

Free.
Please take one!

COURSE SCHEDULE SPRING 2025

- Continuing Education Courses
- Academic Programs

Grow Your Technology Skills with Digital Bridge p. 11

Learn About Artificial Intelligence (AI) p. 17

Become a Licensed Barber p. 26

Get Trained in Emergency Medicine pp. 34-35









BASIC LAW ENFORCEMENT TRAINING p. 37

Boat Manufacture & Service p. 48



BEAUFORT
COUNTY COMMUNITY COLLEGE

TABLE OF CONTENTS

Registration & Payment	2	Cooking	25
General Information	3	Small Engine Repair	26
Campus Map	3	Notary	26
Registration Form	4	Barber	26
Scholarships & Financial Assistance	5	Substitute Teaching	27
 ed2go Languages	6	 ed2go Teacher Professional Development	27
CCP Workforce Pathways for HS Students	6	Defensive Driving	27
Spanish	7	Motorcycle Safety	28
English Language Acquisition	7	 ed2go Medical & Veterinary	29
High School Equivalency (GED)	8	Veterinary	29
Integrated Education & Training	9	Healthcare	30
Human Resources Development (HRD)	10	Emergency Medicine	34
Income Maintenance Worker	10	EMS Specialty Courses	35
Beaufort Digital Bridge	11	Fire Training	36
Digital Literacy	11	Firearms	37
Heating & Air	12	Law Enforcement	37
Customized Training/Apprenticeships	13	Auto Business	38
Work-Based Learning	13	 ed2go Business & Soft Skills	39
Forklift	13	Small Business Center	39
Transportation/CDL	14	Washington County	42
Instrument Repair	15	Washington County	43
Industrial Sewing	15	Hyde County	44
 ed2go Ed2Go Online Classes	16	Associate Degree Programs	46
 ed2go Information Technology & Computer Apps	16	BCCC Lester Library	46
 ed2go Photography	17	Career & College Promise	47
Artificial Intelligence	17	Medical Laboratory Technology	47
UAS Operations (Drones)	18	Mechanical Engineering Technology	48
Crafts	21	Information Technology	48
 ed2go Crafts	21	Boat Manufacture & Service	48
Performing Arts	23	Human Services Technology	49
Dance & Movement	23	Business Administration	49
Reading Groups	24	University Transfer	50
Music	24	Why Start at Beaufort CCC?	50

REGISTRATION & PAYMENT

IN PERSON	BY MAIL	BY PHONE	ONLINE
<p>You may register in person at the following location: BCCC Continuing Education, Building 8 5337 US 264 East Washington, NC 27889 Monday - Thursday 8:00am-5:30pm Friday 8:00am-1:00pm (Closed Fri. during summer hours)</p>	<p>The Registration Form can be found on page 4. Print or tear it out, insert payment and mail to the: BCCC Continuing Education 5337 US 264 E Washington, NC 27889</p>	<p>Call 252.940.6375 to register for classes and provide credit card information for payment. MasterCard, Discover and Visa are accepted.</p>	<p>You can now register and pay for some classes online. https://www.beaufortccc.edu/conedregistration</p>

Payment can be made with cash, check, money order & credit card. You must pay at the time of registration to complete your enrollment.

FOR QUESTIONS RELATED TO CONTINUING EDUCATION REGISTRATION AND RECORDS, PLEASE CALL 252-940-6375 OR EMAIL CONTINUINGEDUCATION@BEAUFORTCCC.EDU

Pre-Registration is Required

Registration is on a first-come, first-served basis. Submit your registration by phone, mail, online, or walk-in at least one week before the class starts. Late registration may result in a full or canceled class due to low enrollment. Registration instructions are on p. 2 or at <https://www.beaufortccc.edu/conedregistration/>.

Who May Register?

Anyone 16 or older may register for a Continuing Education course. Students under 16 can take Defensive Driving courses year-round but cannot register for other continuing education courses except personal enrichment courses in summer (May 16 - Aug 14).

Instructional Calendar

Stay informed on dates and plan your semester by viewing the instructional calendar, including holidays and closures, at <https://www.beaufortccc.edu/calendar>.

Fees, Books & Supplies

Registration fees do not cover textbooks, supplies, or lab fees. Fees are set by the NC General Assembly, based on course hours. Courses using technology or Blackboard will have a \$5 tech fee. The BCCC College Bookstore is open Mon-Thur. 9 am-4 pm, and Fri, 9 am-1 pm. Visit www.beaufortccc.edu/bookstore or call 252-940-6260.

Refunds

The NC Community Colleges System sets the refund policy. (1) A student withdrawing before the first class meeting gets a full refund. (2) A full refund applies if a class is canceled due to low enrollment. (3) After the class starts, a 75% refund is granted if the student withdraws before or at the 10% point of the class hours. (4) Self-supporting class registration fees are non-refundable once the class begins. More details are at <https://www.beaufortccc.edu/conedregistration>. Refunds take 30-45 days to process.

Transcripts

Students may request copies of their Continuing Education transcript via written or electronic request to the Continuing Education Registration and Records Office. Requests can also be faxed to (252) 940-6254. Transcripts are released to colleges, agencies, or employers with written authorization. Official transcripts cost \$2, and unofficial ones are free via the Self-Service portal. For High School Equivalency (GED or HiSET) transcripts, visit diplomasender.com or call 252-940-6209 for assistance.

Children on Campus

Children under 16 are not allowed in instructional areas unless authorized by a college administrator. The Summer Enrichment Program for Kids is an exception.

BCCC Online Services

BCCC provides Continuing Education students with Microsoft 365, offering access to Office apps, student email, and cloud storage. Students can install these apps on up to 5 devices. Blackboard access is also provided. Visit www.beaufortccc.edu and click the EMAIL or BLACKBOARD links for more info.

Company/Organization Payment Process (Sponsorship Billing)

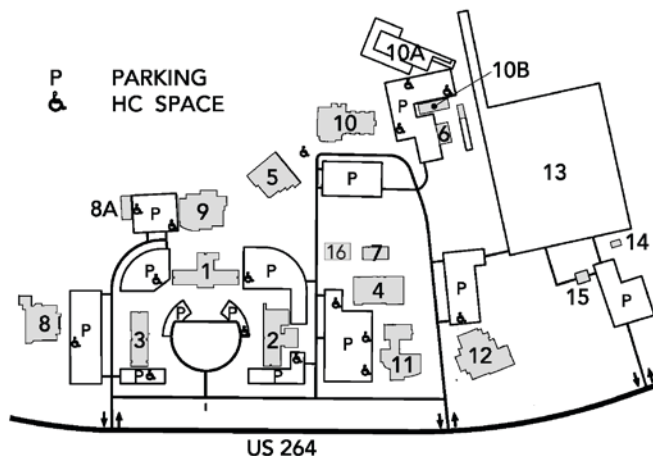
Companies/organizations can sponsor employees for BCCC Continuing Education classes without needing to send payment with their employees. Submit a signed company letterhead, including contact and billing details, listing the courses covered, via fax (252-940-6254), email, mail, or in person. For questions, contact the Continuing Education Registration & Records Clerk at continuingeducation@beaufortccc.edu or 252-940-6375.

Accessibility Services

BCCC ensures equal access to programs for individuals with disabilities. Contact the Accessibility Coordinator at (252) 940-6313 or visit www.beaufortccc.edu/student-life/accessibility-services for accommodations. 72-hour notice may be required for some requests.

CAMPUS MAP

BLDG NO.	BUILDING NAME
1	A . Graham Elliott Administration Building
2	Delmar Keech Business & Technology Building
3	Arts & Sciences
4	Advanced Manufacturing
5	Library, Early College High School, & Bookstore
6	College Operations
7	Skilled Trades
8	Continuing Education
8A	Agribusiness
9	Student Services
10	Conference Center & Early College High School
10A	B.L.E.T. Firing Range
10B	Law Enforcement Training
11	Cosmetology & Social Sciences
12	Katie Paul Nursing & Allied Health Building
13	Public Services Driving Pad
14	Fire Tower
15	Public Services
16	Boat Manufacturing Center





Any individual 16 years old or older may register for a Continuing Education course. Students under the age of 16 may take Defensive Driving courses at any time throughout the year. Students under the age of 16 are not allowed to register for other continuing education courses, with the exception of personal enrichment courses offered during the summer term (May 16-Aug 14).

Please Print

Legal Last Name: _____ **Legal First:** _____ **Middle:** _____

Street Address: _____ **City:** _____ **State:** _____ **Zip:** _____

County of Residence: _____ **Home Number:** _____

Work Number: _____ **Cell/Mobile Number:** _____ **Birth Date:** _____

Social Security Number: _____ - _____ - _____ (used for reporting purposes only)

Ethnicity: Are you Hispanic or Latino? Yes, Hispanic/Latino No, Non Hispanic/Latino

Hispanic/Latino: Mexican, Puerto Rican, Cuban, Central or South American or other Spanish origin or culture, regardless of race.

Sex: Female Male

Race: For individuals who are Non-Hispanic/Latino: Select one or more of the following race categories:

American Indian/Alaska Native Black or African American White Asian Hawaiian/Pacific Islander

Employment: R Retired UN Unemployed (not seeking) US Unemployed (seeking)

E1 Part-time, 1-10 hrs. E3 Part-time, 21-39 hrs.

E2 Part-time, 11-20 hrs. E4 Full-time, 40/more hrs.

Education Level: High School Graduate or Highest grade completed: _____
 AHS Diploma Associate Bachelors
 One-Year Vocational High School Equiv. Diploma Masters or Higher

Check All That Apply: HRD Student
 Elementary/Secondary School Employee
 Volunteer Fire, Volunteer Rescue _____ (agency)
 DOC/Division of Adult Corrections _____ (agency)
 Paid Law Enforcement, Paid Fire/EMS _____ (agency)
Provider Level: EMR EMT AEMT Paramedic

Email Address: _____

Student Signature: _____ **Date:** _____

Course Section #	Course Title	Date & Time	Fee

(This block for office use only)

By Phone In Person By Mail
 Registration Taken By: _____ Date _____
 Registration Entered By: _____ Date _____

Accessibility Services: BCCC is committed to diversity, inclusion and ensuring equal access in all campus programs, activities and events to qualified individuals with disabilities. To request a reasonable accommodation, contact the Coordinator of Accessibility Services at (252) 940-6313 in room 923 of Building 9. An advance notice of 72 hours may be required for some accommodations.

Family Educational Rights & Privacy Act (FERPA): The FERPA (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. For more information, please visit this link: <http://www.beaufortccc.edu/about/family-educational-rights-and-privacy-act>.

Refund Policy: A student who officially withdraws from class(es) prior to the first class meeting will be eligible for a 100 percent refund. Also, a student is eligible for a 100 percent refund if an applicable class is canceled due to insufficient enrollment.

