

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44835	AER-31031-1	Faa Remote Pilot Certification	Mar 8, 2025	Mar 15, 2025	8:00 AM 1:00 PM 8:00 AM	12:00 PM 5:00 PM 12:00 PM	S, SU S, SU S	G*G105	Benny	Boykin	Flying a drone for commercial use requires a FAA Part 107 remote pilot certificate. This comprehensive 24-hour course prepares learners for small Unmanned Aircraft Systems [sU.A.S]/Drone Flight Certification. The topics include regulations, weather, airspace, and human factors. Upon completion, students will be prepared to sit for the FAA 107 Remote Pilot Knowledge test. Students will also be introduced to several different drones that are used in the local area. Textbook recommended but not required.
44837	AUT-32001-1	Small Engine Repair	Jan 29, 2025	Mar 26, 2025	6:00 PM 6:00 PM	9:00 PM 9:00 PM	W W	R*R105	Robert	Brown	Save time and money by learning to service, troubleshoot, and repair small engines such as found in zero turn radius lawn mowers, push mowers, weed eaters, and chain saws.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44789	BTC-32007-1	Biowork Process Tech-In Person	Jan 6, 2025	May 5, 2025	8:00 AM 12:00 PM 8:00 AM 12:00 PM 12:00 PM 8:00 AM	11:00 AM 2:30 PM 11:00 AM 2:30 PM 2:30 PM 11:00 AM	M, W F M, W F F M, W	G*G229	Michael	Adams	Wilson Community College, working with area pharmaceutical industries, has developed this 136 hour course to provide basic preparation for entry-level operator jobs in pharmaceutical manufacturing. Course competencies include safety, quality, solid dose tableting, coating, and packaging. Math, teamwork, time management, and problem solving are incorporated in the course.
44790	BTC-32008-1	Biowork Process Tech Blended	Jan 6, 2025	Apr 28, 2025	6:00 PM 12:01 AM 6:00 PM	10:00 PM 11:59 PM 10:00 PM	M M, T, W, TH, F, S, SU M	G*G236	Marlene	Ruffin	Wilson Community College, working with area pharmaceutical industries, has developed this 136 hour course to provide basic preparation for entry-level operator jobs in pharmaceutical manufacturing. Course competencies include safety, quality, solid dose tableting, coating, and packaging. Math, teamwork, time management, and problem solving are incorporated in the course.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44791	BTC-32009-1	Biowork Process Tech Online	Jan 6, 2025	Apr 28, 2025	12:01 AM	11:59 PM	M T W TH F S SU	OLM*ONLINE	Marlene	Ruffin	Wilson Community College, working with area pharmaceutical industries, has developed this 136 hour course to provide basic preparation for entry-level operator jobs in pharmaceutical manufacturing. Course competencies include safety, quality, solid dose tableting, coating, and packaging. Math, teamwork, time management, and problem solving are incorporated in the course.
44775	CSP-4000123-1	Colour It Abstract	Jan 6, 2025	Mar 17, 2025	1:00 PM 1:00 PM	4:00 PM 4:00 PM	M M	G*G100	Clara	Daughtridge	A no-stress class in painting using colour to create your own originals in abstract art. Discover new techniques and mix your own colours. Paint and have fun doing it! Materials needed: canvas (boards or stretched, any size), acrylics, brushes, palette, cup for water, and an apron or smock.
44776	CSP-4000123-2	Colour It Abstract	Mar 24, 2025	Apr 28, 2025	1:00 PM	4:00 PM	M	G*G100	Clara	Daughtridge	A no-stress class in painting using colour to create your own originals in abstract art. Discover new techniques and mix your own colours. Paint and have fun doing it! Materials needed: canvas (boards or stretched, any size), acrylics, brushes, palette, cup for water, and an apron or smock.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44784	CSP-4000174-1	Pillow Talk	Feb 4, 2025	Mar 4, 2025	2:00 PM	4:00 PM	T	A*A103A	Betsy	Best	Would you like to spruce up your living room or bedroom? Creating the perfect pillow is a great way to add "pop" to any room. Learn how to make a pillow and all of the fun additions. This class is perfect for beginners who have basic knowledge of the sewing machine. You can use one of our machines or you are welcome to bring your own. Supplies will be discussed during the first class.
44785	CSP-4000188-1	Piano for Beginners	Jan 7, 2025	Mar 11, 2025	6:00 PM	8:00 PM	T	D*D209	Joshua	Pittman	Are you interested in learning how to play the piano? Then this class is for you! You will receive expert instruction from an experienced pianist and teacher. Over the course of 10 weeks, you will learn the basics of piano playing, including finger exercises, note reading, and basic music theory. By the end of the course, you will be able to play an entire song on the piano with both hands. Whether you are a complete beginner or have some prior experience, this class is a great way to improve your musical skills and have fun at the same time.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44787	CSP-4000190-1	Basic Sign Language	Feb 4, 2025	Mar 11, 2025	6:00 PM	8:00 PM	T	C*C105	Valerie	McMillan	This 6-week class is an introduction to American Sign Language. If you know nothing about ASL, this class is for you. The course will touch on the basic language foundation in ASL including fingerspelling, numbers, common signs, greetings, and conversational phrases. Book required: Signing: How To Speak with Your Hands.
