes start 7/12, 8/16, 9/13, 10/18, 11/08, and 12/13.
Each online course costs $99 except where noted.
Coming Soon!
Delaware Tech courses at a Middletown, Delaware location.

- Bookkeeping & QuickBooks Certificates
- Carpentry
- Diesel Mechanic - NEW
- Electro-Mechanical/Manufacturing
- Medical Administrative Assistant
- Medical Coding
- Pharmacy Technician
- Plumbing
IT Academies
Free training opportunities in the IT fields with the U.S. Department of Labor’s America’s Promise Grant

To be considered for this program, you must attend an information session and meet the following eligibility requirements:

Information Sessions
6/27, 5 pm, George Campus
6/29, 5 pm, George Campus
7/5, 5 pm, George Campus
7/12, 5 pm, George Campus

The George Campus is located at 300 North Orange Street, Wilmington, Delaware 19801.

Eligibility Requirements
• Bachelor’s Degree
• Minimum of one year documented work experience in engineering or IT career fields
• Demonstrate a minimum of 12th grade reading and math ability
• Possess a Social Security card and valid driver’s license (or state issued ID)
• Be employed or underemployed (currently not connected to a full-time job)

For additional information visit: https://www.dtcc.edu/continuing-education/it-academies.

CCNA
The Cisco Certified Entry Networking (CCENT) certification validates the ability to install, operate and troubleshoot a small enterprise branch network, including basic network security. The program is divided into two parts to fully prepare the student for both the CCENT I and CCENT II exams. Part I is designed to open doors to a career in networking. Topics include Open Systems Interconnect (OSI) models, Transport Control Protocol/Internet Protocol (TCP/IP) models, dynamic routing, IP addressing and Access Control List (ACL). Part II of the program designed to prepare students for the Cisco Certified Network Associate (CCNA) certification. Successful outcomes on both CCENT I and II exams, will certify the student as a CISCO Network Routing and Switching Associate (CCNA).

CCNP
Learn the knowledge and skills needed to plan, implement, secure, maintain and troubleshoot converged enterprise networks. Industry relevant instructional approaches will prepare the student to meet industry requirements for professional IT positions such as CCNP ROUTE: Implementing IP Routing, CCNP Switch: Implementing IP Switching, and CCNP TSHOOT: Maintaining and Troubleshooting IP Networks.

JAVA Certificate Program
This comprehensive course introduces software engineering using the JAVA programming language with object-oriented programming principles. Learn primitive and non-primitive data types, control flow constructs, built-in class libraries, and event-driven programming methods. Create and manipulate objects, classes and how to use object-oriented tools such as the class debugger and more. This course is designed for students with some programming experience and/or have some familiarity with Object Oriented Programming.
Certificate Programs

**Microsoft Office Specialist Certification**
Achieve competency in Excel and Word as you work towards earning the Microsoft Office Specialist Certificate which will validate your experience in Microsoft Technology. This training will enhance a job seeker’s resume or can improve current employee skill sets. Windows, Outlook, File Management and PowerPoint skills will also be covered. Course requirements: Keyboarding, basic computer knowledge as well as a significant time commitment for practice and studying. Certification exams as well as text books and materials included in class fee.

**EYF 716, Fee $2,299**
8/22-12/5, TR, 5:45-9:45 pm, Stanton
9/18/10/27, M-F, 1-5 pm, Stanton

**Project Management Application Certificate**
This program is designed for managers seeking to increase leadership, critical thinking, communication, and organizational management skills. You will learn how to define and plan a project, enter, edit and link tasks, manage resources and costs, group and sort data, create custom reports, tables and views as well as consolidate and share projects. Introduction to Windows and Excel are also covered in this certificate program. Course requirements: Keyboarding and basic computer knowledge.

**EYF 718, Fee $999**
9/5-11/28, T, 5:45-9:45 pm, Stanton

**QuickBooks Certificate**
This course provides training in QuickBooks. Learn to create a company file, create and pay invoices, generate reports, set up payroll, reconcile bank statements, and make inventory adjustments and more. Course requirements: Keyboarding and basic computer knowledge.

**EYF 717, Fee $549**
8/30-11/1, W, 6-9 pm, Stanton

**Tips and Tricks to improve your MS Excel Skills**
Excel is an excellent tool to track data. This 24-hour course will enhance your skills and teach you to unlock the maximum potential of Excel. Learn how to improve your spreadsheets with formatting, formulas, styles, themes, and templates. Learn how to better manage data as well as how to import and export data and how to create and work with pivot tables. Basic Windows, keyboarding and mouse skills required, as well as access to MS Excel to practice between classes.

**EYF 738, Fee $349**
6/29-8/17, R, 6-9 pm, Stanton
9/13-11/1, W, 6-9 pm, Stanton

**The Wonders of “MS” Word**
Learn all the newest features of Word. This 24-hour class will cover document creation, editing and saving, formatting text and paragraphs, columns and other formatting features, and how to work with tables. Graphics, charts, WordArt, templates and text flow as well as mail merge and label creation will also be covered.

**EYF 749, Fee $349**
9/11-10/30, M, 6-9 pm, Stanton

**WIOA Workforce Innovation Opportunity Act**
Approved by the Delaware Workforce Development Board and Department of Labor. Equal Opportunity Employment Program.
Certified Nursing Assistant (CNA)

Students learn to safely perform basic nursing skills under the supervision of a licensed nurse in a health care facility. Communication, observation, and documentation skills are incorporated to aid the student in meeting the psychological, physical and environmental needs of the patient. Following successful completion of this course, the student will be qualified to take the Nurse Aid Competency Examination for certification. Tuition includes books, uniform, certification exam, CPR, drug screening and criminal background check.

Prerequisite: Attendance at an info session.

EYK 603, Fee $2,395
9/11-11/27*, MTWR*, 8:30 am-1:30 pm, George
9/11-12/7*, MTWR*, 6-10 pm, George

*Additional clinical hours required.

Dental Assistant

Learn the skills necessary to be successful in today’s dental assisting field as well as the dental profession. This 180-hour course prepares students in the fundamentals of dental assisting. You’ll receive hands-on training in the state-of-the-art Delaware Tech Dental Health Center as well as participate in an internship in a local dental practice. Upon successful completion students will achieve the Delaware State Radiology Certification as well as become CPR certified. All textbooks, uniforms, certification exam, and CPR certification included. This course meets on both Tuesday and Wednesday evenings and Friday at the indicated times below. Some distributed education will be utilized.

Prerequisite: Attendance at an info session.

EYK 606, Fee $3,995
9/5 – 12/13, TW, 6-9 pm and F, 8 am-4 pm, George

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 lecture, student laboratory and through clinical experiences. ASPT certification exam will be administered at the conclusion of the program.

Prerequisite: Attendance at an info session.

EYK 601, Fee $3,995
9/6-12/15, MTWRF*, 1:30-4:30 pm, George

*Additional clinical hours required.

Certified Pharmacy Technician

Students will be trained to perform the duties of a pharmacy technician in both retail and hospital settings. Program elements include pharmacy theory and lab including pharmacy fundamentals, math, physiology, records and inventory and HIPAA regulations and compliance. Program includes (2) 25-hour internship rotations, one in a hospital and one in a retail setting. Tuition includes books, uniform, certification exam, and drug screening. Upon completion, students will be scheduled for the PTCB (Pharmacy Technician Certification Board) exam.

Prerequisite: Attendance at an info session.

EYK 607, Fee $3,195
9/11-12/14, MTWR*, 8:30 am-1:30 pm, George

*Additional clinical hours required.

Medical Administrative Assistant - NEW

This 250-hour program will provide training to prepare students with skills to handle all aspects of the medical office setting. The course includes basic office skills and electronic health records. The training includes a 50-hour internship experience. Upon successful completion students will be able to sit for two certificates; Certified Medical Administrative Assistant (CMAA) and Certified Electronic Health Records Specialist (CEHRS). Tuition includes books, background check, drug screening, and certification exams.

Prerequisite: Attendance at an info session.

TBD, Fee $3,495
9/12-12/14, MTWR, 8:30 am-12:30 pm, George
Professional Development

Medical Coding Specialist

This 410-hour course will prepare students to perform all of the duties required by an out-patient coder as well as prepare students for the National Certification exam. Students will be introduced to anatomy/terminology, physiology, pharmacology, ICD 10, CPT, HCPCS, as well as major nationwide medical insurance programs. Upon successful completion of the course, students will sit for the Certified Coding Specialist-Physician based (CCS-P) Examination as well as a one year student membership to AHIMA.

Prerequisite: Attendance at an info session.

**EYC 609, Fee $5,495**
9/18/17-3/15/18, MTWR, 5:30-10 pm, George

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Polysonomography CPSGT Review Course - NEW

This 15-hour online course is aimed at providing the A-STEP graduate the foundation of knowledge to be well-prepared to take the exam. Upon passing the exam the graduate will have the credentials to apply for polysomnography positions in Delaware, Maryland, Pennsylvania, and New Jersey.

**EYK 605, Fee $350**
9/25-10/23, M, 6-9 pm, George

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CPR (Basic Cardiac Life Support for Health Care Professionals)

This course is designed for those who work in the health care field. It covers basic life support for the adult, child and infant. It also covers foreign body airway obstruction for the adult, child and infant and adult and child AED. Additionally, this course covers the use of a bag/valve mask, cricoid pressure, c-spine injury CPR and risk factors for cerebral vascular and cardiovascular disease.