After the respective class begins, a 75 percent refund shall be made upon the written request of the student if the student officially withdraws from the class prior to or on the 10 percent point of the scheduled hours of the class. Only class fees can be refunded in this circumstance. BCCC local fees are non-refundable. Registration fees for self-supporting classes are non-refundable once the class begins. Where a student, having paid the required registration fee for a semester, passes away during that semester (prior to or on the last day of examinations of the college the student was attending), all registration fees for that semester may be refunded to the estate of the deceased.



Which classes are free? If you see this logo next to classes, they qualify for scholarships that we will cover the registration fee. Textbooks and uniforms may not be covered. Please contact a Continuing Education Registration & Records Office at 252-940-6375 or continuingeducation@beaufortccc.edu for details. To complete an online application for financial assistance go to: www.beaufortccc.edu/cescholarships



Transportation Assistance

We offer a free vouchers through our Transportation Support program to make your journey smoother. Convenient shuttle services to and from the college through BATS (Beaufort Area Transit Services), Hyde Transit to the Hyde-Davis Center, or Riverlight Transit to the Washington County Center. They offer reliable and punctual routes to accommodate schedules for qualifying students. Contact us for vouchers. [Transportation Assistance Application](#)

Finish Line Grant

Complete your academic training in the face of unforeseen financial hardships. If you're facing financial emergencies through no fault of your own, funds from the Finish Line Grant can be used for: housing, medical needs, dependent care, rent, car repair, internet service, or other financial emergencies. Students enrolled in courses that fulfill 25% of an approved short-term workforce development training program and maintain Satisfactory Academic Progress might be eligible for a Finish Line Grant. Qualifying students may apply for up to \$1,000 per semester to help pay for financial emergencies. [Finish Line Grant Application](#)

SECU Bridge to Career Pilot Program Scholarship

The SECU Bridge to Career Pilot Program is available to any qualifying student enrolling in the courses leading to an industry recognized credential. To be eligible for this \$500 scholarship, apply directly with our Continuing Education Office. This scholarship will pay up front for registration fees and books and materials.



Golden LEAF Scholarship

The scholarship will provide up to \$250.00, and can be used for tuition, fees, books, supplies, transportation and childcare expenses related to attending classes during the academic year. Eligible students must demonstrate financial need and reside in rural counties that are tobacco-dependent and/or economically distressed.



NCWorks career center

Beaufort County – 252-940-0900
Hyde County – 252.621.6350

Tyrrell County – 252.621.6350
Washington County –252.621.6350

Next Gen Youth Program

If you're ready for a change or a fresh start, NextGen is ready for YOU! NextGen can help out-of-school youth ages 16-24 with educational opportunities, earning a high school equivalency, on-the-job training, work experience, and much more!

Adult/Dislocated Worker Program

If you are 18+ years of age, a US Citizen, and ready for a change or fresh start, the Adult/Dislocated Worker program is looking for you! Call your local NCWorks Career Center for more information. Begin a path to success today! Your future begins now!

Career & College Promise Workforce Pathways

Finish high school with an additional credential to immediately enter the workforce and command a higher income. The Career and College Promise (CCP) Workforce Pathways are designed for eligible high school juniors and seniors to earn industry-recognized credentials while still in high school for FREE! This innovative statewide program has helped high school students work toward college degrees, and now it is open to students who want to go into technical fields. Students will be responsible for purchasing textbooks and paying local course fees associated with the course. CCP Workforce Pathway courses do count for high school credit towards graduation requirements.

- Earn FREE industry-recognized credentials while completing a high school diploma.
- Remain a part of your high school student body and participate in athletics, clubs and activities along with your high school classmates.
- CCP classes will be presented on our campus or on-line.

Interested? Contact your high school counselor or our Director of Customized Training & Apprenticeships at 252-940-6311 or email sara.watson@beaufortccc.edu. Visit beaufortccc.edu/continuing-education/career-and-college-promise



These pathways are available at participating schools in our four-county service area:

- **Emergency Medical Technician (EMT)**
- **Heating, Ventilation & Air Conditioning (HVAC) Technician**
- **Commercial Driver’s License (CDL) Truck Driver**
- **Phlebotomy Technician**
- **Pharmacy Technician**
- **Nurse Aide**
- **Registered Barber**
- **Natural Haircare Specialist**
- **Firefighter**
- **Emergency Medical Responder**
- **Airplane Pilot**
- **Unmanned Aerial Vehicle Operator**

ed2go LANGUAGES

Certain Ed2Go classes categorized as “special topics” are currently offered with waived fees.

Speed Spanish (Ed2Go)

Learn six easy recipes to glue Spanish words together into sentences, and you’ll be engaging in conversational Spanish in no time.

[Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Spanish for Law Enforcement (Ed2Go)

Master the fundamentals of the Spanish language by practicing basic conversational skills and learning essential Spanish terminology for law enforcement situations.

[Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Instant Italian (Ed2Go)

This dynamic course will teach you how to express yourself comfortably in Italian. You’ll read, hear, and practice dialogues of everyday words which will teach you to communicate in a wide variety of settings. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Conversational Japanese (Ed2Go)

Whether you want to learn conversational Japanese for travel or just for fun, you’ll find this course makes it easy and enjoyable for beginners to master the essentials of the Japanese language.

[Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Discover Sign Language (Ed2Go)

Gain confidence in your ability to sign with the Deaf community. This course immerses you in silence to help you gain an understanding of the perspective of the hearing impaired and uses videos to demonstrate not only how to make signs, but how to communicate with facial expression.

[Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)


Beginning Conversational French (Ed2Go)

Prepare for your next trip to France by mastering the basics of conversational French. This course will provide you with proper pronunciation of French words that you’ll use in your travels as well as cultural tips including appropriate gestures and body language. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Spanish in the Classroom (Ed2Go)

Learn essential Spanish for Teachers so that you can bridge the communication gap with your Spanish-speaking students and parents! By the end of this course, you will be well on your way to becoming a Spanish speaker and effectively communicating with the Spanish-speakers all around you.

[Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

 Look for this logo for scholarship-eligible classes. These courses are free or you may qualify to have the fee for this class covered.

Introduction to Conversational Spanish

S Spend six evenings to improve your comfort with and desire to communicate with our Hispanic friends and neighbors. We will learn to discuss family, weather, food, and terms from the church calendar. Also, please bring subjects important to your life so we can all learn together. Speaking mostly in the present tense with some important verbs for past and future actions, Janet Suero Rodman will lead this gentle introduction to an important local language. Scholarships available. **Please call to register.**

6:00 pm - 7:30 pm Tues. Jan. 28 – Mar. 4 \$50 9 hrs. 50335 St. Peter's Episcopal Church

ENGLISH LANGUAGE ACQUISITION

English Language Acquisition (ESL)

S This ELA class instructs adults who are limited in English proficiency or whose primary language is not English. The program is designed to help adults improve their English reading, writing, listening, and speaking skills in order to further education or enhance employment opportunities. Classes range from beginning to advanced levels. Instruction to enhance transitioning to high school equivalency. ELA students are provided opportunities to dual-enroll in college, career, or job training opportunities. Orientation is required for enrollment.

La adquisición del idioma inglés (ELA) son clases en línea diseñadas para adultos que desean aprender las habilidades del idioma inglés necesarias para funcionar de manera efectiva en un ambiente de habla inglés. También asistiendo a las clases de ELA, los estudiantes que están buscando hacer ciudadanía en los Estados Unidos estarán preparados para tomar el examen de naturalización Es obligatorio asistir a la sesión de información sobre el proceso de inscripción.

ELA Class Locations:

BCCC Campus

Beginners/Principiantes:

6:00 pm - 9:00 pm Mon. & Wed./ lunes y miércoles Ongoing Free/Gratis B8 816

Advanced/Avanzado:

6:00 pm - 9:00 pm Mon. & Wed./ lunes y miércoles Ongoing Free/Gratis B8 827

Bilingual (Spanish/English) GED Class/Programa para la obtención del Diploma General de Educación o Diploma de Equivalencia de Educación Media Superior

S This bilingual class is designed for individuals who speak Spanish and are interested in taking the HSE/GED in Spanish. During class you will develop the academic skills to help you compete the GED in Spanish. Orientation is required prior to the first day of class.

Esta clase bilingüe está diseñada para aquellos individuos que hablan español y que están interesados en tomar la clase de HSE o GED en español. Durante esta clase se desarrollarán las destrezas académicas necesarias para poder ayudarle a completar su educación media superior en español. Las clases se llevarán a cabo de las 6:00 a las 9:00 pm los martes y jueves en el edificio 8 sala 827.

6:00 pm-9:00 pm Tues. & Thur./martes y jueves Ongoing Free/Gratis B8 827


English Language Acquisition (ESL) Orientation/ Orientación de Adquisición del Idioma Inglés (ESL)

By appointment, call 940-6325 to schedule. This is a requirement to enter ESL classes and HSE/GED for Spanish Speakers.

- S** 9:00 am-1:00 pm Jan. 11
- 9:00 am-1:00 pm Feb. 8
- 9:00 am-1:00 pm Mar. 8
- 9:00 am-1:00 pm Apr. 12
- 9:00 am-1:00 pm May 10



CAREER & COLLEGE READINESS: HIGH SCHOOL EQUIVALENCY (GED)

 Beaufort County Community College offers College and Career Readiness classes in Beaufort, Hyde, Washington and Tyrrell Counties. Programs focus on developing academic competencies as well as the fundamental skills necessary for tomorrow's jobs. Adults 18 years and older who lack basic skills can enroll in classes to:

- Acquire the reading, writing and mathematical skills needed to obtain or advance in a job
- Meet requirements for getting into vocational programs
- Study to pass the High School Equivalency test (HSE)
- Gain basic skills for entry level employment
- Learn the skills needed to become a productive member of society and a smarter consumer.
- Visit our website at www.beaufortccc.edu/ccr for more information!

The Path to Achieving Your High School Equivalency

Register & attend orientation.

Enroll & attend a HSE or ELA class.

Schedule your exam at ged.com or hiset.org

Choose a pathway: college, career or job training.

Scholarships are available for qualifying students to enroll in BCCC training programs.

Call 252-940-6325 to get started.



High School Equivalency (GED) Free Classes

 **HSE Class Locations:**
BCCC Campus

8:30 am - 12:30 pm	Mon.- Thur.	Free	B 8 816
8:30 am - 12:30 pm	Mon.- Thur.	Free	B 8 813
5:00 pm - 8:00 pm	Mon. & Wed.	Free	B 8 816
5:00 pm - 8:00 pm	Tues. & Thur.	Free	B 8 813


Hyde County Davis Center NEW

9:00 am- 1:00 pm	Tues. & Thur.	Free	HCDC
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Washington County Center NEW

5:30-pm-8:30 pm	Tues. & Thur.	Free	WCC
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BCCC Campus Orientation (BY APPOINTMENT: call 252-940-6325 to schedule)

 9:00 am - 12:00 pm	Mon, Tues., Wed.	Free	B 8 822
5:00 pm - 8:00 pm	Mon., Tues., Wed.	Free	B 8 822

 Look for this logo for scholarship-eligible classes. These courses are free or you may qualify to have the fee for this class covered.