44786	CSP-4000194-1	Piano for Beginners 2	Jan 10, 2025	Mar 14, 2025	11:00 AM	1:00 PM	F	D*D209	Sandra	Pittman	
44788	CSP-4000195-1	Art Quilts	Jan 9, 2025	Mar 13, 2025	12:30 PM	3:30 PM	TH	A*A103A	Nancy	Vasilchik	This is the perfect blend of artistry and quilting to produce a lovely art quilt. Start with a photo and add each element to bring it to completion. Thread painting, applique and raw edge quilting will be explored in class. The first class will have a prepared project to learn many of the techniques that will be used.
44910	CSP-4000196-1	Floral Arranging and More	Mar 11, 2025	Apr 15, 2025	10:00 AM	12:00 PM	T	G*G100	Linda	Totten	Join us for a fun class full of ideas for floral arranging, planting beautiful pots, and creating attractive table and porchsapes.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44778	CSP-400024-1	Oil & Acrylic	Mar 18, 2025	Apr 22, 2025	1:00 PM	4:00 PM	T	G*G100	Steve	Benton	Learn to paint with oil acrylics and develop a personal style through the use of line and color perspective. Paint with oil or acrylic while learning the principles and elements of art. Please bring the size canvas that you are comfortable with, photographs of what you want to paint or an idea of subject matter that you are interested in, paints with at least black, white, and the primary colors, and brushes.
44779	CSP-400024-2	Oil & Acrylic	Mar 20, 2025	Apr 24, 2025	1:00 PM	4:00 PM	TH	G*G100	Steve	Benton	Learn to paint with oil acrylics and develop a personal style through the use of line and color perspective. Paint with oil or acrylic while learning the principles and elements of art. Please bring the size canvas that you are comfortable with, photographs of what you want to paint or an idea of subject matter that you are interested in, paints with at least black, white, and the primary colors, and brushes.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44780	CSP-400036-1	Oil & Acrylic	Jan 7, 2025	Mar 11, 2025	1:00 PM	4:00 PM	T	G*G100	Steve	Benton	Learn to paint with oil acrylics and develop a personal style through the use of line and color perspective. Paint with oil or acrylic while learning the principles and elements of art. Please bring the size canvas that you are comfortable with, photographs of what you want to paint or an idea of subject matter that you are interested in, paints with at least black, white, and the primary colors, and brushes.
44781	CSP-400036-2	Oil & Acrylic	Jan 9, 2025	Mar 13, 2025	1:00 PM	4:00 PM	TH	G*G100	Steve	Benton	Learn to paint with oil acrylics and develop a personal style through the use of line and color perspective. Paint with oil or acrylic while learning the principles and elements of art. Please bring the size canvas that you are comfortable with, photographs of what you want to paint or an idea of subject matter that you are interested in, paints with at least black, white, and the primary colors, and brushes.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44782	CSP-400038-1	Stained Glass	Feb 3, 2025	Apr 7, 2025	10:00 AM	12:30 PM	M	G*G100	Kim	Joy	In this class you will learn how to construct a 12"x 16" stained glass panel using the copper foil method. All steps are covered, and students will have a variety of patterns to choose from. Tools will be supplied for students to use during class. Students may need to purchase supplies for their own project as they need them. Returning students may work on projects of their own choice and the instructor is available for help and guidance as needed.*Pregnant women should check with their doctor prior to registering for class.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44783	CSP-400038-2	Stained Glass	Feb 3, 2025	Apr 7, 2025	6:30 PM	9:00 PM	M	G*G100	Kim	Joy	In this class you will learn how to construct a 12"x 16" stained glass panel using the copper foil method. All steps are covered, and students will have a variety of patterns to choose from. Tools will be supplied for students to use during class. Students may need to purchase supplies for their own project as they need them. Returning students may work on projects of their own choice and the instructor is available for help and guidance as needed.*Pregnant women should check with their doctor prior to registering for class.
44777	CSP-400052-1	Knitting for Fun 101	Feb 4, 2025	Apr 8, 2025	6:30 PM	9:00 PM	T	C*C101	Kathleen	Wall	A no-stress class for the beginning knitter. Learn the very basic steps and stitches of knitting, and have fun doing it. Please bring a skein of yarn and a pair of #7 bamboo or wooden knitting needles.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44827	CUL-30721-1	Servsafe Food Service	Jan 11, 2025	Jan 25, 2025	9:00 AM 1:30 PM 9:00 AM 1:30 PM	12:30 PM 5:00 PM 12:30 PM 5:00 PM	S S S S	E*E102	Melodie	Strickland	14-hour course designed to give food handlers an understanding of proper sanitation precautions & cover the expected outcomes, should these practices not be followed. Students will study infections & illnesses, proper food-handling techniques, personal hygiene, personal safety, and information on the OSHA regulations. Textbook required. Available in college bookstore.