**EYK 610, Fee $89**
10/14, S, 8:30 am-3 pm, George

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RN Refresher Classroom Theory

The Nursing Refresher course covers key concepts surrounding core competencies in the practice of nursing today. Areas include pharmacology, care planning and current trends in health care. This course presents theory and incorporates it into clinical hands-on experiences. Immunizations and CPR-BLS card are required. Text materials included.

**Requisite for completion: EYK 610**
**EYK 609, Fee $850**
9/18 – 12/11, M, 6-9 pm, Stanton

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*RN Refresher Clinical*

This course is the secondary requirement for recertification of the RN degree. You will complete 80 clinical hours on weekends at locations TBA. Clinical schedule TBD. First class meets at the Stanton Campus for orientation and schedule distribution.

**EYK 617, Fee $800**
10/7-12/2, S, 7 am-3:30 pm, Stanton

* *Criminal background check and drug screening are required for this course. We now provide access to these services at a cost of $30 for a criminal background check (BCC, additional fee of $69 for fingerprinting at DSP) and $50 for a drug screening. Call 302.830.5204 for more information.*

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**Polysonomography (Sleep) Technician Certificate**

This program prepares students 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) as well as with the Board of Registered Polysomnographic Technologists (BRPT). Together with the recommended work experience and recommended completion of the 23 AASM A-STEP self-study modules, this course will prepare the student to sit for the Certified Polysomnographic Technician (CPSGT) exam under “Pathway 3”. The course includes 90 hours of theory (hybrid format) and an additional 30 hours clinical experience. Tuition includes textbooks and CPR certification.

**Prerequisite: Attendance at an info session.**

**EYK 600, Fee $3,495**
9/11-11/29, MW, 5-10 pm, George

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*WIOA Workforce Innovation Opportunity Act*

Approved by the Delaware Workforce Development Board and Department of Labor. Equal Opportunity Employment Program.

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302.830.5204 | Search classes and register online at go.dtcc.edu/xensw
Ready for a new career?  
Train as a Patient Care Assistant

Healthcare professionals rely on the Patient Care Assistant to assist with day-to-day care some patients require. This program is designed to provide you with a diverse range of skills necessary to provide the hands-on assistance to serve the patient’s basic needs, provide special care, safety checks, obtain EKG readings, monitor vital signs, perform phlebotomy procedures, and provide emotional support to the patients and families. The three areas of training in this field are: Certified Nursing Assistant (C.N.A.), Phlebotomy, and Patient Care Technician (Now Available!). Upon successful completion of all three areas, students can also potentially earn up to six college credits.

Patient Care Technician

This 280-hour course offers students an innovative and hands-on training to become specialized in an in-demand and rewarding field. Training will provide competencies in cardiac function monitoring, EKG reading, nutrition support, critical thinking, empathic care, and rehabilitation services, and anatomy/physiology (A&P).

Prerequisite: Attend an info session, C.N.A. Certification

WYK 600, Fee $3,695

11/6/17 – 3/15/18, MTWR, 8:30 am-12:30 pm, George

For more information, call 302.830.5204.
Attention Veterans
Are you ready to enter the workforce?
Consider the courses below to receive valuable training that will make you job-ready in a short timeframe.

- Bookkeeping Certification - pg. 6
- Cisco Certified Entry Networking (CCENT I & II) - pg. 10
- General Maintenance Technician - pg. 18
- HVAC Technician - pg. 20
- JAVA Programming - pg. 10
- Kauffman Fast Trac new venture for Entrepreneurs - pg. 4
- Manufacturing - pg. 28
- Medical Coding Specialist - pg. 13
- Patient Care Assistant - pg. 14
- Personal Trainer Certification - pg. 4
- Pharmacy Technician - pg. 12
- Phlebotomy Technician - pg. 12
- Welding - pg. 22

For more information on Veterans Services, contact: Wilford Oney, Veterans and Service Members Counselor, Stanton Campus, 302.454.3926 or woney@dtcc.edu.

WIOA Workforce Innovation Opportunity Act
Approved by the Delaware Workforce Development Board and Department of Labor. Equal Opportunity Employment Program.
The friendly and knowledgeable staff at Delaware Tech’s Innovation and Technology Center (ITC) welcome you to visit and learn how you can get started on your new career today!

Call us at 302.266.3300 to schedule a tour, or make an appointment with our staff to discuss your training needs.

Innovation and Technology Center (ITC) - Located in Churchman’s Center: 97 Parkway Circle, New Castle, DE. For more information or directions to the center, call 302.266.3300.

Important Information

• Classes will not meet on the following dates:
  July 4, 2017 - Independence Day
  September 4, 2017 - Labor Day
  November 23 and 24, 2017 - Thanksgiving Holiday

• Cancelled classes, due to weather or instructor illness, may be added to the end of the course

• Classes not meeting minimum enrollments may be cancelled

• Students will be notified BY EMAIL at least 24-hours prior to the advertised start of a class if it is being postponed or cancelled

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. Courses that are eligible for this funding are labeled “WIOA” in our catalog. Students are encouraged to visit the Delaware Department of Labor to see if they qualify for these funds, and should be aware that the process to determine eligibility may take from four to six weeks. 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.

Dover DOL 302.739.5473
Newark DOL 302.453.4350
Wilmington DOL 302.761.8085
Basic Automotive Service I
Start your career in the rewarding automotive maintenance industry in 2017 as an Automotive Service Technician! This new course will provide students with the knowledge and skills required to secure a job in the growing quick-lube and basic automobile service industry. This all-inclusive 60-hour course will include both classroom and extensive hands-on learning experiences in the following areas:
- Automotive Tools and Equipment
- Fluids and Filters
- Vehicle Service Preparation
- Automobile Lifts and Pits
- Safety and Shop Procedures
- Professional Auto Industry Standards

After completion of this training and 12-months of successful employment in the industry, students will be eligible to sit for the Automotive Service Excellence (ASE) G1 Certification. Note: Some class sessions will meet at the Stanton Campus.
EYY-720, Fee $495 + $200 lab fee  
10/2-11/10, MW, 9 am-12 pm, ITC and F, 9 am-1 pm, Stanton

Advanced Automotive Service NEW!
This 300-hour program was developed to fulfill a community and local business need for advanced technical training for current automotive technicians. Both the Automotive Service Excellence (ASE) and the National Automotive Technicians Education Foundation (NATEF) standards guided the development of the curriculum and lab activities. This classroom training will delivered at Delaware Tech’s Innovation & Technology Center (in New Castle) and the hands-on activities at the Stanton Campuses NATEF accredited state-of-the-art automotive lab. The program addresses the 4 major areas in which industry experts have expressed a need, and include:

I. Suspension and Steering (ASE A4 Certification)  
II. Brakes (ASE A5 Certification)  
III. Electrical and Electronic Systems (ASE A6 Certification)  
IV. HVAC (ASE A7 Certification)

In most cases, students will be prepared to sit for their SAE Certification Exam at the conclusion of each training section. Students successfully completing an ASE Certification will be awarded Advanced Credit for each corresponding Delaware Tech course when opting to enroll in the Automotive Technology Associate Degree Program.

Prerequisite: Students must have a minimum of 2 years documented full-time automotive maintenance and repair experience.

Section I: Suspension and Steering (ASE A4 Certification)  
EYY 725, Fee $595 + $300 lab fee*  
9/5-11/10 (60 hours), Tuesdays 6-9 pm, ITC and Fridays 3-6 pm, Stanton

Section II. Brakes (ASE A5 Certification)  
EYY 726, Fee $595 + $300 lab fee*  
11/14/17-2/14/18 (60 hours), Tuesdays 6-9 pm, ITC and Fridays 3-6 pm, Stanton  
(no class 11/20-11/24 and 12/15-12/29)

Section III. Electrical and Electronic Systems (ASE A6 Certification)  
EYY 727, Fee $995 + $500 lab fee*  
Spring 2018 (120 hours)

Section IV. HVAC (ASE A7 Certification)  
EYY 728, Fee $595 + $300 lab fee*  
Fall 2018 (60 hours)

*Up to 100% of this training (tuition and lab fees) may be FREE with support from the Delaware Department of Labor TRAIN Grant Funding. Please call 302.266.3300 for details.
General Maintenance Technician Certificate

Prepare yourself for a well-paying job by completing our 262-hour Facilities Maintenance Technician Program! Our students complete numerous hours of hands-on training in order to become experienced in several skilled trade areas, including framing, weatherization, finished carpentry, plumbing, and residential wiring. Students completing this program will find themselves marketable in many areas of maintenance and the construction industry. Participants can complete the entire General Maintenance Certificate and be job-ready in four months simply by enrolling in each day time course. The required courses for this certification are:

- EYP 703: OSHA Construction Safety
- EYD 701: Blueprint Reading & Estimating
- EYD 703: Carpentry I
- EYD 758: Carpentry II
- EYD 704: Basic Plumbing
- EYD 711: Residential Wiring
- EYD 748: Drywall & Weatherization

Blueprint Reading & Estimating

Employers routinely seek workers with the ability to read blueprints and estimate jobs/materials. This basic course teaches students to read a scale, understand common blueprint symbols, interpret various residential and commercial construction drawings, and prepare basic estimates. In addition, approximately 24 hours will be spent reviewing the basic math concepts necessary for performing the calculations, conversions, and preparing simple estimates in any skilled trade area. No prior construction or architectural experience needed. Minimum 9th grade-level math skills recommended.