High School Equivalency Exam Options

Pearson Vue GED

- Computer-based test
- Four subjects
 1. Language Arts
 2. Science
 3. Social Studies
 4. Mathematics

Create an account at <https://ged.com>

Pay a testing fee of \$20 per test (\$80 total)

Retake the test up to two times for free.

Scholarships to cover exam fees are available for qualifying students!

ETS HiSET

- Paper-based test
- Five subjects
 1. Reading
 2. Writing
 3. Science
 4. Social Studies
 5. Mathematics

Create an account at <https://hiset.org>

Pay a testing fee of \$15 per test (\$75 total)

Retake the test up to two times for free.

Scholarships to cover exam fees are available for qualifying students!

Sign up online to test with either Pearson Vue's GED Test or ETS HiSET Test. Payments with a prepaid debit or VISA are completed online by the student. Financial Assistance is available for eligible students. Print and save your receipt for your records. Report to Testing Center in BCCC Bldg 8, Room 821/823 15 minutes prior to testing admission. Provide a governmental form of identification. Provide Parent/Guardian notarized petition if between 16-18 years of age. Available at <https://tinyurl.com/notarizedpetition>


High School Equivalency Testing Dates

We offer the following dates for your exam. Please remember to visit <https://ged.com> or <https://hiset.org> to schedule your exam.

Pearson Vue GED	Jan. 21-22	Feb. 18-19	Mar. 18-19	Apr. 28-29	May 20-21	June 17-18
Pearson Vue Evening Testing 1:00-8:00 pm	Jan. 9	Feb. 6	Mar. 6	Apr. 10	May 8	June 12


DO YOU NEED YOUR HIGH SCHOOL EQUIVALENCY TRANSCRIPT? PLEASE VISIT [DIPLOMASENDER.COM](https://diplomasender.com) OR CONTACT OUR CHIEF HIGH SCHOOL EQUIVALENCY EXAMINER AT 252-940-6209.

FAST TRACK HSE Math NEW

 This program is designed for adults who need to improve Math skills to prepare for the high school equivalency test. All classes are designed to provide math instruction in the context of solving equations, inequalities, graphing, Polynomials, and concepts in statistics.

8:30 am – 12:00 pm Tues. & Thur. Jan. 7-May 8 49617 B 8 827


GED Online NEW

 For those who qualify.

6:00 - 9:00 pm Tues. & Thur. Jan. 14 - Apr. 29 49618 First 2 sessions B8 822 then online


INTEGRATED EDUCATION & TRAINING

IET Health Care Integrated Education & Training

 This program is designed for adults who are enrolled in College & Career Readiness and are interested in health care careers such as: Certified Nurse Aide, BLS CPR, Personal Care Aide. Students will work on vocabulary & math skills related to Health Care careers while earning the HSE.

5:00-8:00 pm Tues./Thur. Free B8 816

IET Skilled Trades Manufacturing Integrated Education & Training

 This program is specifically designed for adults who are currently enrolled in College and Career Readiness programs and have a keen interest in pursuing careers in skilled trades or manufacturing. It aims to equip participants with integrated vocabulary, essential career skills, and practical workplace knowledge, thereby preparing them not only for successfully obtaining their High School Equivalency (HSE) but also for thriving in the skilled trades and manufacturing sectors.

5:00 - 8:00 pm Mon. & Wed. Free B8 813



BCCC COVERS THE COST OF TRANSPORTATION VOUCHERS FOR GED TESTING AND TRANSPORTATION THROUGH BEAUFORT AREA TRANSIT SYSTEM (BATS). CALL 252-940-6370 FOR A VOUCHER AND 252-946-5778 FOR A RIDE.

HUMAN RESOURCES DEVELOPMENT (HRD)

Do you qualify for the HRD fee waiver?


A fee waiver is available if you meet one of our four criteria:

- Are unemployed or underemployed
- Have received notification of pending layoff
- Are working and are eligible for the federal earned income tax credit (EIC)
- Are working and earning wages at or below 200% of the federal poverty guidelines

HRD: ASSESSMENTS & B.E.L.L.

ACT WorkKeys Assessments & National Career Readiness Certification (NCRC)

Credential: National Career Readiness Certificate, ACT

 Testing is available to all individuals seeking to earn their National Career Readiness Certification (NCRC) or to complete one of the other ACT WorkKeys assessments listed below. It is strongly recommended that students attend the BCCC Employment Learning Lab to access an online practice assessment and the associated learning modules prior to sitting for the NCRC exam. Students should plan to arrive 15 minutes prior to the scheduled testing time, as no late arrivals will be allowed in the testing room per ACT Testing Guidelines. Please bring photo identification; cell phones and other personal items are not allowed in the testing room. Calculators, formula sheets, and scratch paper will be provided. A scholarship for Career Readiness Certificate (NCRC) testing sponsored by the Beaufort County Committee of 100 and the BCCC Foundation is available for qualifying students. Please contact the Continuing Education Scholarships & Sponsorships Specialist at 252-940-6295. If paying for your assessments with cash, please bring exact change. To reserve your testing slot, come to the BCCC Employment Learning Lab to fill out scholarship paperwork. Paperwork must be completed prior to reserving your testing time.

Assessment Pricing is as follows:

NCRC: \$42

Applied Math | Graphic Literacy | Workplace Documents: \$14 Applied Technology: \$15 Talent Assessment | Fit Assessment: \$16

Workplace Observation \$22 | Business Writing: \$25

Testing: May 15 – Aug 14 | Monday & Wednesdays 5:00 pm (ARRIVE NLT 4:45)

For access to an online practice assessment and learning modules for the NCRC, come to the BCCC Employment Learning Lab.

5:00 pm – 8:00 pm Mon & Wed Jan. 6 – May 15

Bronze: scores at least a level 3 in each of the three core areas and has the necessary foundational skills for 35 percent of the jobs in the WorkKeys database.

Silver: scores at least a level 4 in each of the three core areas and has the necessary foundational skills for 65 percent of the jobs in the WorkKeys database.

Gold: scores at least a level 5 in each of the three core areas and has the necessary foundational skills for 90 percent of the jobs in the WorkKeys database.

Platinum: scores at least a level 6 in each of the three core areas and has the necessary foundational skills for 99 percent of the jobs in the WorkKeys database.

BCCC Employment Learning Lab (B.E.L.L.)

This is a specialized lab is designed to assist individuals with NCRC prep and employability skills, including working with students on resumes, interview prep, and posting applications on our College Central Network site (CollegeCentral.com/beaufortccc). ACT Essential Skills curriculum is also available, covering topics such as Working in Teams, Interpersonal and Business Communication, Work Discipline, Customer Service, Problem Solving and Critical Thinking, and Financial Awareness. Students may register or join this class at any time, as it is an open enrollment lab. Fee Waivers are available for qualifying individuals.


3:30 pm – 4:30 pm Mon & Wed Jan. 6 – May 15 50160 B8 823

Request for WorkKeys CRC Test Scores

Have you tested, but misplaced your official score papers? Please visit www.myworkkeys.com directly to retrieve your personal test scores or call 1-800-967-5539.

College & Career Readiness Lab

CCR Lab is a resource for College & Career Readiness students to provide testing, tutoring, one-on-one on digital literacy skills, basic troubleshooting and resolving barriers in the classroom.

	9:00 am - 1:00 pm	Mon. -Thur.	Free	B8 816
	2:00 - 7:00 pm	Tues.	Free	B8 816

INCOME MAINTAINANCE WORKER


Income Maintenance Caseworker (NCFAS Phase I)

This 50-hour course is designed to cover a variety of skills associated with the Income Maintenance Caseworker role to determine service eligibility. Specific focus will include proficiency in the utilization of the NCFAS application. Other topics will include skills in communication, interviewing, time management, data gathering/compiling, and data analysis. This is Phase I of a two-phase program.

Prerequisite: Pathway to Income Maintenance Caseworker (Phase I)

HRD Fee Waiver

6:00 pm – 9:00 pm Tues & Thurs Feb. 4 – Apr. 1 \$180.00 50 hrs. 50185 B08 822

 Look for this logo for scholarship-eligible classes. These courses are free or you may qualify to have the fee for this class covered.



THE INTERNET CAN EMPOWER YOU! CROSS THE BRIDGE TO DIGITAL CONFIDENCE. THIS PROGRAM OFFERS FREE LAPTOP AND INTERNET HOTSPOT RENTALS! CALL 252-940-6325 TO GET STARTED.

The Beaufort Digital Bridge program at Beaufort CCC offers FREE tutoring on computers, smartphones, apps, social media, and so much more! No experience is necessary, and you are not required to be a Beaufort CCC student to receive services. Ages 16+ eligible. We have hired two additional full-time staff to make our services more accessible!

Digital Navigator Services - in-person 1:1 tutoring or groups of up to 3 people.

Digital Literacy Class - in-person instruction available Tuesdays and Thursdays from 1 - 2:30 pm on the BCCC campus in the Continuing Education Building 8.

We also provide both services by appt on-campus OR off-campus at churches, senior centers, community locations, etc. during the day OR evening.

Learn more at our webpage, www.beaufortccc.edu/digitalbridge.

Schedule your FREE appointment today by emailing BeaufortDigitalBridgeProject@live.beaufortccc.edu or by calling (252) 940-6325 and leaving a message!

Digital Navigator - Beverly Bower - beverly.bower@beaufortccc.edu.

Digital Literacy Instructor - Crystal Miller - crystal.miller@beaufortccc.edu.

DIGITAL LITERACY

Digital Literacy

Credential: Digital Literacy, Northstar

The College and Career Readiness Program offers digital literacy skills and training to improve digital inclusion in North Carolina. Digital literacy education will provide students with the functional digital literacy skills needed to seek, obtain and sustain employment. As a Northstar Digital Literacy provider, students will receive certificates and badges as they are prepared with the technical skills needed for post-secondary employment. Instruction will focus on: computer skills for basic operations and keyboarding, email and internet skills, Windows operating system, and technology-based job searches.

12:30 - 3:00 pm

Tues. & Thur.