44828	CUL-30721-2	Servsafe Food Service	Feb 8, 2025	Feb 15, 2025	9:00 AM 1:30 PM	12:30 PM 5:00 PM	S S	E*E102	Melodie	Strickland	14-hour course designed to give food handlers an understanding of proper sanitation precautions & cover the expected outcomes, should these practices not be followed. Students will study infections & illnesses, proper food-handling techniques, personal hygiene, personal safety, and information on the OSHA regulations. Textbook required. Available in college bookstore.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44829	CUL-30721-3	Servsafe Food Service	Mar 1, 2025	Mar 8, 2025	9:00 AM 1:30 PM	12:30 PM 5:00 PM	S S	E*E102	Melodie	Strickland	14-hour course designed to give food handlers an understanding of proper sanitation precautions & cover the expected outcomes, should these practices not be followed. Students will study infections & illnesses, proper food-handling techniques, personal hygiene, personal safety, and information on the OSHA regulations. Textbook required. Available in college bookstore.
44825	DMV-30021-1	D M V: Car Dealer Prelicense	Feb 22, 2025	Feb 23, 2025	8:00 AM 1:00 PM	12:00 PM 5:00 PM	S, SU S	P*P101	Mitchell	Williams	Required for individuals seeking an initial NC vehicle dealer license. Students will be required to download class material. The instructor will provide that information during the first class. 100% attendance is required.
44826	DMV-30021-2	D M V: Car Dealer Prelicense	Apr 5, 2025	Apr 6, 2025	8:00 AM 1:00 PM	12:00 PM 5:00 PM	S, SU S	P*P101	Mitchell	Williams	Required for individuals seeking an initial NC vehicle dealer license. Students will be required to download class material. The instructor will provide that information during the first class. 100% attendance is required.
44819	DMV-30031-1	Escort Vehicle Operator	Jan 27, 2025	Jan 27, 2025	8:00 AM 1:00 PM	12:00 PM 5:00 PM	M M	R*R105	James	Flythe	Students are required to complete a 4-hour Defensive Driving course to complete the credential. Please contact 252-246-1211 for dates and to register for DDC-4 course.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44820	DMV-30031-2	Escort Vehicle Operator	Apr 21, 2025	Apr 21, 2025	8:00 AM 1:00 PM	12:00 PM 5:00 PM	M M	R*R105	James	Flythe	Students are required to complete a 4-hour Defensive Driving course to complete the credential. Please contact 252-246-1211 for dates and to register for DDC-4 course.
44815	DMV-31291-1	N C Safety Inspection	Jan 27, 2025	Jan 28, 2025	6:00 PM	10:00 PM	M T	R*R105	James	Flythe	Prepares auto technicians & service personnel as motor vehicle safety inspectors to present a standardized method of testing & evaluating the performance & knowledge of Inspector Mechanics conducting NC State Inspections. Space is limited to 12. 100% attendance is required.
44816	DMV-31291-2	N C Safety Inspection	Mar 17, 2025	Mar 18, 2025	6:00 PM	10:00 PM	M T	R*R105	James	Flythe	Prepares auto technicians & service personnel as motor vehicle safety inspectors to present a standardized method of testing & evaluating the performance & knowledge of Inspector Mechanics conducting NC State Inspections. Space is limited to 12. 100% attendance is required.
44817	DMV-31292-1	O B D Emission Inspection	Feb 17, 2025	Feb 18, 2025	6:00 PM	10:00 PM	M T	R*R105	James	Flythe	Prepares auto technicians & service personnel as motor vehicle On Board Diagnostics (OBD) emission inspectors. Familiarizes students with the mandates & procedures required for certification as a NC OBD II InspectorMechanic. Space is limited to 12. Pre-Requisite:NC Safety Inspection class. 100% attendance is required.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44818	DMV-31292-2	O B D Emission Inspection	Apr 21, 2025	Apr 22, 2025	6:00 PM	10:00 PM	M T	R*R105	James	Flythe	Prepares auto technicians & service personnel as motor vehicle On Board Diagnostics (OBD) emission inspectors. Familiarizes students with the mandates & procedures required for certification as a NC OBD II InspectorMechanic. Space is limited to 12. Pre-Requisite: NC Safety Inspection class. 100% attendance is required.
44822	ELC-301619-1	Changes 2023 Elec Code-90-240	Apr 12, 2025	Apr 12, 2025	8:00 AM 1:00 PM	12:00 PM 5:00 PM	S S	P*P101	Milton	Jones	This course meets the annual continuing education requirements for electricians in the State of NC. Topics include NEC Code review, new materials and procedures, and related code requirements.