**EYD 701, Fee $395+text**
9/5-9/14, TR, 6-9 pm, ITC
9/5-10/19, TR, 6-9 pm, ITC
10/2-10/12, MTWR, 8:30 am-2:30 pm, ITC
10/16-10/26, MTWR, 8:30 am-2:30 pm, ITC
10/24-12/14, TR, 6-9 pm, ITC
(no class 11/20-11/24)

Carpentry I

This introductory course includes the proper use of woodworking hand and power tools, carpentry project layout procedures, basic stick framing, and building material applications. Students will also learn the proper use of measuring tools, an introduction to current building codes, and a review of applicable blueprint reading and math skills. Students should wear appropriate clothing for work in the carpentry lab during each class.

**EYD 703, Fee $395+ $100 lab+text**
9/5-10/19, TR, 6-9 pm, ITC

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.

**Prerequisite: EYD 703 or instructor approval**

**EYD 758, Fee $395+ $100 lab**
10/16-10/26, MTWR, 8:30 am-2:30 pm, ITC
10/24-12/14, TR, 6-9 pm, ITC
(no class 11/20-11/24)
Drywall and Weatherization  
**Formerly Weatherization Installer I**

This course is a must for anyone doing renovation work, and provides students with an understanding of the theory, methods, and installation of drywall and weatherization materials. Along with demonstrations, the student will participate in hands-on applications of hand tool use, blower door components, drywall installation and patching, installation of weather stripping, door threshold and sweep, insulation, caulk and foam, water pipe and hot water heater insulation, and window glazing.  
**EYD 748, Fee $395+$100 lab+text**

9/18-9/28, MTWR, 8:30 am-2:30 pm, ITC

Evening section spring 2018

Plumbing - Basic  
This class provides theory and hands-on instruction of basic modern plumbing. Topics include threaded pipe, waste systems, fasteners, water systems, heating water, various pipe materials, and fixture installation.  
**EYD 704, Fee $395+$100 lab+text**

10/23-12/13, MW, 6-9 pm, ITC  
(no class 11/20-11/24)

11/13-11/30, MTWR, 8:30 am-2:30 pm, ITC  
(no class 11/20-11/24)

Residential Wiring  
Provides a comprehensive understanding of basic electrical principles and concepts, along with the technical skills utilized in residential wiring. Class includes hands-on and classroom instruction.  
**EYD 711, Fee $395+$100 lab+text**

9/6-10/18, MW, 6-9 pm, ITC  
10/30-11/9, MTWR, 8:30 am-2:30 pm, ITC

**GENERAL MAINTENANCE PROGRAM SEQUENCE (FALL 2017)**

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302.266.3300 | Search classes and register online at go.dtcc.edu/xensw
HVAC Maintenance Technician Certificate

Delaware Tech’s highly regarded HVAC Certificate Program will prepare you to enter the high demand HVAC industry! Students completing the 314-hour program will be highly skilled in all aspects of heating, refrigeration and air conditioning. Our state-of-the-art heating 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 day-time course. The required courses for this certification are:

- EYP 703: OSHA Construction Safety
- EYD 701: Blueprint Reading & Estimating
- EYD 707: Electrical Control Systems
- EYD 705: Heating I
- EYD 708: Heating II
- EYD 706: Refrigeration & AC I
- EYD 709: Refrigeration & AC II
- EYD 754: Commercial HVAC
- EYI 780: EPA Certification Prep
- EYI 781: EPA Certification Exam

Blueprint Reading and Estimating

Employers routinely seek workers with the ability to read blueprints and estimate jobs/materials. This basic course teaches students to read a scale, understand common blueprint symbols, interpret various residential and commercial construction drawings, and prepare basic estimates. In addition, approximately 24-hours will be spent reviewing the basic math concepts necessary for performing the calculations, conversions, and preparing simple estimates in any skilled trade area. No prior construction or architectural experience needed. Minimum 9th grade-level math skills recommended.

**EYD 701, Fee $395+text**
9/5-9/14, MTWR, 8:30 am-2:30 pm, ITC
Evening section spring 2018

Electrical Control Systems

This course serves as the entry-level requirement for all other courses in the HVAC Program. Students will learn the foundation skills needed to understand and service heater and air conditioners, and topics include: electrical principals, HVAC components, meters, schematic diagrams, and systems applied to small and large HVAC equipment. Also covered are the general principles of troubleshooting and reading schematics.

**EYD 707, Fee $395+$100 lab+text**
9/5-9/19, TR, 6-9 pm, ITC
10/2-10/12, MTWR, 8:30 am-2:30 pm, ITC

Heating I

Provides basic understanding of various types of heating systems such as oil, electric, gas, heat pumps, and hydronic heating systems. Emphasis will be placed on heating fundamentals and theory of operation.

**Prerequisite: EYD 707**
**EYD 705, Fee $395+$100 lab+text**
9/6-10/18, MW, 6-9 pm, ITC
10/16-10/26, MTWR, 8:30 am-2:30 pm, ITC

Heating II

This course is a continuation of Heating I, and provides a greater emphasis on hands-on theory and application. Course will utilize Heating I textbook.

**Prerequisite: EYD 705**
**EYD 708, Fee $395+$100 lab+text**
10/16-10/26, MTWR, 8:30 am-2:30 pm, ITC
10/23-12/13, MW, 6-9 pm, ITC
(no class 11/20-11/24)

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**WIOA Workforce Innovation Opportunity Act**
Approved by the Delaware Workforce Development Board and Department of Labor. Equal Opportunity Employment Program.
HVAC Technician Program Sequence (Fall 2017)

**Refrigeration and Air Conditioning I**
Introduction to refrigeration and air conditioning fundamentals. Covers definitions, physics, refrigerants, theory and operating principles, and safety procedures. Emphasis is placed on refrigeration fundamentals and theory of operation.

**Prerequisite:** EYD 707

**EYD 706, Fee $395+$100 lab+text**
10/30-11/9, MTWR, 8:30 am-2:30 pm, ITC
Evening section spring 2018

**Refrigeration and Air Conditioning II**
This course is a continuation of Refrigeration and Air Conditioning I, with a greater emphasis placed on hands-on theory and application. Course will utilize the textbook from RAC I.

**Prerequisite:** EYD 706

**EYD 709, Fee $395+$100 lab+text**
11/13-11/30, MTWR, 8:30 am-2:30 pm, ITC
(no class 11/20-11/24)
Evening section spring 2018

**Commercial HVAC-R**
This course provides students with the technical theory related to commercial roof-top air conditioning units, refrigeration walk-in boxes, freezers and ice machines. Students will perform diagnostic and repair lab exercises to reinforce theory.

**Prerequisite:** EYD 708 and EYD 709

**EYD 754, Fee $395+$100 lab+text**
12/4-12/14, MTWR, 8:30 am-2:30 pm, ITC
Evening section spring 2018
Welding Maintenance Technician Certificate

Begin your rewarding career in welding by completing the newly updated 262-hour Welding Maintenance Certificate Program! Our 10-station lab utilizes the finest welding equipment found in the industry today. Coupled with our expert instructional staff, our welding students receive hands-on training that is second-to-none. Participants can complete the entire welding certificate and be job ready in four months simply by enrolling in each day-time course. NOTE: Safety glasses, long pants, and steel-toed work shoes are required for all welding classes. The required courses for this certification are:

- EYP 703: OSHA Construction Safety
- EYD 726: Introduction to Welding
- EYD 727: Specialized Welding Processes
- EYD 728: Pipe Welding

Introduction to Welding - NEW
This updated comprehensive basic welding course will provide students with welding safety, welding theory, welding terminology, welding blueprint reading, and extensive hands-on training in Shielded Metal Arc Welding (SMAW); also known as “stick” welding. This 84-hour class also includes welding machine set up, welding symbols, type of joints, electrode classification, and metallurgy, as well as feature both vertical and overhead welding positions. Students must be prepared to weld during the first class.

**EYD 726, Fee $995 + $300 lab+texts**
- 9/5-9/28, MTWR, 8:30 am-2:30 pm, ITC
- 9/5-10/19, MTR, 5:30-9 pm, ITC

Specialized Welding Processes - NEW
This new 84-hour course provides the hands-on training for the most specialized and productive manual welding processes in the industry today, including MIG, TIG, and Flux-Core welding. Students will receive detailed instruction about each specialized welding process, specialized machine and electrode operations, and extensive hands-on training in each welding process. Students must have completed EYD 726 Introduction to Welding or demonstrate extensive prior welding experience. Students must be prepared to weld during the first class.

**EYD 727, Fee $1295 + $600 lab**
- 10/2-10/26, MTWR, 8:30 am-2:30 pm, ITC
- 10/23-12/14, MTR, 5:30-9 pm, ITC

Pipe Welding
This 84-hour hands-on course focuses on the Shield Metal Arc Welding process of pipe welding. The training will consist of booth instruction and practice in the areas of pipe fitting, beveling, electrode selection, joint preparation and welding. As students begin to master the basics of pipe welding, the instruction will focus on the skills required for code welding.