Free


B8 816

Computer Basics for Seniors

Human Resource Development and WorkForce Initiative program offers digital literacy skills and training to improve digital inclusion in North Carolina. Digital literacy will provide students with the functional skills needed to seek, obtain and sustain employment. It will also provide skills if you are feeling left behind by technology. As a Northstar Digital Literacy provider, students will receive certificates and badges as they are prepared with the technical skills needed for post secondary employment or just to increase your knowledge in today's world with the ever changing technology. Instruction will focus on computer skills basic operation, keyboarding, email and internet skills, Windows operating system and technology based job searches. Scholarship Eligible

9:00 am – 11:00 am	Tues.	Jan. 14	\$70 (free w/ waiver)	2 hrs.	49544	Grace Martin Senior Center
9:00 am – 11:00 am	Tues.	Feb. 11	\$70 (free w/ waiver)	2 hrs.	49545	Grace Martin Senior Center
9:00 am – 11:00 am	Tues.	Mar. 11	\$70 (free w/ waiver)	2 hrs.	49546	Grace Martin Senior Center
9:00 am – 11:00 am	Tues.	Apr. 8	\$70 (free w/ waiver)	2 hrs.	49547	Grace Martin Senior Center
9:00 am – 11:00 am	Tues.	May 13	\$70 (fee w/ waiver)	2 hrs.	49548	Grace Martin Senior Center


HVAC: Heating, Ventilating, and Air Conditioning Level 1**Credential: Electrical Theory and Application for HVACR; ESCO Institute**

 This course presents the introductory knowledge and skills needed to maintain and troubleshoot complex heating, air conditioning, and refrigeration systems. The HVAC Level 1 curriculum focuses on Introduction to HVAC, Trade Mathematics, Basic Electricity, Introduction to Heating, Introduction to Cooling, Introduction to Air Distribution Systems, Basic Copper, and Plastic Piping Practices, Soldering and Brazing, and Basic Carbon Steel Piping Practices.

The textbook is Refrigeration and Air Conditioning Technology (9th) (ISBN: 9780357122273) and is available in the BCCC bookstore. Students will have the opportunity at class' end to sit for the ESCO Electrical Theory exam. Students who choose to test will pay \$25.00 separate from registration at the time of testing. The costs of tests are subject to change per ESCO Institute. Optional textbook (for the credential exam), Electrical Theory, and Application for HVACR (ESCO) available at the BCCC bookstore.

6:00 pm – 9:00 pm Mon. & Thur. Jan. 23 – May 15 \$186.25 96 hrs. 50132 B 8A


HVAC: Heating, Ventilating, and Air Conditioning Level 2**Credential: EPA Section 608, ESCO Institute**

 This course will continue building upon the skills learned while taking the HVAC Level 2 class. This course will focus on fasteners, hardware, and wiring terminations; troubleshooting control circuits and motors, cooling, heat pumps, gas heating, oil heating, and accessories; zoning, ductless, and variable refrigerant flow systems, commercial hydronic systems, steam systems, retail refrigeration systems, and customer relations.

The textbook is Refrigeration and Air Conditioning Technology (9th) (ISBN: 9780357122273) and is available in the BCCC bookstore. Students will have the opportunity at class' end to sit for the ESCO EPA Section 608 exam. Students who choose to test will pay \$25.00 separate from registration at the time of testing.

6:00 pm – 9:00 pm Mon. & Tues. Jan. 21 – May 13 \$186.25 96 hrs. 50133 B 8A


HVAC: Heating, Ventilating, and Air Conditioning Level 3**Credential: Heat Pumps: Operation, Installation, and Service; ESCO Institute**

 This course will continue building upon the skills learned while taking the HVAC Level 2 class. This course will focus on fasteners, hardware, and wiring terminations; troubleshooting control circuits and motors, cooling, heat pumps, gas heating, oil heating, and accessories; zoning, ductless, and variable refrigerant flow systems, commercial hydronic systems, steam systems, retail refrigeration systems, and customer relations.

The textbook is Refrigeration and Air Conditioning Technology (9th) (ISBN: 9780357122273) and is available in the BCCC bookstore. Optional textbook (for the credential exam), Heat Pumps: Operation, Installation, and Service (ESCO) available at the BCCC bookstore. Students will have the opportunity at class' end to sit for the ESCO Heat Pump exam. Students who choose to test will pay \$25.00 separate from registration at the time of testing.


6:00 pm – 9:00 pm Tues. & Thur. Jan. 21 – May 8 \$186.25 96 hrs. 50134 B 8A

Electrical Fundamentals**Credential: Electrical Theory and Application for HVACR; ESCO Institute**

 This course presents the introductory knowledge and skills needed to maintain and troubleshoot electrical systems. This course introduces electrical safety, circuits, theory, code, device boxes, hand bending, raceways, conductors, cables, drawings, services, and test equipment. The textbook is Electrical Wiring Residential (19th) (ISBN: 3781337116213) and is available in the BCCC bookstore. Students will have the opportunity to sit for the ESCO Electrical Theory exam at the end of class. Students who choose to test will pay \$25.00 separate from registration at the time of testing. The costs of tests are subject to change per ESCO Institute. Optional textbook (for the credential exam), Electrical Theory, and Application for HVACR (ESCO) available at the BCCC bookstore.


6:00 pm – 9:00 pm Tues. & Thur. Jan. 21 – May 8 \$186.25 96 hrs. 50135 B7 Shop

Apartment Maintenance Technician**Credential: Certified Apartment Maintenance Technician (CAMT); Apartment Institute for Maintenance Excellence (AIME)**

 The Apartment Maintenance Technicians (CAMT) course will help prepare you for your CAMT credential, providing the opportunity for you to improve your knowledge and skills while boosting your exposure and confidence in residential trades. The class will include a focus on maintenance and repair for electrical, plumbing, heating and ventilation, appliance, and interior and exterior systems. Students wanting to pursue the CAMT credential exam after completing the course would benefit from purchasing the CAMT One Book by the National Apartment Association Education Institute (NAAEI) available in the BCCC bookstore. Students pursuing this credential will need to complete one year of apartment or rental housing maintenance experience, CAMT training, and pass the CAMT exam. Students can find further information in the CAMT Skills Standards and Candidate Handbook.

6:00 pm – 9:00 pm Tues. & Thur. Jan. 21 – May 8 \$186.25 96 hrs. 50136 8A



 Look for this logo for scholarship-eligible classes. These courses are free or you may qualify to have the fee for this class covered.

Apprenticeships

Apprenticeship Beaufort County combines on-the-job training with related classroom instruction at Beaufort County Community College. This program lets you grow your own talent with an “earn and learn” model. Upon successful completion of the program the apprentices qualify for industry recognized “journey worker” credentials in a skilled trade and academic credentials from BCCC.

Youth Apprenticeships are geared toward 11th and 12th grade students, and it teaches basic technical and job-readiness skills that lead to a possible entry into a registered apprenticeship program with fee waived tuition at BCCC. This program involves classroom instruction and work site visits, job shadowing, or on-the-job training. If you are an 11th or 12th grader interested in learning more or a business interested in hosting youth apprentices, please call 252-940-6311 or visit www.beaufortccc.edu/apprenticeship.

NC Edge Customized Training

NC Community Colleges have been a part of supporting business and industry for over 55 years with customized training programs. We are the first in the nation to deliver specialized training for our industries and continue today building these strong relationships with our local companies and collaborative partnerships. We help companies maintain a competitive edge and sustain the most qualified, productive, and innovative workforce.

You may qualify if your business is:

- Making a capital investment, or
- Deploying new technology, or
- Creating new jobs, expanding your existing workforce, or enhancing productivity.

Enhance your company effectiveness with strategic training solutions in quality, productivity, leadership/management, safety, mechanic skills, and much more. It is at NO COST to the company and can be held at BCCC or the business location. Let us help your business with all types of training. To learn more please contact Sara Watson, Director of Customized Training and Apprenticeships, at 252-940-6311 or visit our website at www.beaufortccc.edu/ncedge for more details.



WORK-BASED LEARNING

Work-based learning offers invaluable benefits to BCCC students, bridging the gap between classroom education and practical application. Through our WBL program, students can acquire hands-on experience directly relevant to their chosen fields. This approach not only enhances understanding of theoretical concepts but also equips students with real-world skills, bolstering confidence and employability. By engaging in this dynamic learning model, community college students can:

- Graduate with both a certification and job experience
- Gain career-specific skills for your future job
- Develop a professional network within the industry of your program of study
- Potential to secure job offers and professional references
- Develop job search skills like resume building, interviewing techniques, and networking

Prerequisite Requirements:

Students must have successfully completed a 96+ contact hour continuing education class that leads to attaining an industry or state-recognized credential. Upon successful completion of the class, students may apply to enter a WBL class in the same program of study.

How to Enroll:

Contact our Continuing Education WBL Coordinator, Mr. Casey Langley, at (252) 940-6307 or email casey.langley@beaufortccc.edu. There are no application deadlines. WBL is an open-entry program and can be entered at any time.

General Information:

Required hours are 100+ contact hours and are set by the WBL Coordinator, employer, and student. This is a pass/fail course based on your completion of the necessary documentation and work hours. Visit our website for more information: www.beaufortccc.edu/wbl

Job Placement Requirement:

Students are responsible for securing a job placement that relates to their program of study before the start of the course. If the student needs assistance, they must promptly make that request to their instructor or the WBL Coordinator.

FORKLIFT

Forklift Training


Credential: Forklift Wallet Card, National Safety Council

This class is based on the National Safety Council’s (NSC) Forklift Training Program. Students will learn an overview of forklift operation, inspection, determining lift limitations, and safe use of the forklift truck. They will understand the center of gravity’s effects on lift limitations and proper lifting. Students will demonstrate proper use by completing an obstacle course along with an inspection. They will be required to purchase a textbook which comes with a certificate and wallet card from NSC for \$6. Textbooks will be handed out in the class and will not be sold in the BCCC Bookstore. [Register & pay online.](#)

8:00 am - 5:00 pm	Sat.	Feb. 8	\$82.25	8 hrs.	50130	B11 15
8:00 am - 5:00 pm	Sat.	May 10	\$82.25	8 hrs.	50131	B11 15

Entry Level Driver Training (ELDT) Program CDL Class-A, Hazmat, EVO, and Forklift (Hybrid Program)

Credential: Commercial Driver's License Class-A, NC DMV

 The Entry Level Driver Training (ELDT) Truck Driver Training program will train students to drive a Class - A combination vehicle and prepare students for their pre-trip inspection, of road skills test and the road-driving test, which are all components of the NCDMV Commercial Driver License (CDL) exam. Funding assistance may be available. Scholarship eligible. Students will also complete the 8-hour NC Escort Vehicle Operator class and the National Safety Council 8-hour Lift Truck (forklift) training.

This program is an online hybrid program, which involves weekly required online assignments apart from weekly on-campus driving on the weekends. This course will include an emphasis on log truck driving with the potential to pursue post-course employment with a local logging company. This program is made possible through partnerships with Golden Lead Foundation, NCDOT, Weyerhaeuser, Alligood's Garage, and locally owned insurance groups. Books are available in the BCCC bookstore (book prices are subject to change by the publisher).

Prerequisites: a Valid Class-C driver's License, Valid NCDMV Class-A permit, valid DOT medical card, a negative DOT drug screen (within 30 days).