44823	ELC-301619-2	Changes 2023 Elec Code-90-240	Feb 15, 2025	Feb 15, 2025	8:00 AM 1:00 PM	12:00 PM 5:00 PM	S S	P*P101	Milton	Jones	This course meets the annual continuing education requirements for electricians in the State of NC. Topics include NEC Code review, new materials and procedures, and related code requirements.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44851	HRD-300120-1	Workplace Skills-Intermediate	Jan 28, 2025	Jan 30, 2025	5:30 PM	8:30 PM	T TH	A*A112	Gretchen	McKeithan	The Career & Workplace Success program provides employability skills training, skills assessments, and career exploration. Students learn essential skills that are needed for the job seeker to change over to a new career or to transition back into the workforce. Students gain occupational, career, technical information, and soft skills training necessary to be workplace ready. Tuition for qualifying adults who are unemployed, working part-time, or working full-time, and whose annual income is within the federal poverty guidelines may be waived.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44852	HRD-300120-2	Workplace Skills-Intermediate	Mar 11, 2025	Mar 13, 2025	5:30 PM	8:30 PM	T TH	A*A112	Gretchen	McKeithan	The Career & Workplace Success program provides employability skills training, skills assessments, and career exploration. Students learn essential skills that are needed for the job seeker to change over to a new career or to transition back into the workforce. Students gain occupational, career, technical information, and soft skills training necessary to be workplace ready. Tuition for qualifying adults who are unemployed, working part-time, or working full-time, and whose annual income is within the federal poverty guidelines may be waived.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44855	HRD-300121-1	Workplace Skills-Powerpoint	Mar 25, 2025	Mar 27, 2025	5:30 PM	8:30 PM	T TH	A*A112	Gretchen	McKeithan	The Career & Workplace Success program provides employability skills training, skills assessments, and career exploration. Students learn essential skills that are needed for the job seeker to change over to a new career or to transition back into the workforce. Students gain occupational, career, technical information, and soft skills training necessary to be workplace ready. Tuition for qualifying adults who are unemployed, working part-time, or working full-time, and whose annual income is within the federal poverty guidelines may be waived.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44853	HRD-30016-1	Workplace Skills-Interview Tec	Feb 4, 2025	Feb 6, 2025	5:30 PM	8:30 PM	T TH	A*A112	Gretchen	McKeithan	The Career & Workplace Success program provides employability skills training, skills assessments, and career exploration. Students learn essential skills that are needed for the job seeker to change over to a new career or to transition back into the workforce. Students gain occupational, career, technical information, and soft skills training necessary to be workplace ready. Tuition for qualifying adults who are unemployed, working part-time, or working full-time, and whose annual income is within the federal poverty guidelines may be waived.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44854	HRD-30016-2	Workplace Skills-Interview Tec	Mar 18, 2025	Mar 20, 2025	5:30 PM	8:30 PM	T TH	A*A112	Gretchen	McKeithan	The Career & Workplace Success program provides employability skills training, skills assessments, and career exploration. Students learn essential skills that are needed for the job seeker to change over to a new career or to transition back into the workforce. Students gain occupational, career, technical information, and soft skills training necessary to be workplace ready. Tuition for qualifying adults who are unemployed, working part-time, or working full-time, and whose annual income is within the federal poverty guidelines may be waived.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44845	HRD-30017-1	Workplace Skills-Resume Writin	Jan 7, 2025	Jan 9, 2025	5:30 PM	8:30 PM	T TH	A*A112	Gretchen	McKeithan	The Career & Workplace Success program provides employability skills training, skills assessments, and career exploration. Students learn essential skills that are needed for the job seeker to change over to a new career or to transition back into the workforce. Students gain occupational, career, technical information, and soft skills training necessary to be workplace ready. Tuition for qualifying adults who are unemployed, working part-time, or working full-time, and whose annual income is within the federal poverty guidelines may be waived.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44846	HRD-30017-2	Workplace Skills-Resume Writin	Feb 11, 2025	Feb 13, 2025	5:30 PM	8:30 PM	T TH	A*A112	Gretchen	McKeithan	The Career & Workplace Success program provides employability skills training, skills assessments, and career exploration. Students learn essential skills that are needed for the job seeker to change over to a new career or to transition back into the workforce. Students gain occupational, career, technical information, and soft skills training necessary to be workplace ready. Tuition for qualifying adults who are unemployed, working part-time, or working full-time, and whose annual income is within the federal poverty guidelines may be waived.