**Prerequisite: EYD 726 or instructor approval**

**EYD 728, Fee $1295 + $500 lab**
- 10/30-11/30, MTWR, 8:30 am-2:30 pm, ITC
- (no class 11/20-11/24)
- Evening section spring 2018

*WIOA Workforce Innovation Opportunity Act
Approved by the Delaware Workforce Development Board and Department of Labor.
Equal Opportunity Employment Program.*
Our welding courses have been upgraded. Seven classes from previous semesters evolved into three. Don't worry! You still receive the same excellent training in addition to a small cost savings passed on to you.

Below is a listing of our new course names and the previous courses used to create them.

**NEW:** Introduction to Welding (EYD 726)
**PREVIOUS:** Arc Welding (EYD 716), Blueprint Reading for Welding Technicians (EYD 720)

**NEW:** Specialized Welding Processes (EYD 727)
**PREVIOUS:** Flux-Core Welding (EYD 741), MIG Welding (EYD 717), TIG Welding (EYD 719)

**NEW:** Pipe Welding (EYD 728)
**PREVIOUS:** Pipe Welding I (EYD 742), Pipe Welding II (EYD 744)

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**Plate and Pipe Welding Certification Exams**
Certification exams will be given in the state-of-the-art welding lab at the ITC, and includes all necessary materials and x-ray requirements. All exams meet AWS D-1.1 standards and ASME pipe and standards. Photo ID required to take exam. Call 302.266.3300 for details.

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**American Welding Society**
Educational Institution Member

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**WELDING TECHNICIAN PROGRAM SEQUENCE (FALL 2017)**

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Single Certification Courses

CompTIA A+ Certification

WIOA

Held by over 1 million IT professionals worldwide, CompTIA A+ is the most essential IT certification for establishing an IT career. If you’re new to the IT industry, this will help you put your best foot forward. And if you’re already an IT professional, the CompTIA A+ certification validates your skills and can boost your career. Students will build a desktop computer during this course as part of their hardware and software certification training. Upon completion of the course, each student will be able to take their individual computer with them (monitor not included). Textbook included, exam fee is not included. Seating is limited to 10 participants.

**EYF 601, Fee $1,795**
9/6-12/13, MW, 6-9 pm, ITC
9/18-11/20, MWF, 1-4 pm, ITC

CompTIA Network+

WIOA

CompTIA 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 an ISO-17024 compliant, technology 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. Textbook included, exam fee is not included. Seating is limited to 15 participants.

Prerequisite: Must be computer literate.

**EYF 790, Fee $995**
9/6-12/13, MW, 6-9 pm, ITC

AutoCAD Civil 3D® - NEW

This new course was developed in coordination with professionals from the local civil engineering industry to fill their need for trained Civil 3D Technicians. Topics will range from the basics to intermediate skills levels, and include topographic surveys and analysis, residential lot layout, street layout, profiles and sections, utility layout and profiles, and grading applications. Students should have already taken an AutoCAD course or be proficient using AutoCAD software to be successful in this course.

Prerequisite: EDD 171 or documented AutoCAD training or instructor approval.

**EYF 730, Fee $595+text**
9/6-12/13, TR, 4-6:30 pm, ITC
(no class 11/22)

NOTE: This course is cross-listed as CET 225: Civil CAD Applications. Students who wish to earn four college credits and/or utilize their student financial aid may register for CET 225. Course requirements for CET 225 must be met – contact 302.454.3187 for details.

Advanced AutoCAD Civil 3D - NEW

This new course was developed in coordination with professionals from the local civil engineering industry to fill their need for trained Civil 3D Technicians. Topics will include advanced settings, applications and analysis, detailed corridor assemblies and subassemblies, advanced intersections, pipe networks advanced sections, and survey data. Students will also participate in a thorough “AutoCAD Civil 3D® Certified Professional Exam” review to prepare them for successfully obtaining this national credential.

Prerequisite: EYF 730/CET 225 or instructor approval.

**EYF 731, Fee $595+text**
9/6-12/13, W, 4-7 pm, ITC
(no class 11/22)

EDD 171 - Intro to CAD using AutoCAD

This 3-credit course is being offered this fall (August 21, 2017 - December 9, 2017) at the Stanton Campus. Call 302.454.3958 to register.
Water Certification

Wastewater Operator Certification
Review I
This is an entry-level course designed for wastewater operators or individuals interested in water quality designed as a preparation for state licensing exam. MDE Approved #1374-96-06, WWW 1-5, 5 1 WW 1-5, 7. 48Hrs/4.8CEUs.
**EYI 200, Fee $395**
8/21-12/11, M, 6-9 pm, ITC

Wastewater Operator Certification
Review II and III
This course prepares students at a more advanced level for state exam. MDE Approved #1373-96-06, WW 1-6, S1WW 1-5, 7.
**Prerequisite: EYI 200**
**EYI 201, Fee $395**
8/21-12/11, M, 6-9 pm, ITC

Base Level Water Operators Course
This is an entry-level course that prepares the student for the state certification exam. It teaches basic water system operator responsibilities, water sources and treatment, math, pumps, disinfection, lab procedures, treatment plant operations and safety. MDE Approved #2451-02-03, S1 1.5x) NJ-07-040612-10. 57Hrs/5.7CEUs.
**EYI 237, Fee $449**
9/6-12/13, W, 6-10 pm, ITC

Small Engine Repair I
One of our most popular classes teaches participants the theory of operation; how to service and trouble shoot the starter; ignition and fuel system; maintenance and tune up procedures; safety factors of small engines; and two and four-cycle design of lawn mowers, string trimmers, chain saws, snow blowers and small marine engines rated 15hp and less.
**EYY 710, Fee $295**
9/11-10/23, M, 6-9 pm, ITC

Small Engine Repair II
A continuation of Small Engine Repair I, this course places an emphasis on higher level small engine repair, including complete engine and drive service, diagnosis, inspection and overhaul of engine systems.
**EYY 715, Fee $295**
10/30-12/11, M, 6-9 pm, ITC
EPA 608 Technician Certification Training
This updated 8-hour course is designed to raise the level of competency for individuals taking one or more of the parts of the EPA 608 exam and is highly recommended for anyone seeking their Universal EPA 608 Certification.
EYI 780, Fee $95
8/3-8/10, R, 8:30 am-12:30 pm, ITC
8/15-8/22, TR, 5:30-9 pm, ITC
12/1-12/8, F, 8:30 am-12:30 pm, ITC
Evening course sessions will be offered in early January

EPA 608 Certification Examinations
Air conditioning or refrigeration technicians are required to become certified by passing approved EPA examinations. As an approved certifying organization, Delaware Tech will administer Test Types I, II, III and Universal.
*Photo ID required to take exam.
EYI 781, Fee $75
8/17, R, 8:30 am, ITC
8/24, R, 6 pm, ITC
12/15, F, 8:30 am-12:30 pm, ITC
Evening exam session will be offered in early January

Lead Safety for Renovation, Repair and Painting (RRP)
EPA’s Renovation, Repair and Painting Final Rule (40 CFR 745) requires that renovations conducted for compensation, must be performed by Certified Firms using Certified Renovators. This 8-hour course will teach you how to comply with the EPA Renovation, Repair and Painting Rule and the HUD Lead Safe Housing Rule, and how to perform lead-safe work practices safely and effectively. This course is the EPA model course for Certified Renovators and as such meets all requirements in 40 CFR 745.90.
EYI 786, Fee $249
7/19, W, 8 am-5 pm, ITC
8/16, W, 8 am-5 pm, ITC
9/13, F, 8 am-5 pm, ITC
10/10, F, 8 am-5 pm, ITC
12/8, F, 8 am-5 pm, ITC

Lead Safety for RRP Refresher
This 4-hour course was developed by the EPA in collaboration with HUD to refresh the training of renovation, repair, and painting contractors.
EYI 787, Fee $129
8/17, R, 8 am-12 pm, ITC
11/3, F, 8 am-12 pm, ITC

Underground Storage Tank Operator Training
Upon completion of this course, the student will demonstrate a broad understanding of underground storage tank systems (UST) operation, safety, regulatory and emergency procedures (EPA 40 CFR and Del UST regs). Students will be able to identify components of UST systems, explain methods of inspection, required record keeping, financial responsibility and basic spill prevention methods.
EYI 901, Fee $199
8/18, F, 8:30 am-3:30 pm, ITC
11/17, F, 8:30 am-3:30 pm, ITC

Forklift Operation/Safety Certification Training
This course is designed to meet OSHA standards by providing students with the safety and operational knowledge as well as the skills required to safely operate a forklift. Each participant will be required to capably operate a forklift through a course designed to demonstrate practical operational skills. Please note: Groups of four or more may call 302.266.3300 and request a specific date and time for this training.
EYP 730, Fee $149
7/27, R, 8:30 am-12:30 pm, ITC
8/17, R, 8:30 am-12:30 pm, ITC
9/13, F, 8:30 am-12:30 pm, ITC
10/12, R, 8:30 am-12:30 pm, ITC
11/9, R, 8:30 am-12:30 pm, ITC
12/7, R, 12:00-4 pm, ITC
Inclement weather notice: Course may be postponed due to rain or inclement weather. Class will be rescheduled for the very next day (Friday) whenever possible. Students should call 302.266.3300 on Wednesday before 3pm to verify class status if inclement weather is forecasted.
Technical Training

OSHA Construction Safety 10-Hour Course
The OSHA Construction Safety Outreach program is the nationally recognized safety training required to work on a construction site. Participants must successfully complete the course assessment AND attend all 10 hours of instruction in order to receive an OSHA Safety “Card.” Please note: Groups of six or more may call 302.266.3300 and request a specific date and time for this training.