8:00 am-6:00 pm	Sat. & Sun.	Jan. 26 – May 31	\$247.25	384 hrs.	50118	B 11/15 Online, on-demand the rest of the week
8:00 am-6:00 pm	Sat. & Sun.	Apr. 6 – Aug. 16	\$247.25	384 hrs.	50119	B 11/15 Online, on-demand the rest of the week

Entry-Level Driver Training (ELDT) Hazmat


Credential: CDL HAZMAT Endorsement; NC DMV

Hazardous materials (H) endorsement applicants must complete the Hazardous materials curriculum, which apply to driver-trainees who intend to operate CMVs used in the transportation of hazardous materials (HM) as defined in § 383.5. Driver-trainees seeking an H endorsement, as defined in § 383.93(c)(4), must complete this curriculum to take the State-administered knowledge test for the H endorsement. The textbook is J.J. Keller's Hazmat Endorsement: Entry-Level Driver Training (Student Manual) (ISBN: 978-1-68008-937-0) and is available in the BCCC bookstore.

Online	Apr. 13 – May 10	\$75	24 hrs.	50120	Online
Online	June 22 – July 19	\$75	24 hrs.	50121	Online

Entry Level Driver Training (ELDT) Program CDL Class-B and Class-A Upgrade for Industry

Credential: Commercial Driver's License Class-A, NC DMV

 This course focuses on students working toward obtaining a Class-B CDL or upgrading from a Class-B to Class-A CDL who are employed in industry and need to complete ELDT for the NCDMV Commercial Driver License (CDL) exam. Funding assistance may be available. Scholarship eligible.

This program is an online hybrid program, which involves weekly required online assignments apart from weekly on-campus driving in a scheduled range and over-the-road lab. This program is made possible through partnerships with Golden Leaf Foundation, NCDOT, Weyerhaeuser, Alligood's Garage, and locally owned insurance groups. Books are available in the BCCC bookstore (book prices are subject to change by the publisher).

Registration prerequisites: a Valid Class-C driver's License, Valid NCDMV any State Commercial Class-B or Commercial Class-A permit, a valid DOT medical card, and a negative DOT drug screen (within 30 days). Students must provide proof of enrollment in a random drug testing program with their employer per 49 CFR Part 40. Prior experience operating a Commercial Motor Vehicle (CMV) is required.

The first 8 weeks (about 2 months) of this class will be online and not require campus attendance.

Student lab requirements include:

Class A CDL- Requires a 40 hr. on-campus training behind the wheel (5 days)


Class B CDL- Requires 32hr. on-campus training behind the wheel (3 days)

Class B CDL with a passenger – Requires a 32hr. on-campus training behind the wheel (3 days)

All CDL testing requires a 3hr in-person test on campus (you will have 3 attempts)

8:00 am-5:00 pm	Mon. - Fri. (Scheduled)	Dec. 1 – Feb. 10	\$186.25	104 hrs.	50122	B7 Online, on-demand rest of week
8:00 am-5:00 pm	Mon. - Fri. (Scheduled)	Jan. 12 – Mar. 10	\$186.25	104 hrs.	50123	B7 Online, on-demand rest of week
8:00 am-5:00 pm	Mon. - Fri. (Scheduled)	Feb. 23 – Apr. 22	\$186.25	104 hrs.	50124	B7 Online, on-demand rest of week
8:00 am-5:00 pm	Mon. - Fri. (Scheduled)	Apr. 6 – June 9	\$186.25	104 hrs.	50125	B7 Online, on-demand rest of week
8:00 am-5:00 pm	Mon. - Fri. (Scheduled)	May 18 – July 22	\$186.25	104 hrs.	50126	B7 Online, on-demand rest of week
8:00 am-5:00 pm	Mon. - Fri. (Scheduled)	Sept. 7 – Nov. 3	\$186.25	104 hrs.	50127	B7 Online, on-demand rest of week
8:00 am-5:00 pm	Mon. - Fri. (Scheduled)	Oct. 19 – Dec. 8	\$186.25	104 hrs.	50128	B7 Online, on-demand rest of week



 Look for this logo for scholarship-eligible classes. These courses are free or you may qualify to have the fee for this class covered.

There are a limited number of student sponsorships that will cover registration for these courses. Contact Dr. Justin Rose at justin.rose@beaufortccc.edu for sponsor questions.

Clarinet Repair Training Level 1 & 2

S **Credential: Clarinet Repair, The Institute for Arts Entrepreneurship**
 This course presents the introductory through to intermediate knowledge and skills needed to maintain Clarinets to industry standards. In this course students will learn how to perform a clean, oil, adjust service and an economy overhaul on Bb and bass clarinets. The course covers: disassembly and reassembly, replace tenon corks and key corks, replace and level pads, key cleaning and polishing, keywork adjustments, replacing springs, tools and materials suppliers, fill tone hole chips and reface tone holes, crack repair and pinning, repair faded logos, best business practices and more.
 This course is available online and includes an online video library plus live masterclasses, one on one lessons and work-along time as a group with a master repair technician, there will be video assignments submitted throughout the course content.
 Level one and two will take nine months to complete and you will receive a certificate upon course completion.

Online	Online.	Jan. 27 – Oct 21	\$5,000	120hrs.	50156	Online
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Saxophone Repair Training Level 1 & 2

S **Credential: Saxophone Repair, The Institute for Arts Entrepreneurship**
 This course presents the introductory through to intermediate knowledge and skills needed to maintain Saxophones to industry standards. In this course students will learn how to perform a clean, oil, adjust service and an economy overhaul on alto and tenor saxophones. The course covers: disassembly and reassembly, cleaning body and keys, replace a neck cork and key materials, replacing pads, make and adjust key connections, straighten bent keys and align posts, correct lost motion, tools and materials suppliers, leveling tone holes, basic soldering, replacing springs, key fitting, fitting a neck tenon with basic tools, best business practices and more.
 This course is available online and includes an online video library plus live masterclasses, one on one lessons and work-along time as a group with a master repair technician, there will be video assignments submitted throughout the course content.
 Level one and two will take nine months to complete and you will receive a certificate upon course completion.

Online	Online.	Jan. 27 – Oct 21	\$5,000	78 hrs.	50157	Online
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Flute Level Repair Training 1 & 2

S **Credential: Flute Repair, The Institute for Arts Entrepreneurship**
 This course presents the introductory through to intermediate knowledge and skills needed to maintain Flutes to industry standards. In this course students will learn how to perform a clean, oil, adjust service and an economy overhaul on student level closed and open-hole flutes and piccolos. The course covers: disassembly and reassembly, clean flute body, Keys, and pads, replace a head cork, replacing pads, shimming, replacing key materials, make and adjust key connections, straighten bent keys and align posts, correct lost motion, replacing springs, unpin and repin keys, grommet fitting, minor dent repair, best business practices and more.
 This course is available online and includes an online video library plus live masterclasses, one on one lessons and work-along time as a group with a master repair technician, there will be video assignments submitted throughout the course content.
 Level one and two will take nine months to complete and you will receive a certificate upon course completion.

Online	Online.	Jan. 27 – Oct 21	\$5,000	86 hrs.	50158	Online
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INDUSTRIAL SEWING



Industrial Sewing and Upholstery Academy

S This 102-hour academy curriculum has been designed in partnership with **Diamond N-D Rough Upholstery** (221 West Main Street, Washington, NC 27889) to teach the skills necessary to find gainful employment in industrial sewing or furniture repair and upholstery. Students will learn how to operate an industrial sewing machine, how to deconstruct and upholster furniture, where to find resources to start your own business, and local companies seeking employees with the skills learned from the academy. Students will be given a list of materials that they will be responsible for obtaining upon entering the class. Level I is a prerequisite for enrollment in Level II.

Level 1						
5:00 pm – 8:00 pm	Mon. & Wed.	Jan. 6 – May 14	\$181.25	120 hrs.	50162	Diamond N-D Rough, Wash
Level 2						
5:00 pm – 8:00 pm	Mon. & Wed.	Jan. 6 – May 14	\$181.25	120 hrs.	50163	Diamond N-D Rough, Wash.
Level 3- Marine Upholstery						
5:00 pm – 8:00 pm	Mon. & Wed.	Jan. 6 – May 14	\$181.25	120 hrs.	50167	Diamond N-D Rough, Wash.

Our instructor-facilitated online courses are informative, fun, convenient, and highly interactive. Our instructors are famous for their ability to create warm and supportive communities of learners. **Certain Ed2Go classes categorized as “special topics” are currently offered with waived fees.**

We have over 300 courses to choose from! All courses run for six weeks, are project-oriented, and include lessons, quizzes, hands-on assignments, discussion areas, supplementary links, and more. You can complete the course entirely from your home or office. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/) to see a full list of classes and prices, and get started today!

How to Get Started:

1. Visit our Online Instruction Center: www.ed2go.com/beaufortccc
2. Click the Courses link at the top of the page. Find a class that you want to take through our online course catalog. Once you have decided on a class, click “Add to Cart” and select the session beginning date. You can select more than one class at different sessions. Once you have chosen all the classes, click on “Check Out.” Complete the requested information to create your student profile and call 252-940-6375 to provide payment information to verify your enrollment with our Registration and Records Office. Call 252-940-6375 to provide payment information and verify your enrollment with our Registration and Records Office. If you have questions, you can email continuingeducation@beaufortccc.edu.
3. When your course starts, return to our Online Instruction Center & click the Classroom link. Log in with your email & the password you selected during enrollment.