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44847	HRD-30018-1	Workplace Skills- M S Word	Jan 14, 2025	Jan 16, 2025	5:30 PM	8:30 PM	T TH	A*A112	Gretchen	McKeithan	The Career & Workplace Success program provides employability skills training, skills assessments, and career exploration. Students learn essential skills that are needed for the job seeker to change over to a new career or to transition back into the workforce. Students gain occupational, career, technical information, and soft skills training necessary to be workplace ready. Tuition for qualifying adults who are unemployed, working part-time, or working full-time, and whose annual income is within the federal poverty guidelines may be waived.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44848	HRD-30018-2	Workplace Skills-M S Word	Feb 18, 2025	Feb 20, 2025	5:30 PM	8:30 PM	T TH	A*A112	Gretchen	McKeithan	The Career & Workplace Success program provides employability skills training, skills assessments, and career exploration. Students learn essential skills that are needed for the job seeker to change over to a new career or to transition back into the workforce. Students gain occupational, career, technical information, and soft skills training necessary to be workplace ready. Tuition for qualifying adults who are unemployed, working part-time, or working full-time, and whose annual income is within the federal poverty guidelines may be waived.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44849	HRD-30019-1	Workplace Skills-Beginner Exce	Jan 21, 2025	Jan 23, 2025	5:30 PM	8:30 PM	T TH	A*A112	Gretchen	McKeithan	The Career & Workplace Success program provides employability skills training, skills assessments, and career exploration. Students learn essential skills that are needed for the job seeker to change over to a new career or to transition back into the workforce. Students gain occupational, career, technical information, and soft skills training necessary to be workplace ready. Tuition for qualifying adults who are unemployed, working part-time, or working full-time, and whose annual income is within the federal poverty guidelines may be waived.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44850	HRD-30019-2	Workplace Skills-Beginner Exce	Feb 25, 2025	Feb 27, 2025	5:30 PM	8:30 PM	T TH	A*A112	Gretchen	McKeithan	The Career & Workplace Success program provides employability skills training, skills assessments, and career exploration. Students learn essential skills that are needed for the job seeker to change over to a new career or to transition back into the workforce. Students gain occupational, career, technical information, and soft skills training necessary to be workplace ready. Tuition for qualifying adults who are unemployed, working part-time, or working full-time, and whose annual income is within the federal poverty guidelines may be waived.
44857	HRD-300521-1	Intro to Computers	Jan 14, 2025	Feb 18, 2025	9:00 AM	11:00 AM	T	A*A112	Gretchen	McKeithan	This course offers basic computer concepts and vocabulary to help you become familiar with your PC. This course is designed for the beginner computer user to gain knowledge in computers and the Windows environment. Included will be basic file management, an overview of Microsoft Office Software, and exploration of the internet.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44864	HRD-300522-1	Cybersafe	Jan 27, 2025	Feb 3, 2025	6:00 PM	9:00 PM	M	A*A112	Susan	Weekley	Does that job you're applying for sound too good to be true? Learn how to keep your information safe from cyber criminals. Students will be able to identify phishing schemes and other tools that cyber criminals use to trick individuals into sharing their personal information.
44858	HRD-41001-1	Working Smart	Apr 1, 2025	Apr 10, 2025	9:00 AM 1:00 PM	12:00 PM 4:00 PM	T, TH T, TH	A*A112	Gretchen	McKeithan	Working Smart is a five-module curriculum taught over 24 hours. The five modules are: Self Awareness, Self Management, Work Ethics, Communication Skills, and Problem-Solving Skills. This class prepares prospective job seekers for employment and equips individuals currently in the workforce seeking new opportunities. Individuals who complete the training will receive a program certification. Fee waiver for the registration fee is available for qualifying individuals.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44824	LEO-40001-1	Fba Fiber Optic Certification	Jan 21, 2025	Apr 8, 2025	1:00 PM 12:01 AM	5:00 PM 11:59 PM	T M, T, W, TH, F, S, SU	G*G101	Korey	Lee	This course covers the principles of fiber optics, particularly as a communications transmission medium. Topics include digital communications systems, optical fibers, cables, splices, connectors, optical transmitters and receivers, installation techniques, component testing, and system testing. Upon completion, students should be able to splice and connectorize a fiber, make measurements of fiber optic systems, and test and troubleshoot fiber optic components required to maintain "Fiber to the Home (FTTH) and Fiber to the Building (FTTB) systems. Individuals completing the course may be eligible for an internship or registered U.S. Department of Labor apprenticeship with a communications service provider or installation contractor.