**EYP 703, Fee $149**
7/13-7/20, R, 8:30 am-2 pm, ITC
8/29-8/31, TR, 8:30 am-2 pm, ITC
8/28-8/31, MTR, 5:30-9 pm, ITC
9/15-9/22, F, 8:30 am-2 pm, ITC
11/1-11/15, W, 5:30-9 pm, ITC
11/10-11/17, F, 8:30 am-2 pm, ITC

OSHA Construction Safety 30-Hour Course
The course is a comprehensive safety program designed for anyone involved in the construction industry. Specifically devised for safety directors, foremen, and field supervisors, the program provides complete information on safety compliance issues. Call 302.266.3300 to request dates and times for this training.

**EYP 702, Fee $395**
This course is offered by request only.

OSHA Construction Safety Refresher
This 2.5-hour course serves as a yearly refresher. Please note: Groups of six or more may call 302.266.3303 and request a specific date and time for this training.

**Prerequisite: EYP 703**

**EYP 701, Fee $49**
8/24, R, 9-11:30 am, ITC
11/20, M, 9-11:30 am, ITC

OSHA Waste Site Worker Training
The 40-hour HAZWOPER (Hazardous Waste Operations and Emergency Response) course prepares you for employment in hazardous waste site cleanup, treatment, storage, disposal and emergency response. Achieve certification under federal safety and environmental worker laws upon completion. Topics include chemistry of hazardous wastes and materials, site activities, safety practices, protective equipment and respirators, medical surveillance and air monitoring. Training includes classroom, teamwork/tabletop sessions, and extensive hands on exercises using PPE and air tanks.

**EYI 720, Fee $595**
8/7-8/11, MTWRF, 8 am-5 pm, ITC
9/25-9/29, MTWRF, 8 am-5 pm, ITC
11/13-11/17, MTWRF, 8 am-5 pm, ITC
Additional section will be offered during the first week of January

OSHA Waste Site Worker Refresher
The 8-hour HAZWOPER refresher is the annual recertification course mandated by the federal OSHA and EPA. Please note: Groups of five or more may call 302.266.3300 and request a specific date and time for this training.

**EYI 721, Fee $199**
8/14, M, 8 am-5 pm, ITC
11/20, M, 8 am-5 pm, ITC

*Skid-Steer Loader Operator Training WIOA - NEW*
This 16-hour course is designed to teach the techniques and practices for safely operating various skid-steer loaders. Classroom topics and hands on activities will include weight distribution, “Tipping Load” vs. “Rated Operating Capacity,” hydrostatic transmission operation, controls and controller functions, maneuvering and traveling with loads, connection of attachments, and the overall safety precautions and operations on the skid-steer. Each participant will be required to capably operate a loader and demonstrate safe and efficient maneuvering and operational skills.

Please note: Groups of three or more may call 302.266.3300 and request specific dates and times for this training.

**EYP 732, Fee $349**
7/11-7/18, T, 8 am-5 pm, ITC
8/15-8/22, T, 8 am-5 pm, ITC
9/13-10/11, W, 4-7 pm, ITC
11/15-12/1, WF, 12-4 pm, ITC
(no class 11/22 or 11/24)

*Note: This course is NOT designed to license or certify operators as skilled or factory authorized operators.*

WIOA Workforce Innovation Opportunity Act
Approved by the Delaware Workforce Development Board and Department of Labor. Equal Opportunity Employment Program.
Begin your career in manufacturing as a Production Technician or Machine Equipment Operator! 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, blueprint reading, and basic welding. Students should plan to spend up to an additional 50 hours working on their own at home via distributive (online) learning.

**Manufacturing Technician Certificate**

**WIOA**

**EYN 760, Fee $1,495**

9/5-12/14, TR, 5:30-9:30 pm, ITC

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The comprehensive 158-hour industrial electrical program includes hands-on instruction in AC/DC electrical systems, electrical motor controls, variable frequency drives and motors, and electrical sensors, and electrical control system wiring. Students should plan to spend up to an additional 50 hours working on their own at home via distributive (online) learning.

**Industrial Electrical Certificate**

**EYN 762, Fee $1,495**

9/5-12/14, TR, 5:30-9:30 pm, ITC

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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.

**Hydraulics Maintenance Certificate**

**EYN 763, Fee $1,295**

9/5-12/14, TR, 5:30-9:30 pm, ITC

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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.

**Pneumatics Maintenance Certificate**

**EYN 764, Fee $995**

9/5-11/16, TR, 5:30-9:30 pm, ITC

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

**Mechanical Drives Maintenance Certificate**

**EYN 765, Fee $895**

9/5-11/2, TR, 5:30-9:30 pm, ITC

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Our popular 80-hour PLC course provides hands-on instruction on how PLC’s 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.

**Programmable Logic Controllers (PLC) Maintenance Certificate**

**EYN 766, Fee $995**

9/5-11/16, TR, 5:30-9:30 pm, ITC

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Approved by the Delaware Workforce Development Board and Department of Labor.

**MSSC**

**Equal Opportunity Employment Program.**
Automation Technology - FREE*
Delaware Tech is proud to offer a FREE* Automation Technology program in cooperation with the Department of Labor and the America’s Promise Grant. This extensive 310-hour program will provide the Delaware Manufacturing industry with skilled workers in the following areas:
- Flow Process Control
- Thermal Process Control
- Computer Numeric Control (CNC) Programming
- Programmable Logic Controllers (PLCs)
- Human Machine Interfacing (HMI)

No experience is necessary. However, experience in the computer, electrical, mechanical, and/or technical trades would be extremely beneficial. All details about the program will be covered at the information sessions offered on the following dates and times:

**Summer Program Information Session:**
- Thursday, June 15, 2017, 10 am
- Tuesday, June 20, 2017, 10 am
- Thursday, June 22, 2017, 10 am

**Summer Program**
- 6/26-8/31, MTWRF, 8:30 am-3 pm
- (no class 7/4; class sessions will include time for lunch and breaks)

**Fall Program Information Session:**
- Tuesday, August 15, 2017, 4 pm
- Thursday, August 17, 2017, 4 pm
- Tuesday, August 22, 2017, 4 pm

**Fall Program**
- 8/28-12/14, MTR, 3:30-10 pm
- (no class 9/4 & 11/23; class sessions will include time for dinner and breaks)

*FREE Training of unemployed an underemployed Individual. Candidates must attend an information session and meet eligibility requirements, which include:
- HS Diploma or GED
- Minimum 2 years of documented full-time working experience
- Demonstrate at least an 11th grade math ability (free assessment will be given)
- Possess a social security card and valid driver’s license (or state issued ID)

All training and information sessions will be held at Delaware Tech’s Innovation and Technology Center, 97 Parkway Circle, New Castle, DE 19720. For more information call 302.266.3300.
Appliance Repair
Save hundreds on home appliance repairs and maintenance by learning the basics in this new 24-hour 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.
**EYD 731, Fee $295**
8/1-8/24, TR, 6-9 pm, ITC

Flooring and Tile Installation Techniques
This 21-hour course focuses on skills required for renovators and do-it-yourselfers, and includes the methods and installation techniques of subflooring, hardwood, tile, vinyl, and laminate flooring. Methods and techniques of tile backsplash and kitchen renovations also included.
**EYD 757, Fee $249+$50 lab**
9/25-11/13, M, 6-9 pm, ITC

Home Repair for Women (or men)
Save hundreds, even thousands of dollars by performing your own home repairs! This course covers basic home construction, drywall, plumbing (faucets, toilets) and electricity (switches, outlets, and light fixtures). You will also learn to install molding and trim, ceramic tile, laminate, hardwood and vinyl tile flooring. This class is taught using demonstrations with a few hands-on activities.
**ENJ 702, Fee $195**
9/29-11/3, F, 9 am-12 pm, ITC

Home Repair for Women II
This course serves as a continuation of the Home Repair for Women course. Additional topics and more advanced technical skills will be covered.
**ENJ 703, Fee $195**
Will be offered in Spring 2018

Patio, Pavers and Walls
Build your dream backyard patio, fire-pit or retaining wall this year; it may be easier than you think when you know the tricks. This class will provide participants with the skills needed to complete any stone project by including in class demonstrations and hands-on labs using bricks, paver stones and engineered blocks. Both dry and mortar construction techniques will be covered.
**EYD 766, Fee $295**
9/27-11/1, W, 6-9pm, ITC

Preparatory Mathematics for the Skilled Trades
Math is a major component in ALL technical fields! This course will focus on the operations of whole numbers, fractions, decimals, measurement, percentages, and conversions as well as basic algebra, geometry and trigonometry that are applied to exercises and practical problems found in the trades. Local industry advisors have highly recommended this course for anyone interested in managing or supervising workers, crews, and on-site projects.
**EYD 700, Fee $449+text**
This course is offered by request only.
Quality Training at the Innovation and Technology Center.

As the only facility of its kind in the region, the Innovation and Technology Center (ITC) is a unique resource that can help strengthen your competitive edge, making your company more productive and competitive. From top-of-the-line equipment to our expert instructors, the ITC offers a high-quality training experience for your business.