 **INFORMATION TECHNOLOGY & COMPUTER APPS**

Introduction to Networking (Ed2Go)

This course explains computer networking basics using concepts common to everyday, non-computing experience. It emphasizes networking fundamentals, explaining the software & hardware that makes networking possible. On completion, you will be capable of performing networking tasks such as DSL connectivity configuring connections to an Internet Service Provider & creating a private network. Be ready to begin training for CCNA Certification or employment in a computer-networking career. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Introduction to PC Security (Ed2Go)

Learn what you can do to protect your precious personal and business data from the outside world. This course will quickly bring you up to speed on the fundamentals of PC & network security. You will understand & explore the vulnerability of operating systems, software, & networks. Develop an understanding of the exploits hackers use to access your computer without your knowledge. Learn a safe way to handle files & data across the Internet through a virtual private network. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Introduction to Microsoft Project 2019/Office 365

Discover how to effectively plan and implement projects using the world’s most popular project management software. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Introduction to Microsoft Excel 2019/Office 365 (Ed2Go)

If you work with data of any kind, knowing how to create a spreadsheet is key to effectively managing and organizing information. This course will introduce you to Microsoft Excel 2019 and teach you how to use this powerful software. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Introduction to Microsoft Word 2019/Office 365 (Ed2Go)

Learn the foundational skills needed to utilize Microsoft Word 2019 in Office 365. This course will teach you how to create professional-looking letters, reports, and documents. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Microsoft Excel – Pivot Tables (Ed2Go)

Master all the features of Excel pivot tables, including little-known options and settings, layouts, calculated fields, multi-level subtotals, Pivot Charts, Timelines, and Slicers. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Introduction to QuickBooks Online (Ed2Go)

Learn to use QuickBooks Online to record income and expenses; enter checks and credit card payments; track your payables, inventory, and receivables; and much more. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Intermediate Quickbooks Online (Ed2Go)

Learn to manage the financial aspects of your business using hte cloud-based QuickBooks Online software. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Intermediate Microsoft Word 2019 (Ed2Go)

Use Microsoft Word 2019 more efficiently by mastering its more advanced features. This hands-on course will teach you how to create an index, build a list of figures, design a table of contents, perform a mail merge, and use timesaving shortcuts to develop professional documents. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Intermediate Microsoft Excel 2019 (Ed2Go)

If you use Microsoft Excel, this intermediate course will bring your Excel skills to the next level. You will learn how to use a number of powerful features in the 2019 version of Excel. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

How to Get Started in Game Development (Ed2Go)

Prepare to start developing your own games. This course provides the fundamentals of game development, tools and techniques for better game design decisions, and ways to position your games for success. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Introduction to Artificial Intelligence (Ed2Go)

Gain a foundational knowledge of the science behind creating computer systems that can perform tasks typically requiring human intelligence in this introductory artificial intelligence (AI) course. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Machine Learning (Ed2Go)

The course provides foundational machine learning knowledge that enables you to learn the most popular algorithms used and the different types of machine learning, including supervised, unsupervised, and reinforcement learning. This course also explores the programming languages used to develop machine learning. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Mastering Digital Photography: Photographing People (Ed2Go)

Become a skilled photographer when it comes to taking beautiful pictures of adults, children, or babies. This course will help you discover the best way to shoot faces, fix common close-up problems, and use digital photo editing techniques to retouch your photos. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Photographing Nature with Your Digital Camera (Ed2Go)

Learn how to use your digital camera to take stunning nature photos, including landscapes, flowers, animals, and even macro shots. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Photoshop Elements for the Digital Photographer (Ed2Go)

Learn how to use the tools and features of Adobe Photoshop Elements for editing and fixing your digital photos and images. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Secrets of Better Photography (Ed2Go)

Learn how to take better pictures by understanding your camera and how to use it in a variety of situations. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Introduction to Lightroom Classic CC (Ed2Go)

Save time as you enhance and manage your digital photos. This course will show you how to effectively edit and organize photos using Lightroom Classic CC with hands-on, easy-to-follow exercises that will help you perfect your digital photo collections. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)



ARTIFICIAL INTELLIGENCE

Students will attend these classes via Microsoft Teams. A link will be provided prior to class.

Generative AI for Educators

Unlock the future of education with our immersive three-hour workshop, "Generative AI for Educators." Dive deep into the transformative power of generative AI, exploring cutting-edge tools and techniques tailored for the classroom. Whether you're a tech novice or a digital savant, this hands-on session promises to empower you with the skills to innovate and inspire. Elevate your teaching, engage your students like never before, and be at the forefront of educational technology. [Register & pay online.](#)

9:00am – 12:00pm	Friday	Jan. 24	\$75	3 hrs.	50178	MS Teams
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Generative AI and Ethics for Students

Discover generative AI and explore its ethical implications in this comprehensive session. We'll dive into real-world applications, examine pressing ethical challenges, and engage in thought-provoking discussions about AI's future. This session is perfect for students interested in the intersection of cutting-edge technology and ethics. Learn how to responsibly use Gen AI while also learning how to get the most out of some of the most popular tools like ChatGPT and Microsoft Copilot. [Register & pay online.](#)

9:00am – 12:00pm	Friday	Feb. 7	\$75	3 hrs.	50179	MS Teams
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Enhancing Workplace Safety and Security using Generative AI

Discover the cutting-edge intersection of AI technology and workplace safety in our transformative three-hour workshop. Explore how generative AI can predict hazards, enhance security protocols, and create a safer environment for your team through practical examples and hands-on activities. This session is tailored for business leaders, safety managers, and tech enthusiasts eager to revolutionize their workplace safety strategies. Gain actionable insights to implement AI-driven safety solutions and position yourself at the forefront of innovation in your industry. [Register & pay online.](#)

9:00am – 12:00pm	Friday	Mar. 7	\$75	3 hrs.	50180	MS Teams
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Contracts and Estimations using Generative AI (non-legal)

Explore how cutting-edge AI technology can streamline your contract processes and enhance the accuracy of your estimations, driving efficiency and innovation in your organization. Through a blend of real-world examples, interactive discussions, and hands-on exercises, you'll gain practical insights into applying AI to solve common business challenges. This workshop is designed for forward-thinking professionals, including project managers and contract specialists, who are eager to harness the potential of AI for business growth. Join us to acquire the knowledge and tools needed to lead the implementation of AI-powered solutions in your field, positioning yourself at the forefront of business innovation. [Register & pay online.](#)

9:00am – 12:00pm	Friday	Apr. 4	\$75	3 hrs.	50182	MS Teams
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Risk Analysis and Standard Operating Procedures (SOP) using Generative AI (non-legal)

Over three hours, you'll explore how AI is transforming the landscape of risk assessment and SOP development, offering unprecedented accuracy and insights. Engage with expert-led demonstrations that showcase AI's ability to identify complex risk patterns and craft robust SOPs tailored to your industry's unique challenges. Through collaborative exercises and analysis of real-world scenarios, you'll gain practical skills to implement AI-driven solutions in your organization, potentially saving time, resources, and mitigating unforeseen risks. [Register & pay online.](#)

9:00am – 12:00pm	Friday	May 2	\$75	3 hrs.	50183	MS Teams
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UAS OPERATIONS (DRONES)

For the most up-to-date information about our UAS classes, visit our website at www.beaufortccc.edu/uas

Beaufort County High School Aviation Academy



All high school students 16+ in Beaufort County are eligible (Public, Private, and Homeschool) Join BCCC in partnership with Beaufort County Schools CTE, IBX STEM Center & Dillon's Aviation for two exciting aviation training pathways designed to inspire students to pursue careers as professional pilots or drone operators. Students can select a 14-week Private Pilot Course and/or a 12-week UAV Operator course each semester. Each pathway will prepare students for FAA Pilot Certification and provide training opportunities online and in-person. A self-study online ground school component will be accompanied by hands-on training and instruction. Sessions on Saturday during the semester at the IBX STEM Center (at Washington-Warren Airport). Thanks to an FAA Workforce Development Grant there is no cost for participation.



Reach out to Ben Poulin (ben.poulin@beaufortccc.edu) with questions or to apply.

Private Pilot

9:00 am - 2:00 pm	Sat.	Jan. 11 – Apr. 12	\$0	120 hrs.	50202	OCW
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UAV Operator

9:00 am - 2:00 pm	Sat.	Jan. 11 – Mar. 29	\$0	101 hrs.	50203	OCW
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Commercial UAS Certificate Preparation

Credential: Remote Pilot Certificate (Part 107), Federal Aviation Administration

This course will prepare students to take the FAA Part 107 exam required of all commercial UAV (drone) operators. Topics covered include FAA regulations, airspace classifications, operating requirements, flight restrictions, aviation weather sources, effects of weather on performance, weight and balance, emergency procedures, crew resource management, radio communications, physiological factors, aeronautical decision-making and judgment, and maintenance and preflight inspection procedures. Instructors will guide students through registering to take their FAA Part 107 Exam. The FAA examination costs \$175 (subject to change) and is not included in the registration fee. Recommended Workbook: 2024 Remote Pilot Prep - ASA [Register & pay online.](#)

6:00 pm - 9:00 pm	Tues - Thurs	Feb. 18 – Mar. 5	\$75	24 hrs.	50205	OCW
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Online Commercial UAS Certificate Preparation

Credential: Remote Pilot Certificate (Part 107), Federal Aviation Administration

The online version of this course will cover the same material as the in-person meeting described above but will do so in a largely self-paced format. Each week students will review presentations and videos, complete activities, and take practice quizzes. Additionally, each week there will be a 1-hour live video group session with your instructor that will serve as a guided study session and provide time for review and questions. Students are expected to attend one of four video sessions that will meet in the morning and evening. As with the in-person session the instructor will prepare students to take the FAA Part 107 exam required of all commercial UAV (drone) operators and will guide students through registering to take their FAA Part 107 Exam. The FAA examination costs \$175 (subject to change) and is not included in the registration fee. Recommended Workbook: 2024 Remote Pilot Prep - ASA. [Register & pay online.](#)

Online	Online	Jan. 6 – Jan. 31	\$75	24 hrs.	49637	Online
Online	Online	Feb. 3 – Feb. 28	\$75	24 hrs.	49639	Online
Online	Online	Mar. 3 – Mar. 28	\$75	24 hrs.	50206	Online
Online	Online	Apr. 7 – May 2	\$75	24 hrs.	50207	Online

Online Commercial UAS Certificate Preparation (First Responders Only)

Credential: Remote Pilot Certificate (Part 107), Federal Aviation Administration

The description and requirements are the same as the Online Commercial UAS Certificate preparation course above. Costs for all active First Responders in North Carolina are 100% waived. Students should contact BCCC Continuing Education at (252) 940-6375 or email Ben Poulin at ben.poulin@beaufortccc.edu to register. Online registration is not available.

Online	Online	Jan. 6 – Jan. 31	\$70	24 hrs.	49638	Online
Online	Online	Feb. 3 – Feb. 28	\$70	24 hrs.	49641	Online
Online	Online	Mar. 3 – Mar. 28	\$70	24 hrs.	50208	Online
Online	Online	Apr. 7 – May 2	\$70	24 hrs.	50209	Online



Look for this logo for scholarship-eligible classes. These courses are free or you may qualify to have the fee for this class covered.