44803	LEX-38741-1	Notary Public Online	Jan 10, 2025	Jan 10, 2025	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ONLINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44804	LEX-38741-2	Notary Public Online	Jan 24, 2025	Jan 24, 2025	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ONLINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
44805	LEX-38741-3	Notary Public Online	Feb 7, 2025	Feb 7, 2025	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ONLINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
44806	LEX-38741-4	Notary Public Online	Feb 21, 2025	Feb 21, 2025	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ONLINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
44807	LEX-38741-5	Notary Public Online	Mar 7, 2025	Mar 7, 2025	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ONLINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
44808	LEX-38741-6	Notary Public Online	Mar 21, 2025	Mar 21, 2025	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ONLINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44809	LEX-38741-7	Notary Public Online	Apr 4, 2025	Apr 4, 2025	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ONLINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
44810	LEX-38741-8	Notary Public Online	May 2, 2025	May 2, 2025	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	OLM*ONLINE	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
44793	LEX-38742-1	Notary Public Education	Jan 7, 2025	Jan 7, 2025	8:00 AM 12:30 PM	12:00 PM 4:30 PM	T T	G*G232	Shirley	Dupree	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
44802	LEX-38742-10	Notary Public Education	May 9, 2025	May 9, 2025	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	E*E102	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
44794	LEX-38742-2	Notary Public Education	Feb 11, 2025	Feb 11, 2025	8:00 AM 12:30 PM	12:00 PM 4:30 PM	T T	G*G232	Shirley	Dupree	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44795	LEX-38742-3	Notary Public Education	Mar 11, 2025	Mar 11, 2025	8:00 AM 12:30 PM	12:00 PM 4:30 PM	T T	G*G232	Shirley	Dupree	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
44796	LEX-38742-4	Notary Public Education	Apr 8, 2025	Apr 8, 2025	8:00 AM 12:30 PM	12:00 PM 4:30 PM	T T	G*G232	Shirley	Dupree	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
44797	LEX-38742-5	Notary Public Education	May 13, 2025	May 13, 2025	8:00 AM 12:30 PM	12:00 PM 4:30 PM	T T	G*G232	Shirley	Dupree	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
44798	LEX-38742-6	Notary Public Education	Jan 17, 2025	Jan 17, 2025	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	E*E102	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
44799	LEX-38742-7	Notary Public Education	Feb 14, 2025	Feb 14, 2025	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	E*E102	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44800	LEX-38742-8	Notary Public Education	Mar 14, 2025	Mar 14, 2025	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	E*E102	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
44801	LEX-38742-9	Notary Public Education	Apr 11, 2025	Apr 11, 2025	8:00 AM 1:00 PM	12:00 PM 5:00 PM	F F	E*E102	Rebecca	Sayers	Purchase current Notary Public Guidebook, to be read in advance Student must have valid NC picture. Must score 80% or better to pass. Course can be used for an up-date and re-commission.
44811	LEX-38751-1	Electronic Notary Public	Jan 31, 2025	Jan 31, 2025	8:00 AM	12:00 PM	F	OLM*ONLINE	Rebecca	Sayers	Electronic notarization is the process of applying an electronic notary signature and electronic seal onto an electronic document in a completely electronic and paperless transaction. Students in the E-Notary class will learn the process that allows a notary to affix an electronic signature and electronic notary seal that are legally binding. Participants will learn the electronic requirements to perform notary duties legally and ethically. Students in the ENotary class must be a commissioned notary prior to class.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44812	LEX-38751-2	Electronic Notary Public	Feb 28, 2025	Feb 28, 2025	8:00 AM	12:00 PM	F	OLM*ONLINE	Rebecca	Sayers	Electronic notarization is the process of applying an electronic notary signature and electronic seal onto an electronic document in a completely electronic and paperless transaction. Students in the E-Notary class will learn the process that allows a notary to affix an electronic signature and electronic notary seal that are legally binding. Participants will learn the electronic requirements to perform notary duties legally and ethically. Students in the ENotary class must be a commissioned notary prior to class.
44813	LEX-38751-3	Electronic Notary Public	Mar 28, 2025	Mar 28, 2025	8:00 AM	12:00 PM	F	OLM*ONLINE	Rebecca	Sayers	Electronic notarization is the process of applying an electronic notary signature and electronic seal onto an electronic document in a completely electronic and paperless transaction. Students in the E-Notary class will learn the process that allows a notary to affix an electronic signature and electronic notary seal that are legally binding. Participants will learn the electronic requirements to perform notary duties legally and ethically. Students in the ENotary class must be a commissioned notary prior to class.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44814	LEX-38751-4	Electronic Notary Public	Apr 25, 2025	Apr 25, 2025	8:00 AM	12:00 PM	F	OLM*ONLINE	Rebecca	Sayers	Electronic notarization is the process of applying an electronic notary signature and electronic seal onto an electronic document in a completely electronic and paperless transaction. Students in the E-Notary class will learn the process that allows a notary to affix an electronic signature and electronic notary seal that are legally binding. Participants will learn the electronic requirements to perform notary duties legally and ethically. Students in the ENotary class must be a commissioned notary prior to class.