Examples of additional training available by request:

- Arc Flash
- API Downhill Pipe Welding Certification
- Basic First Aid, CPR/AED
- Blood Borne Pathogen Safety
- BPI Building Analyst Professional
- Control Valves and Heat Exchangers
- Global Harmonized Systems (GHS)
- Hazardous Communications
- Lead Abatement Worker Course
- Industrial Hygiene
- Medical Record-Keeping
- Motor Diagrams and Switchgear Safety
- OSHA General Industry Safety
- OSHA Fall Protection
- OSHA Confined Space Entry
- Piping and Instrumentation Diagrams
- Project Management Certification
- Project Management PMP Exam Prep
- Risk Assessments

Call 302.266-3300 for more information.
Customized Technical Training
Meeting the Needs of Local Businesses

Delaware Tech develops relevant and valuable training programs by working closely with the business community. Our programs are adapted to various learning styles, and are flexible enough to meet the varied schedules of the working world.

For those pursuing advancement and/or certification in a specialized field, Delaware Tech has an extensive menu of day and evening training options. For businesses and agencies of any size, we can develop and teach customized training programs to meet you specific needs.

To learn how we can help your business grow through customized technical training, call Tom McCarthy at 302.266.3300.

Memberships, Certifications, and Strategic Partners:

- American Welding Society
- CompTIA
- DAA
- DE MEP
- Delaware State Chamber of Commerce
- Delaware Manufacturing Extension Partnership
- DE MEP
- DEMEP
- NATE
- The National Council for Workforce Education
- NCWE
- North American Technician Excellence
- OSHA
- ETA
- International Facility Management Association
- IFMA
- US Environmental Protection Agency
- United States Environmental Protection Agency
- New Castle County Chamber of Commerce
- PHCC
- Plumbing-Heating-Cooling Contractors Association
- SME
- ToolingU
- Accredited Training and Education Facility
- New Castle County Chamber of Commerce
Delaware Tech Adult Basic Education Program
The Adult Basic Education program can assist you in improving or acquiring skills or competencies in basic reading, math and writing. Students can gain the skills necessary to successfully attain or retain employment, complete the GED Exam and/or transition into post-secondary training and/or education.
• Classes are offered Monday through Thursday during daytime hours
• To enroll in these free classes, all students must first take a TABE Locator Assessment
• Starting in August, assessment is offered once monthly on the 3rd Thursday at 2 pm at the Wilmington location
  > First come, first served — arrive early, tests fill up quickly
  > No appointment necessary
  > All information will be provided during this assessment, which can take up to two hours
For more information, call 302.830.5228.

The GED exam will be offered at Delaware Technical Community College starting in August 2017.

Youth Courses

Sing Like a Star
For 8-12 years of age
Love to sing? Want to join others in finding your best voice? Learn vocal exercises, resonance, and how to sing various styles in this interactive four week class.
ENO724, Fee $109
9/9-9/30, S, 10 am-12 pm, Stanton

Phoneography
For 11-15 years of age
Learn to take great pictures with your smart phone and then edit the pictures during this four week class. A photography assignment will be given each week, and students will bring the best pictures to class and learn how to edit them using Photoshop in fun and artistic ways. For students between the ages of 11 and 15.
ENA 751, Fee $109
10/7-10/28, S, 10 am-12 pm, Stanton

Intro to Drones
For 13-16 years of age
The unmanned drone revolution is here. Students will learn about the recreational drones, regulations, safety and more in this interactive class with a live drone demonstration. For students between the ages of 13 and 16.
ENO 719, Fee $109
10/7-10/28, S, 10 am-12 pm, Stanton

Improve Your SAT Scores
For 15-18 years of age
Getting into colleges can be competitive. This 12-hour course is designed to review concepts in English and Math that will be on the SAT as well as cover the best test-taking strategies to help high school students improve their SAT scores
ENO 702, Fee $119+text
10/7-10/28, S, 9 am-12 pm, Stanton

Junior JAVA Programming*
For 15-18 years of age
The 230-hour comprehensive program introduces software engineering using JAVA programming language and will focus on basic and intermediate programming skills, but will also introduce participants to the workforce within the computing, finance and IT career fields. Students will learn though classroom instruction, activities and field trips. The program will meet for four weeks in the summer and will meet every other Saturday through July 2018. Don’t miss out, enrollment for this course is extremely limited. This program is for students ages 15-18 with programming interest and a desire to learn advanced skills in the growing IT field.
EYF 661, Fee $2,799
9/29/17-5/5/18, Every other Saturday, 9 am-2 pm, plus four additional weeks in summer, 6/18/18-7/13/18, Stanton
*Mandatory Information sessions:
8/8, T, 6-8 pm, Stanton
8/10, R, 6-8 pm, Stanton
8/29, T, 6-8 pm, Stanton
9/7, R, 6-8 pm, Stanton

For more information visit www.dtcc.edu/continuing-education/customized-training
Enrichment Programs

Get to know your iPhone or iPad
Discover the features of your touchscreen devices and pick up tips on taking digital photos, downloading music, iCloud, email, facetime and sifting through the many apps available to get the most out of your device. Bring your Apple smartphone or tablet to class with you. No experience is necessary. Just thinking about joining the touch screen revolution? iPads will be available to borrow in class.

ENF 701, Fee $69
9/11-9/25, M, 6:30-8:30 pm, Stanton

Watercolor FUNdamentals
This eight week beginning watercolor class will teach essential techniques and painting foundations. You will explore materials, paint mixing, color theory, and composition. A supply list will be sent prior to the start of class.

ENA 707, Fee $159
9/12-10/31, T, 6:30-8:30 pm, Stanton

Conquer Computer Phobia
Not sure where to go or what to do once you turn on your computer? This class will give easy steps to introduce you to how to use your computer and mouse, operate within Windows as well as understand computer terminology and how to access and surf the internet.

ENF 712, Fee $99
9/13-10/4, W, 6-8 pm, Stanton

Creative Writing
Expand your writing skills and power of observation language and imagination. This class will expose you to various forms of creative writing and help you learn how to express your thoughts and find your own unique stories.

ENO 749, Fee $129
6/29-8/3, R, 6:30-9 pm, Stanton
9/13-10/18, W, 6:30-9 pm, Stanton

Historical Markers
Where were you when you heard or saw the news from Dallas that John F. Kennedy died? Historical Markers are historic events that mark a place in time and take us back to where we were when we received the news. This course discusses events in history that have made a mark on our lives.

ENO 761, Fee $59
9/13-9/27, W, 10 am-12 pm, Stanton

Basic Drawing Techniques
Learn how to draw what you see and develop your artistic eye. This 16-hour class is an introduction to basic drawing techniques utilizing a pencil and a sketch book. No previous drawing experience is necessary. You will receive a supply list prior to class.

ENA 704, Fee $159
9/14-11/2, R, 6:30 – 8:30 pm, Stanton

Aromatherapy
Aromatherapy can boost energy, help improve mood, and reduce the symptoms of common ailments. This class will cover the basics of how to use essential oils for everything from health and beauty to cooking and cleaning, and various other uses. Each participant will leave with a personalized blend designed for stress relief.

ENO 708, Fee $39
10/11, W, 6:30-9 pm, Stanton

Facebook for Family and Friends
Facebook is a great tool for staying connected with family and friends. Share pictures, special events and even connect with friends who have moved away. This three-hour hands on class will show you how to set up a personal or group page. Privacy settings will be covered as well as how to navigate your page.

ENF 711, Fee $39
11/9, R, 6-9 pm, Stanton

Get to know your Android Smart Phone or Tablet
Discover the features of your touchscreen devices and pick up tips on taking digital photos, downloading music and sifting through the many apps available to get the most out of your device. Bring your Android smart phone or tablet to class with you. No experience is necessary.

ENF 700, Fee $69
10/23-11/6, M, 6:30-8:30 pm, Stanton
Culinary Classes are hands-on, so come to class prepared to cook. Please bring containers to take home prepared food.