Beyond 107 – Level 1 & Level 2: Advanced UAS Operations**Credential: Trusted Operator Level 1 & Trusted Operator Level 2, Association for Unmanned Vehicle Systems International**

This course is designed for FAA Part 107 Certified Pilots and revisits and expands on several concepts introduced on the exam. Topics covered include routine operations in accordance with Part 107 that do not require a waiver, flights using aircraft less than 5.5 pounds, regulatory knowledge and compliance, general mission planning protocols, maintenance and inspection programs, and introductions to safety management systems. Additional topics include operations that require FAA waivers and approvals, UAS operations under FAA Part 119.1 (including crop dusting), and those with elevated risk factors such as flying at night, and those necessitating visual observers or an Air Boss. A focus on Crew Resource Management (CRM) includes developing procedures related to standard operations (SOPs), emergency procedures, maintenance, flight records, pilot proficiency, and reporting. Upon successful completion of coursework, students will sit for end-of-course knowledge exams and a flight assessment and, if successful, become certified as Level 1 & Level 2 Trusted Operators through AUVSI. Students who elect the certification option will pay an additional estimated \$100 charge to AUVSI at the time of testing. [Register & pay online.](#)

Prerequisite: Valid FAA Part 107 Remote Pilot Certificate

8:00am - 5:00pm	Tues / Wed / Thurs	Mar. 25, 26 & 27	\$76.25	24 hrs.	50211	OCW
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Beyond 107 – Level 3: Hazardous UAS Operations**Credential: Trusted Operator Level 3, Association for Unmanned Vehicle Systems International**

Expanding on Beyond 107 – Level 3, this course focuses on operations in safety-critical and complex areas that require higher levels of risk mitigation. Examples include industrial and chemical facilities, and infrastructure such as wind turbines, powerlines, communication towers, rail, and pipelines. Operations include those from moving vehicles, in confined areas, close to severe weather, and in remote, harsh, hostile, or testing environments. Upon successful completion of coursework, students will sit for an end-of-course knowledge exam and flight assessment. If successful, students will become certified as Level 3 Trusted Operators through AUVSI. Students who elect the certification option will pay an additional \$100 estimated charge to AUVSI at the time of testing. [Register & pay online.](#)

Prerequisites: Valid FAA Part 107 Remote Pilot Certificate AND AUVSI Level 2 Trusted Operator.

9:00am - 5:00pm	Tues / Wed / Thurs	Apr. 15,16,17	\$76.25	24 hrs.	50212	OCW
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UAS Pilot Training – Flight Simulation NEW! -

Students will master some of the basics of UAV flight operations and maneuvering in a controlled (and warm) environment. Through practical flight assessments students will progress through a wide range of activities intended to teach control and precision in flight, inspections, public safety operations, and obstacle courses. This course is recommended for students who are both new to the world of UAS or those who are looking to hone their skills. [Register & pay online.](#)

6:00pm – 9:00pm	Tues & Thurs	Jan. 28 – Feb. 13	\$75	18 hrs.	50218	OCW
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UAS Pilot Training – The Basics**Credential: The Recreational Unmanned Safety Test (TRUST), Federal Aviation Administration**

Students will receive hands-on training and will learn the fundamentals of flight, navigation, safety protocols, and flying techniques. Students will be expected to progress through a series of basic maneuvers that will lead to proficiency in routine flight operations. Students will also be guided through obtaining the FAA TRUST certificate required for all recreational remote pilots. Neither previous piloting experience nor a Part 107 license is required for this course. The dates and times of meetings may change due to weather conditions. [Register & pay online.](#)

11:00am - 3:00pm	Sat.	Feb. 1 – Feb. 22	\$76.25	16 hrs.	50216	B8/826
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UAS Pilot Training – First Person View (FPV)**Credential: The Recreational Unmanned Safety Test (TRUST), Federal Aviation Administration**

Students will be introduced to the exciting world of First-Person Video (FPV) UAS technology with guidance from experienced instructors. FPV drones use onboard cameras that send a live video feed to goggles worn by the pilot. Through demonstrations and practical flight assessments students will learn about equipment, technique, safety procedures, and regulations. Students will also be guided through obtaining the FAA TRUST certificate required for all recreational remote pilots. Neither previous piloting experience nor a Part 107 license is required for this course. No prior FPV experience is required. [Register & pay online.](#)

11:00am – 3:00pm	Sat.	Mar. 8 – Mar. 29	\$76.25	16 hrs.	50217	B8/826
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Aerial Photography & Videography**Credential: The Recreational Unmanned Safety Test (TRUST), Federal Aviation Administration**

Students will be introduced to the best practices of aerial photography and videography and can expect to progress through a series of media-focused maneuvers. As part of the class students will plan a media project and gather the requisite stock photos or footage. Using their images or video students will create a product using editing software. Students will also be guided through obtaining the FAA TRUST certificate required for all recreational remote pilots. Neither previous piloting experience nor a Part 107 license is required for this course. [Register & pay online.](#)

9:00 am - 4:00 pm	Saturday	Mar. 1 – Mar. 22	\$76.25	24 hrs.	50227	OCW
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Photo & Video Editing & Production

This class is not specific to UAV operations and introduces students to the basics of creating photo and video content, editing, and postproduction with photography and videography. Students will learn the specifics of camera operation, planning shots, recording video and sound and producing deliverables. Students are not expected to have any prior experience. Equipment, including computers, and software will be available for use. [Register & pay online.](#)

9:00 am - 4:00 pm	Saturday	Apr. 5 – Apr. 26	\$75	24 hrs.	50214	OCW
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UAS OPERATIONS (DRONES)

Capturing Aerial Imagery for Inspections & Mapping

In this hands-on course students will learn the fundamentals of aerial imagery as it relates to inspections and mapping. Equipment preparation, inspection and care, regulations and safety guidelines, mission planning and flight preparations, photography techniques, manual and autonomous data acquisition, mapping software and tools, and analysis of aerial data will all be covered. This course will help to prepare students to leverage aerial imagery for inspection and mapping tasks effectively for application in a variety of commercial industries. [Register & pay online.](#)

9:00 am - 4:00 pm	Tues. & Wed.	Mar. 11-12	\$76.25	12 hrs.	50215	B8/0826
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Processing Aerial Imagery with Pix4Dmatic

Credential: Pix4DMatic Certification


Students will explore mapping using UAVs and Pix4Dmatic software. Topics covered in this course include equipment & software selection, capturing imagery, creating digital maps and 3D models, establishing control points, linear and volumetric measurements, project development and management, and producing deliverables. Students will be able to use provided datasets or their own aerial image sets. This class is taught by Pix4D Certified trainers. Online courses will cover the same material. Upon successful completion of coursework, students will sit for optional end-of-course knowledge exams and, if successful, earn their Pix4Dmatic and/or Pix4Dmapper Certifications. Students who elect the certification option will pay an additional \$130 estimated cost per exam directly to Pix4D prior to testing. [Register & pay online.](#)



Online	Online	Feb. 10 – Mar. 7	\$75	24 hrs.	50220	Online
5:00 pm - 9:00 pm	Tues & Thurs	Mar. 11 – Mar. 27	\$75	24 hrs.	50219	OCW
Online	Online	Apr. 14 – May 8	\$75	24 hrs.	50222	Online

UAV Fabrication & Flight

Credential: The Recreational Unmanned Safety Test (TRUST), Federal Aviation Administration

 This course is designed to introduce students to the scientific principles associated with the building and testing phases of small unmanned aerial vehicles (UAV). Upon completion of this course, students will be familiarized with the parts and components that make up UAVs well as have the ability to troubleshoot repairs. Following schematics students will connect all electrical components while developing an understanding of how everything works together to produce aerial vehicles. Students complete the FAA TRUST Certificate and will learn how to register their UAV online through the Federal Aviation Administration (FAA) Drone Zone. Students will utilize computer-based simulators to develop rudimentary flight skills before flying the machine for testing and flight skills training. The college will provide UAVs build kits for use while in class. If students would like to supply their own parts, they are welcome to do so. This course ends with an overview of the current FAA aviation maintenance rules and regulations required for safe and efficient operations. Scholarships are available. [Register & pay online.](#)

5:00pm - 9:00pm	Tues & Thurs	Apr. 1 – May 13	\$131.25	52 hrs.	50223	OCW
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OUTDOORS

Beekeeping

Honey! That's the sweet benefit of beekeeping. Also, bees are vital for the pollination of our food crops, whether in the fields or in our gardens. We'll address the biology of bees, colony structure and organization, beekeeping equipment, hive health, pest control, hive site selection, honey processing, beekeeping resources, and more. Along the way, you'll see how satisfying it is to keep a hive of bees. Thanks to the [Beaufort County Beekeepers Association](#) for teaching this course on our campus. Participation prepares one for the North Carolina State Beekeepers Association Certification written exam. Registration fee includes a year of membership in both local and state Beekeeping Associations. [Register & pay online.](#)


9:00 am - 4:00 pm	Sat.	Feb. 15 – Mar. 1	\$60	18 hrs.	50345	B8 Auditorium
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Pamlico Rose Institute Health Corps

PRIHC offers two classes to the general public that support their mission of sustainable, environmentally sound horticultural practices. BCCC is proud to host these online classes that are free to the public.


[Pamlico Rose Institute](#) also offers activities to support women Veterans at their Gurkin Pole Barn and MakerSpace located at 219 E. 3rd Street, Washington, NC. During the year they provide workshops in Pottery, Stained Glass, Yoga, and other skills. To learn more, visit their Facebook page or Instagram. Scholarships are available for women veterans.

Gardening to Wellness

 Online exploration of how gardening can improve wellness and healthy living. This class helps build strength and sustainability for individuals, families, and communities who want to keep our planet healthy. Students complete the lessons at their own pace. Free class sponsored by PRIHC. **Please call to register.**

Online	Online	Jan. 2 – May 1	Free	25 hrs.	50337	Online
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Sustainable Agriculture

 How can small scale farmers, market gardeners, and those who want to supplement income with agricultural products do so in a planet-friendly, sustainable way? This online exploration of ecologically aware techniques will provide the answers and help make the goal of good production possible. Free class sponsored by PRIHC. **Please call to register.**

Online	Online	Jan. 2 – May 1	Free	25 hrs.	50338	Online
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Arranging Flowers

Discover the pleasure of making flower arrangements to grace your home and those of friends and family. In four sessions we will make bud vases, mixed bouquets, silk arrangements, learn to tie bows, and address topiaries. Jessica Long-Mills, proprietor of the Flower Spot, is also eager to teach your special needs. Your talent is waiting to blossom! [Register & pay online.](#)

6:00 pm - 8:30 pm	Mon.	Feb. 17 – Mar. 10	\$110	10 hrs.	50339	The Flower Spot
1:30 pm – 4:00 pm	Mon.	Mar. 24 – Apr. 14	\$110	10 hrs.	50340	The Flower Spot

Crochet Amigurumi

If you know the basics of crocheting, such as chain, single, double, and ½ double, then this class is for you. Cindy Marks is ready to share her skills in making amigurumi. That is another way of saying plushies! We'll create whimsical charming animals and other Springtime themed charmers using crochet hooks. Just bring your own hook. After that, bring your own yarn to create a wonderful menagerie of delightful creatures. [Register & pay online.](#)

2:00 pm- 4:30 pm	Tues.	Mar. 4 – Apr. 8	\$60	15 hrs.	50346	B8 829
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Sewing for Home Decoration

Debra Hartley is accomplished at sewing and upholstery. Her goal is to help students acquire the basic skills to create charming home decorations. We have all the supplies and fabric for our first evening's project, a pillowcase. Then you will bring your own fabric to make a charming throw pillow. Along the way, you will learn to top stitch, French seam finish, install a zipper, and a Velcro closure. With the samples and guides you create in this class, you will be on your way to sewing pillows and curtains. [Register & pay online.](#)