45243	MED-33004-1	Medical Assistant	Jan 6, 2025	Apr 21, 2025	6:00 PM 6:00 PM 6:00 PM	9:00 PM 9:00 PM 9:00 PM	M, T, W, TH M, T, W, TH M, T, W, TH	G*G124D	Bernadette	Hucks	This 171-hour class provides students with a comprehensive overview of both clinical and administrative skills necessary for the healthcare field. Students learn about patient care techniques, taking vital signs, assisting with examinations, and basic laboratory procedures. They also cover topics like infection control, medication administration, and first aid.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44865	NAS-32401-1	Nurse Aide Level I	Jan 7, 2025	May 8, 2025	5:30 PM 8:00 AM 1:00 PM	9:30 PM 12:00 PM 6:00 PM	T, TH S S	G*G115	Courtney	Adkins	This course prepares students to perform basic nursing skills for patients or residents in a health care related setting. Course includes class, laboratory, and clinical learning experiences. Upon successful completion of the course and the state-administered skills evaluation, the student will be eligible for listing with the Division of Health Service Regulations on the Nurse Aide 1 Registry Certification in North Carolina as a Nurse Aide 1. The Nurse Aide will always work under the supervision and direction of a licensed nurse. Initial listing with the Nurse Aide Registry Certification as Nurse Aide 1 will be in effect for two years following successful completion of a written and skills evaluation.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
45242	NAS-32401-2	Nurse Aide Level I	Jan 6, 2025	Mar 31, 2025	8:30 AM 12:30 PM 8:30 AM 12:30 PM 8:30 AM 12:30 PM	12:00 PM 3:30 PM 12:00 PM 3:30 PM 12:00 PM 3:30 PM	M, W M, W M, W M, W M, W M, W	G*G115	Tamika	Corprew	This course prepares students to perform basic nursing skills for patients or residents in a health care related setting. Course includes class, laboratory, and clinical learning experiences. Upon successful completion of the course and the state-administered skills evaluation, the student will be eligible for listing with the Division of Health Service Regulations on the Nurse Aide 1 Registry Certification in North Carolina as a Nurse Aide 1. The Nurse Aide will always work under the supervision and direction of a licensed nurse. Initial listing with the Nurse Aide Registry Certification as Nurse Aide 1 will be in effect for two years following successful completion of a written and skills evaluation.
44866	NAS-32411-1	Nurse Aide Level II	Jan 6, 2025	May 7, 2025	5:00 PM 5:00 PM 5:00 PM	10:00 PM 10:00 PM 10:00 PM	M, W M, W M, W	G*G115	Tanyual	Barnes	This course prepares Nurse Aide 1 students to perform more complex nursing skills for patients or residents, regardless of setting. Course includes class, laboratory, and clinical learning experiences in the health care setting.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44830	OSH-30121-1	Forklift Operation Training	Jan 15, 2025	Jan 15, 2025	8:00 AM	2:00 PM	W	E*E102	Kimberly	Barnes	Topics include effective operation of a propanepowered industrial fork truck, safe operating procedures, and the understanding of plant regulations as they apply to fork truck operation. Steel-toed boots or shoes required. No tennis shoes.
44831	OSH-30121-2	Forklift Operation Training	Feb 12, 2025	Feb 12, 2025	8:00 AM	2:00 PM	W	E*E102	Kimberly	Barnes	Topics include effective operation of a propanepowered industrial fork truck, safe operating procedures, and the understanding of plant regulations as they apply to fork truck operation. Steel-toed boots or shoes required. No tennis shoes.
44832	OSH-30121-3	Forklift Operation Training	Mar 12, 2025	Mar 12, 2025	8:00 AM	2:00 PM	W	E*E102	Kimberly	Barnes	Topics include effective operation of a propanepowered industrial fork truck, safe operating procedures, and the understanding of plant regulations as they apply to fork truck operation. Steel-toed boots or shoes required. No tennis shoes.
44833	OSH-30121-4	Forklift Operation Training	Apr 16, 2025	Apr 16, 2025	8:00 AM	2:00 PM	W	E*E102	Kimberly	Barnes	Topics include effective operation of a propanepowered industrial fork truck, safe operating procedures, and the understanding of plant regulations as they apply to fork truck operation. Steel-toed boots or shoes required. No tennis shoes.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44834	OSH-30121-5	Forklift Operation Training	May 14, 2025	May 14, 2025	8:00 AM	2:00 PM	W	E*E102	Kimberly	Barnes	Topics include effective operation of a propanepowered industrial fork truck, safe operating procedures, and the understanding of plant regulations as they apply to fork truck operation. Steel-toed boots or shoes required. No tennis shoes.
44877	PBT-30221-1	Phlebotomy Experience	Jan 6, 2025	Apr 30, 2025	5:00 PM 5:00 PM 5:00 PM	9:00 PM 9:00 PM 9:00 PM	M, W M, W M, W	G*G119	Andrea	Ezzell	This course prepares students to draw blood specimens from patients for testing and analyzing. A Phlebotomy trainee maintains equipment used in obtaining blood specimens, masters the use of appropriate communication skills when working with patients, selection of venipuncture sites, care of blood specimen, entry of the testing process into the computer, as well as clerical duties associated with record keeping of the blood tests. Each student must complete 100 successful venipunctures. Uniforms are required for clinical rotation. Attendance at CPR class is mandatory and provided during class.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44875	PHM-32501-1	Pharmacy Technician Training	Jan 7, 2025	Apr 29, 2025	5:30 PM 5:30 PM	9:00 PM 9:00 PM	T, TH T, TH	G*G240	Latoyia	Moye	This 96-hour course prepares students to work in a pharmacy to assist with day-to-day activities under the supervision of a registered pharmacist. At registration, student must provide a copy of their high school diploma or equivalent. Students are required to use their WCC email assigned at registration to communicate with instructor. Textbooks required.