Phyllo Dough and Puff Pastry
Learn how to use phyllo and puff pastry and what the differences between the two are. They can both be sued in savory and sweet dishes for both beautiful and delicious menu items.
ENX 763, Fee $109
6/19-6/26, M, 6:30-9 pm, Stanton

French Macaroons
Indulge in French macaroons. These perfectly domed colorful crunchy cookies are sandwiched together with ganache, jam or cream.
ENX 756, $59
7/10, M, 6-9 pm, Stanton

Parent and Child Cooking
Cooking is a great life lesson. This class will cover cooking tips as you and your child learn to prepare family friendly recipes. For ages 8+. Price is for one adult and one child.
ENX 753, Fee $89
7/17, M, 5:30-8:30 pm, Stanton

Thai Cuisine
Learn to prepare delicious Thai Food, what ingredients are used, and how to assemble traditional dishes in this introductory class.
ENX 758, Fee $59
7/24, M, 6-9 pm, Stanton

Candy and Confections
Develop the skills to make delicious confections including marshmallows, toffees, brittles and more in this three hour class.
ENX 765, Fee $59
7/31, M, 6-9 pm, Stanton

Fancy Chocolates
Learn different methods of tempering which we’ll then use to create a variety of filled chocolates.
ENX 766, Fee $59
8/7, M, 6-9 pm, Stanton

Cooking for Couples
Join us for a fun date night or night out and learn how to cook together as a couple. Each couple will get to prepare a whole meal from salad to dessert and then get to eat the delicious results.
ENX 749, Fee ENX 749, Fee $59 for each participant
8/22, T, 6-9 pm, Stanton

Spicy and Sassy
Learn how to use spices and blend various seasonings to create fun, flavorful meals. Spicy does not need to mean hot; heat can be dialed up or down to personal taste.
ENX 773, Fee $59
8/29, T, 6-9 pm, Stanton

Brunch with a Twist
Learn to create delicious foods, as we incorporate unique ingredients with an elegant presentation to many peoples favorite meal.
ENX 764, Fee $59
9/12, T, 6-9 pm, Stanton

Learn to Cook Pho!
Pho is a steaming bowl of goodness. Learn how to prepare this Vietnamese noodle soup with subtle deep flavors and a variety of fillings.
ENX 771, $59
9/19, T, 6-9 pm, Stanton

Food Bowls
Food bowls can be super healthy and tasty. It is all in the sauces. Whether for breakfast, lunch or dinner, bring grains, veggies or proteins to life.
ENX 767, Fee $59
9/26, T, 6-9 pm, Stanton

Jazz up Your Veggies
There are lots of ways to get your veggies. Instead of just a boring side dish, learn how to jazz them up to make them a main part of each meal.
ENX 770, Fee $59
10/3, T, 6-9 pm, Stanton

Wild about Mushrooms
The array of mushrooms is dazzling and you can learn ways to prepare these versatile treats. This class will cover how to purchase, clean, store and cut mushrooms as you participate in creating some flavorful mushroom meals.
ENX 774, Fee $59
10/10, T, 6-9 pm, Stanton

Risotto
This creamy, delightful Italian rice dish is a great addition to your recipe box. Risotto, like pasta, is very versatile and can be incorporated into various flavors and ingredients.
ENX 772, Fee $59
10/17, T, 6-9 pm, Stanton

Spanish Cuisine
This course will cover techniques, recipes and ingredients that are essential for cooking classic Spanish cuisine.
ENX 760, Fee $59
10/24, T, 6-9 pm, Stanton

Sensational Thanksgiving Sides
Learn some new side dishes to go along with the main course. Learn to make your own cranberry sauce, savory stuffing, and rice and vegetables all with a new twist.
ENX 720, Fee $59
11/21, T, 6-9 pm, Stanton

Gnocchi
Gnocchi are delightful pillow potato pastas. This class will cover a variety of different flavors of gnocchi and a sauce to match.
ENX 768, Fee $59
11/28, T, 6-9 pm, Stanton

Holiday Cookies
Do you have fond memories of baking holiday cookies? Join us to learn some fabulous recipes, as we bake six different holiday cookies. Each night you will take home a tray of cookies.
ENX 769, Fee $109
12/5-12/12, T, 6:30-9 pm, Stanton
Defensive Driving
This course is designed by veteran state troopers, emergency response workers and driving safety professionals. The class is designed to equip students with the necessary skills to survive on today's challenging roadways. Certification through Interstate Training Alliance, LLC. You must bring a valid photo ID to class. Please plan to arrive 15 minutes early to complete additional paperwork.

CPR and First Aid/AED
Be prepared to handle emergency situations. This course covers cardiac and breathing emergencies for adults, children, and infants. Learn injury management, treatment and disease prevention for a wide range of medical emergency situations. Be trained in the use of AED equipment using proper precautions and maintenance techniques. This course meets OSHA guidelines for emergency care in the workplace. Course book and DVD are provided.

EYK 608, Fee $99
9/9 S, 8:30 am-3 pm, Stanton

Divorcing and Separating Parent Education
Delaware's law dictates that divorcing parents must complete a course designed to minimize the harmful effects of divorce on children. This course satisfies those requirements and is approved by Family Court of Delaware. Please make child care arrangements; children are not allowed in class. You must bring a valid photo ID to class.

EYJ 600, Fee $85
7/5-7/12, W, 6:30-9:30, Stanton
8/8-8/15, T, 6:30-9:30 pm, Stanton
9/16, S, 8:30 am-3 pm, Stanton
10/11-10/18, W, 6:30-9:30 pm, George
11/4, S, 8:30 am-3 pm, Stanton
12/9, S, 8:30 am-3 pm, Stanton

Defensive Driving - Basic
This course is designed by veteran state troopers, emergency response workers and driving safety professionals. The class will equip students with the necessary skills to survive on today's challenging roadways. After completion students are entitled to a 10 percent auto insurance discount (liability and injury provisions). Students will receive three points applied to the Delaware driving record upon successful completion. Certification through Interstate Training Alliance, LLC. You must bring a valid photo ID to class. Please plan to arrive 15 minutes early to complete additional paperwork.

EYP 325, Fee $35
9/18-9/20, MW, 6-9 pm, Stanton
11/11, S, 8:30 am-3 pm, Stanton

Defensive Driving - Advanced
After three years, graduates of the Basic Defensive course can complete an advanced version as a refresher course. Receive a 15 percent reduction on your auto insurance (liability and personal provisions). Students will receive a three point credit applied to the Delaware driving record upon successful completion. Certification through Interstate Training Alliance, LLC. You must bring a valid photo ID to class. Please plan to arrive 15 minutes early to complete additional paperwork.

EYP 326, Fee $30
10/4, W, 6-9 pm, Stanton
Languages

French I
Learn basic vocabulary, phrases and sentence structure while exploring French culture and travel. This beginner’s course is also for those who need to refresh their French.
EYH 605, Fee $139+text
6/21-8/9, W, 7-9 pm, Stanton
8/22-10/11, T, 7-9 pm, Stanton

Italian I
This course will introduce you to the beauty of the Italian language and culture. Emphasis is on basic vocabulary and phrases. Cultural awareness is built into each lesson.
EYH 612, Fee $139+text
6/21-8/9, W, 7-9 pm, Stanton
8/22-10/11, T, 7-9 pm, Stanton

Sign Language
This introduction to beginning communication skills through the language of sign, with an emphasis in American Sign Language (ASL), introduces students to basic grammatical structures and sign vocabulary through conversational classroom interactions involving everyday topics. Emphasis is on basic vocabulary, grammar, and cultural information about ASL as students learn how to communicate in a visual-gestural channel. No prior knowledge of ASL is required.
EYH 628, Fee $199+text
9/11-11/27, M, 6-8 pm, Stanton

Italian II
This course will continue topics and communication skills through sign language, with an emphasis in American Sign Language (ASL). Emphasis is on expanded sign vocabulary, grammar, and cultural information about ASL utilizing a variety of media and sources. More complex conversational techniques involving everyday topics will be introduced in a visual-gestural channel.
EYH 629, Fee $199+text
9/13-11/29, W, 6-8 pm, Stanton

Spanish I
This course is designed for the beginning student who wants to use Spanish in their work, travel or at home. The emphasis is on learning basic conversational Spanish with practice in real life situations, particularly those encountered at work.
EYH 603, Fee $139+text
6/21-8/9, W, 7-9 pm, Stanton
8/23-10/11, W, 7-9 pm, Stanton
9/9-10/28, S, 9:30-11:30 am, Stanton

Spanish II
Continued study and understanding of Spanish for the beginning adult who wants to use the language at home, at work or for travel. Primary emphasis is on communicative proficiency - meeting and greeting people, asking directions, shopping, dining and conducting simple business transactions. Appreciation and understanding of Hispanic/Latino culture are an integral part of the course.
EYH 604, Fee $139+text
10/25-12/13, W, 7-9 pm, Stanton

Spanish III
Continue your Spanish language studies and advance your conversation skills. Practice in real life situations that will enhance your ability to communicate in business, travel, and personal situations.
EYH 607, Fee $139+text
8/22-10/10, T, 7-9 pm, Stanton

Spanish IV
Enhance your Spanish speaking skills even further as you continue to advance your conversation skills. Emphasis will be on proficiency in learning how to shop and haggle, describe events, make travel plans, arrange activities, and talk about personal experiences.
EYH 616, Fee $139+text
10/24-12/12, T, 7-9 pm, Stanton

Spanish V
This course is designed for the advancing adult who wants to use Spanish in various settings throughout their journeys. The emphasis is on learning intermediate to advanced conversational Spanish with practice in real life situations.
EYH 627, Fee $139+text
8/24-10/12, R, 7-9 pm, Stanton
Leisure

Civilian Firearms
This course covers types of firearms and ammunition, firearms safety, basic marksmanship, civilian combat shooting, handguns, firearms law and liabilities, care and cleaning of firearms and qualifications course. Designed for the deadly weapons permit holder or anyone who is or will be applying for the weapons permit. Course complies with DE H.B. 446. Additional fee will be charged at the range.

EYP 600, Fee $219+ range fees
6/19-7/31, M, 6:30-9:30 pm, Stanton
9/25-11/6, M, 6:30-9:30 pm, Stanton

Creative Writing
Expand your writing skills and power of observation language and imagination. This class will expose you to various forms of creative writing and help you learn how to express your thoughts and find your own unique stories.

ENO 749, Fee $129
6/29-8/3, R, 6:30-9 pm, Stanton
9/13-10/18, W, 6:30-9 pm, Stanton

Beginning Guitar
This class is designed to teach the fundamentals of guitar and to learn how to play music. These are group lessons to help you learn proper guitar holding, hand and finger placement as well as picking patterns, fingering and scales. This class is designed for beginners; you do not need to know how to read music. You will, however need to bring a guitar with you to class.