44838	PHO-300110-1	Digital Photography-Adobe Phot	Jan 29, 2025	Apr 16, 2025	7:30 PM	9:30 PM	W	A*A112	Christopher	Barnes	Teaches every tool in the toolbox and gives a firm understanding of layers - Photoshop's most powerful feature! Learn the tips and tricks that make using Layers a breeze.
44839	PHO-300111-1	Digital Photography-Adobe Ligh	Jan 29, 2025	Apr 16, 2025	5:30 PM	7:30 PM	W	A*A112	Christopher	Barnes	A beginning photography course to introduce students to basic aesthetic issues in image making, as well as photographic techniques utilizing digital cameras, electronic image processing, and printing using Adobe Lightroom.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44885	SAF-30101-1	B L S-Healthcare Provider C P	Jan 9, 2025	Jan 9, 2025	9:00 AM 1:00 PM	12:00 PM 4:00 PM	TH TH	G*G102		PUBLIC SAFETY TRAINING SOLUTION S LLC	This course is designed to instruct the layperson or professional responder in the basics of First Aid and Cardiopulmonary Resuscitation (CPR), with a focus on cardiac, breathing, and other life-threatening medical emergencies as well as awareness the hazards of blood borne pathogens. Upon successful completion, the student may qualify to receive certification through a certifying agency.
44886	SAF-30101-2	B L S-Healthcare Provider C P	Feb 6, 2025	Feb 6, 2025	9:00 AM 1:00 PM	12:00 PM 4:00 PM	TH TH	G*G102		PUBLIC SAFETY TRAINING SOLUTION S LLC	This course is designed to instruct the layperson or professional responder in the basics of First Aid and Cardiopulmonary Resuscitation (CPR), with a focus on cardiac, breathing, and other life-threatening medical emergencies as well as awareness the hazards of blood borne pathogens. Upon successful completion, the student may qualify to receive certification through a certifying agency.
44887	SAF-30101-3	B L S-Healthcare Provider C P	Mar 6, 2025	Mar 6, 2025	9:00 AM 1:00 PM	12:00 PM 4:00 PM	TH TH	G*G102		PUBLIC SAFETY TRAINING SOLUTION S LLC	This course is designed to instruct the layperson or professional responder in the basics of First Aid and Cardiopulmonary Resuscitation (CPR), with a focus on cardiac, breathing, and other life-threatening medical emergencies as well as awareness the hazards of blood borne pathogens. Upon successful completion, the student may qualify to receive certification through a certifying agency.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44888	SAF-30101-4	B L S-Healthcare Provider C P	Apr 10, 2025	Apr 10, 2025	9:00 AM 1:00 PM	12:00 PM 4:00 PM	TH TH	G*G102		PUBLIC SAFETY TRAINING SOLUTIONS LLC	This course is designed to instruct the layperson or professional responder in the basics of First Aid and Cardiopulmonary Resuscitation (CPR), with a focus on cardiac, breathing, and other life-threatening medical emergencies as well as awareness the hazards of blood borne pathogens. Upon successful completion, the student may qualify to receive certification through a certifying agency.
44889	SAF-30101-5	B L S-Healthcare Provider C P	May 8, 2025	May 8, 2025	9:00 AM 1:00 PM	12:00 PM 4:00 PM	TH TH	G*G102		PUBLIC SAFETY TRAINING SOLUTIONS LLC	This course is designed to instruct the layperson or professional responder in the basics of First Aid and Cardiopulmonary Resuscitation (CPR), with a focus on cardiac, breathing, and other life-threatening medical emergencies as well as awareness the hazards of blood borne pathogens. Upon successful completion, the student may qualify to receive certification through a certifying agency.

Schedule - Spring 2025 - Con Ed

Section	Course ID	Title	Start Date	End Date	Start Time	End Time	Meeting Days	Room	Faculty First Name	Faculty Last Name	Printed Comments
44821	WAT-31002-1	Wastewater Trmt Plant Op I, II	Jan 6, 2025	Mar 31, 2025	5:30 PM 5:30 PM 5:30 PM	8:30 PM 8:30 PM 8:30 PM	M M, W M, W	E*E102	James	Pridgen	This course examines the operations, maintenance, laboratory, rules, record keeping, etc. of Biological Wastewater Operations. Coursework covers activated sludge, effects of untreated wastewater on the environment, troubleshooting, process control, NCDENR-DWQ rules, and requirements for the wastewater field. Students will be required to bring some materials.
44792	WLD-310622-1	Introduction to Welding	Jan 27, 2025	Apr 14, 2025	6:00 PM	10:00 PM	M	L*L100		Staff-Occ Ext, CE	48-hour course uses the shielded metal arc welding process. For safety purposes, steel-toed shoes (leather boots preferred);no cuffed pants or shirts; no open-pocket shirts; no polyester;long-sleeved cotton shirts and denim jeans preferred;no jewelry. \$2 accident insurance fee required.