ENO 751, Fee $189
9/12-11/14, T, 7-8:30 pm, Stanton

Building Your Own Blog
Do you have a passion for writing and want to share it with others? Do you blog currently and want to learn how to profit from your blog or grow your audience? This nine hour course will cover blogging basics, how to profit from your blog and use social media to drive traffic to your blog.

ENO 708, Fee $39
10/11, W, 6:30-9 pm, Stanton

YUMEE
(You Understanding Mindful Eating Enjoyment)
Ever sit down in front of the TV eating a bag of chips, and suddenly, there are none left and you don’t remember where they went? YUMEE, You Understanding Mindful Eating Enjoyment, is a course designed to help you step out of automatic pilot when you are eating. Participants will be taught to engage in mindfulness-based practices which have been shown to empower people to make more skillful choices about food, as well as reduce reactivity and enhance quality of life. As part of the course there will also be a Meditation Retreat on Saturday 10/21 from 9 am to 3 pm. Free information session will be held on 9/13 from 6-8 pm at the Stanton campus.

ENK 701, Fee $350
9/26-11/14, T, 6-8:30 pm, Stanton

Mindfulness Based Stress Reduction
The Mindfulness Based Stress Reduction program can help you to move toward greater balance, control and participation in your life. Published research suggests that the majority of people who complete this program have reported an ability to cope more successfully in stressful situations, have an increased ability to relax, experience a reduction in pain levels. As part of the course there will also be a Meditation Retreat on Saturday, 10/21, from 9 am to 3 pm. Come learn more about how this program can benefit your life. Free information session will be held on 9/13 from 6-8 pm at the Stanton campus.

ENK 706, Fee $350
9/27-11/15, W, 6-8:30 pm, Stanton

Aromatherapy
Aromatherapy can boost energy, help improve mood, and reduce the symptoms of common ailments. This class will cover the basics of how to use essential oils for everything from health and beauty to cooking and cleaning, and various other uses. Each participant will leave with a personalized blend designed for stress relief.

ENO 708, Fee $39
10/11, W, 6:30-9 pm, Stanton

Finding Your Best Voice
Through singing a variety of repertoire, focused exercises, and the development of an understanding of the vocal mechanism, you will find your “Best Voice!” This six-week course will teach you vocal exercises that encourage vibrant in-tune singing. Also, you will explore vocal styles. As you grow your skills, you will be given the opportunity to sing together as a group.

ENO 764, Fee $99
10/5-11/9, R, 6-8 pm, Stanton

Introduction to Craft Brewing
This five week course will help students understand the art of brewing beer at home. Learn the science behind brewing and the different beer styles. This class will be run in conjunction with Midnight Oil Brewing Company in Newark, DE with classes at both locations. No previous brewing experience or beer knowledge is necessary, but students must be 21 or older to register for this course. Supplies will be suggested for home brewing but are not a requirement to take the class.

ENJ 732, Fee $129
10/5-11/2, R, 6-8:30 pm, Stanton
Photography

Photography - Introduction
Do you have a digital camera but are not really sure how to work it? Come and find out what all those features are so you can get the most out of your camera investment. Learn what your camera sees and how to use automatic functions like the shutter, aperture, white balance and ISO. Bring any type of digital camera and instruction booklet to class.
ENA 701, Fee $89
6/20-7/18, T, 6:30-9 pm, Stanton
(no class 7/4)
8/22-9/12, T, 6:30-9 pm, Stanton
9/9-10/7, S, 9:30-11:30 am, Stanton

Photography - Intermediate
Take your enjoyment of photography to a new level. Discover and practice techniques to improve your skills behind the camera whether you enjoy shooting scenery or social events in this 17.5 hour class. Learn how to capture that great shot. Course highlights cover basic camera controls, light and image composition, and macro photography. Bring your camera manual and camera to the first class. Course Requirements: basic familiarity of your specific camera. A 35mm or digital SLR camera with either interchangeable lenses or a medium range zoom lens is required.
ENA 739, Fee $149
9/14-10/26, R, 7-9:30 pm, Stanton

Photography - Photoshop
Learn how to make your photographs better. The focus of this class is on improving your images using Photoshop. Students will learn how to make adjustments to bring out the power of the image. Topics will include importing, retouching, cropping, tone and brightness adjustments, color saturation, color balance and selective color. Discover the tools and techniques needed to create stunning images.
ENA 724, Fee $279
10/18-12/13, W, 7-9 pm, Stanton
(no class on 11/22)

Photography - Nature
This 10-hour class will cover concepts and techniques in nature photography to capture great images. Topics include learning to use natural light and elements of design to create better images. Camera techniques and visual perspective will be discussed along with different types of nature photography to include close ups, landscape and wildlife. This class is conducted in a classroom with some hands on shooting.
Course requirements: A good understanding of camera settings and operation.
ENA 747, Fee $ 99
8/31-9/28, R, 6-8 pm, Stanton

Photography - Fashion
Work with models, various lighting techniques and posing as you learn the basics of fashion photography in this 16-hour course. This class will meet both on and off campus as you practice both indoor and outdoor shoots and the various digital photography techniques that are used for each. Also learn about styling and how to construct a look. Requirements: A digital camera and good working knowledge of your camera settings and operation.
ENA 736, Fee $179
9/18-11/6, M, 7-9 pm, Stanton
Facility Rentals and Catering

Delaware Tech is a budget-friendly choice, offering an outstanding atmosphere coupled with a wide range of catering and technology services. From classrooms to board rooms to a gymnasium, we have a space perfect for your event. Both of our locations are easily accessible with lots of free parking. Whether you require a light snack or a multi-course custom menu, our experienced and creative catering staff is ready to help ensure a successful and professional event!

Let the event and catering professionals at Delaware Tech help you plan your event!

Flexible and Varied Meeting Facilities

We have venues at each campus location to suit a vast array of activities and meetings.

- Conference Centers
- Gymnasium (seating up to 1,000 people)
- High-Tech Classrooms (seating up to 100 people)
- Computer Labs (seating up to 25 people)
- Small Board Rooms (seating up to 10 people)
- Space for breakouts and exhibits
- Video Conferencing
- Superior Catering
STANTON CAMPUS

400 Stanton-Christiana Road
Newark, Delaware 19713

Located in the heart of New Castle County near Exit 4 of I-95. Rental facilities include classrooms, computer labs, board room, conference rooms, gymnasium and sports fields. Amenities include close proximity to several hotels and motels, free parking and a landscaped suburban setting.

GEORGE CAMPUS

300 N. Orange Street
Wilmington, Delaware, 19801

Located in the city of Wilmington, Delaware near Exit 6 of I-95. Rental facilities include classrooms, computer labs, board room and conference rooms. Amenities include close proximity to the Wilmington train station, major bus routes, and the business district of Wilmington. This Campus offers free parking and an attractive urban setting.

For more information, please contact:
Donna Wilson, Conference Services Manager
302.454.3189 | dwilso@dtcc.edu
Looking for a career in a high-demand field?
Consider the following associate degree programs at Delaware Tech:

- Chemical Process Operator
- Construction Management
- Energy Management
- Geographical Information Systems
- Computer Information Systems
- Computer Network Engineering
- Health Information Management
- Hospitality Management
- Information Security
- Medical Assistant

Learn more about these programs and how to register during our Open House.

Delaware Tech
Open House
November 15, 5-7 pm, George Campus
300 North Orange Street, Wilmington, DE 198001

Explore degree programs | Meet faculty | Learn about financial aid
For a complete list of all the degree programs we offer, go to
https://www.dtcc.edu/academics/programs-study
Four easy ways to register:

1. **Online with a debit or credit card.**
   Visit go.dtcc.edu/xensw. In the search box type in the course title or course code. Click on the title for the date you wish to attend. You will be directed to a COURSE DETAIL page. At the bottom right of the page click on the green box REGISTER/SIGN IN NOW.

2. **By phone with a debit or credit card.**
   Call 302.454.3900.

3. **By mail with a check.**
   Use this form with a check made payable to DTCC and mail both to:
   Delaware Technical Community College
   Workforce Development and Community Education, A165
   400 Stanton-Christiana Road
   Newark, DE 19713

4. **In person with a check or cash at either the Stanton or George Campus.**
   Stanton Campus, Room A165
   George Campus, Room SE125
   400 Stanton-Christiana Road
   300 North Orange Street
   Newark, DE 19713
   Wilmington, DE 19801

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**Enrollee Information**

Social Security No. (last four only) ---------------- Date of Birth _______ _______ _______ _______ Sex: M _______ F _______

Last Name: ---------------------------------- First Name: ---------------------------------- Middle Initial ______

Street Address: ________________________________

City: ____________________ State: ________________________ Zip Code: ______________

Home Phone: _____________________ Cell Phone: ______________________

Email Address: ________________________________

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**Class Information**

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Demographics: (Optional – the college is required to report this information to the federal government.)

- [ ] American Indian or Alaskan Native
- [ ] Asian
- [ ] Black
- [ ] Hispanic or Latino
- [ ] Native Hawaiian or other Pacific Islander
- [ ] White (other than Hispanic)
- [ ] Do not choose to indicate