6:00 pm - 8:30 pm	Tues.	Jan. 21 – Feb. 25	\$70	15 hrs.	50347	B8 829
6:00 pm - 8:30 pm	Tues.	Mar. 11 – Apr. 15	\$70	15 hrs.	50348	B8 829

Waterfowl Taxidermy

We are proud and pleased to offer this opportunity to learn foundational taxidermy skills. Over the course of four sessions, students will prepare a standing mount of a duck which they bring to class. The duck should be frozen whole, and we will begin our mount on the second night of class. The first class will be orientation to tools, techniques, licensing, and materials. The next class we will begin skinning, fleshing, washing/drying, mounting, and finishing our projects. The class will meet for two Monday evening sessions and two Saturday workshops so the all work can be completed. Students will proudly display this mount for years to come. We will furnish all tools and supplies needed for this class. [Register & pay online.](#)

6:00 pm – 10:00 pm	Mon.	Feb. 3 & 10	\$250	24 hrs.	50455	B15 1517
9:00 am – 3:00 pm	Sat.	Feb. 15 & 22				



POTTERY

We hold our pottery classes at [Mud in Motion](#), 601 John Small Avenue, Washington, NC 27889. It is a spacious new studio, and everyone is enjoying learning there. These classes accommodate all skill levels, from beginner to advanced. All the classes will provide many opportunities to learn hand building pottery, coiled construction techniques, and wheel thrown pottery. The kiln is ready to fire your pots after colorful glazes are applied. All materials are included. [Register & pay online.](#)



All Level Pottery Classes:

9:00 am – 12:00 pm	Mon.	Jan. 6 – Feb. 3	\$110	12 hrs.	50396	Mud in Motion
1:00 pm – 4:00 pm	Mon.	Jan. 6 – Feb. 3	\$110	12 hrs.	50397	Mud in Motion
6:00 pm – 9:00 pm	Mon.	Jan. 6 – Feb. 3	\$110	12 hrs.	50398	Mud in Motion
1:00 pm – 4:00 pm	Tues.	Jan. 7 – Feb. 4	\$110	12 hrs.	50399	Mud in Motion
4:30 pm – 7:30 pm	Wed.	Jan. 8 – Feb. 5	\$110	12 hrs.	50400	Mud in Motion
9:00 am – 12:00 pm	Mon.	Feb. 17 – Mar. 10	\$110	12 hrs.	50401	Mud in Motion
1:00 pm – 4:00 pm	Mon.	Feb. 17 – Mar. 10	\$110	12 hrs.	50402	Mud in Motion
6:00 pm – 9:00 pm	Mon.	Feb. 17 – Mar. 10	\$110	12 hrs.	50403	Mud in Motion
1:00 pm – 4:00 pm	Tues.	Feb. 18 – Mar. 11	\$110	12 hrs.	50404	Mud in Motion
4:30 pm – 7:30 pm	Wed.	Feb. 19 – Mar. 12	\$110	12 hrs.	50405	Mud in Motion
9:00 am – 12:00 pm	Mon.	Mar. 24 – Apr. 14	\$110	12 hrs.	50406	Mud in Motion
1:00 pm – 4:00 pm	Mon.	Mar. 24 – Apr. 14	\$110	12 hrs.	50407	Mud in Motion
6:00 pm – 9:00 pm	Mon.	Mar. 24 – Apr. 14	\$110	12 hrs.	50408	Mud in Motion
1:00 pm – 4:00 pm	Tues.	Mar. 25 – Apr. 15	\$110	12 hrs.	50409	Mud in Motion
4:30 pm – 7:30 pm	Wed.	Mar. 26 – Apr. 16	\$110	12 hrs.	50410	Mud in Motion
9:00 am – 12:00 pm	Mon.	Apr. 28 – May 19	\$110	12 hrs.	50411	Mud in Motion
1:00 pm – 4:00 pm	Mon.	Apr. 28 – May 19	\$110	12 hrs.	50412	Mud in Motion
6:00 pm – 9:00 pm	Mon.	Apr. 28 – May 19	\$110	12 hrs.	50413	Mud in Motion
1:00 pm – 4:00 pm	Tues.	Apr. 29 – May 20	\$110	12 hrs.	50414	Mud in Motion
4:30 pm – 7:30 pm	Wed.	Apr. 30 – May 21	\$110	12 hrs.	50415	Mud in Motion

Advanced Level Pottery Classes:

9:00 am – 12:00 pm	Tues.	Jan. 7 – Feb. 4	\$110	12 hrs.	50392	Mud in Motion
9:00 am – 12:00 pm	Tues.	Feb. 18 – Mar. 11	\$110	12 hrs.	50393	Mud in Motion
9:00 am – 12:00 pm	Tues.	Mar. 25 – Apr. 15	\$110	12 hrs.	50394	Mud in Motion
9:00 am – 12:00 pm	Tues.	Apr. 29 – May 20	\$110	12 hrs.	50395	Mud in Motion

There is something new in our Pottery Studio. In these workshops, students of all levels can make several items that follow a particular theme. Each session lasts three weeks, and participants will have fun working together to make charming decorations.

Hanging Planters

9:00 am – 12:00 pm	Wed.	Jan. 8 – Jan. 29	\$85	9 hrs.	50387	Mud in Motion
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Fairy Houses

9:00 am – 12:00 pm	Wed.	Feb. 19 – Mar. 5	\$85	9 hrs.	50388	Mud in Motion
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Venetian Masks

9:00 am – 12:00 pm	Wed.	Mar. 26 – Apr. 9	\$85	9 hrs.	50389	Mud in Motion
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Lighthouse Bird Feeders

9:00 am – 12:00 pm	Wed.	Apr. 30 – May 14	\$85	9 hr.	50390	Mud in Motion
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ed2go CRAFTS

Introduction to Interior Design (Ed2Go)

Explore a career in interior design as you learn how to transform any room into a beautiful and functional space.
[Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Drawing for the Absolute Beginner (Ed2Go)

Gain a solid foundation in the basics of drawing to become the artist you've always wanted to be. This course will help you become familiar with paper type, drawing styles, techniques, and basic principles of perspective, layout and design.
[Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Writing for Children (Ed2Go)

Create stories that touch the hearts of children with the help of a published children's author. This course provides you with an essential overview of planning, researching, writing, and marketing children's books that engage audiences and sell to publishers.
[Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Introduction to Digital Scrapbooking (Ed2Go)

Learn how to make the most of your scrapbooking talents and artistic ideas when you combine digital and traditional scrapbooking techniques.
[Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

PERFORMING ARTS

Beaufort Performing Arts Collective Intro to Performing and Visual Arts

BCCC and [BPAC](#) continue to explore theater arts such as acting, stage management, musical theater and film making. We invite everyone who has an interest in community theater to join us. Our Spring '25 acting and production class will include two productions. On Feb. 9 we will perform "Letters of Love." It is our annual ode to St. Valentine. Then on June 7 and 8, our Spring Showcase features two short plays. They are "Victoria at Eighteen," and "At The Hawk's Well." This performance will incorporate plays with independent film, music, and dancing! On-stage or behind-stage, there is something for anyone who likes theater, and we hope you'll join us. [Register & pay online.](#)



6:00 pm – 8:00 pm Tues. Jan. 7 – June 3 \$20 40 hrs. 50416 B8 801

Working with Pastels

[Dan Curry](#) is a graduate of the Pennsylvania Academy of the Fine Arts. He has many years of experience as a working artist and an art teacher. We're glad he found Eastern NC! In our first workshop we will focus on using pastels to create still life drawings. We will work inside during the cold months to build rendering skills. Dan will lead students to finding spontaneity and precision in their work. We will furnish all tools and supplies needed for this class. [Register & pay online.](#)

1:00 pm – 4:00 pm Tues. Jan. 14 – Feb. 18 \$135 18 hrs. 50459 B8 829

Plein Air Painting

[Dan Curry](#) returns to our studio to share the pleasure of plein air painting. In this series we will work in pastels and other media. We will begin inside, and always work outside on nice days. Learn good skills and techniques for plein air painting, and find the loose energy that makes working outside so joyful. A supply list for this class is available. [Register & pay online.](#)

1:00 pm – 4:00 pm Tues. Mar. 11 – Apr. 11 \$120 15 hrs. 50460 B8 829

African Jazz Dance Technique

Thank you Niambi Keyes for returning to Beaufort County and bringing all of your experience and artistic expertise with you! Please join Niambi to learn traditional dance styles and jazz movement techniques. This workshop is appropriate for beginners and practiced dancers. It can even be enjoyed from a chair. Learn a new dance vocabulary, move to African Jazz music, and enjoy an inspiring and energetic morning. Wear loose comfortable clothing, dance attire, or gym attire. Thanks Beaufort County Arts Council for hosting this workshop at the Turnage Theater. [Register & pay online.](#)

9:00 pm – 12:00 pm Sat. Mar. 15 \$50 3 hrs. 50461 Turnage Theater

Shakespearean Acting Workshop

Join Lisa Rathbun, an experienced Shakespearean actor, as she helps youth, educators, theater practitioners, directors, and Shakespeare enthusiasts explore how to bring works of the Bard to life. She will demonstrate techniques for interpreting Shakespearean text in the classroom, in rehearsal, and on the stage. Participants will take to the stage and act, and move, and find their character just as though they are in the Globe! [Register & pay online.](#)

9:00 am – 12:00 pm Sat. Apr. 12 \$50 3 hrs. 50462 B8 Auditorium



DANCE

Line Dancing Beginner

Welcome back Line Dancing! It sure is nice to have our dancing classes back on campus. Everyone who joins has time to enjoy the gentle and moderate exercise. Line Dancing improves memory while you learn the various dances (we'll go through 20 different styles.) And you'll enjoy getting ready for weddings and holiday parties. Please join us for 6 weeks of entertaining line dancing. And don't forget; it's just plain fun! [Register & pay online.](#)

9:30 am - 11:00 am	Mon.	Jan. 13 – Feb. 24	\$35	9 hrs.	50352	B5 Grill
6:00 pm - 7:30 pm	Mon.	Jan. 13 – Feb. 24	\$35	9 hrs.	50353	B5 Grill

Line Dancing Intermediate

We continue our line dancing exercises with new dances and slightly more complex arrangements. Build upon all the steps that we learned in our first sessions to give students more dances and more fun. [Register & pay online.](#)

9:30 am - 11:00 am	Mon.	Mar. 10 – Apr. 14	\$35	9 hrs.	50354	B5 Grill
6:00 pm - 7:30 pm	Mon.	Mar. 10 – Apr. 14	\$35	9 hrs.	50357	B5 Grill
9:30 am - 11:00 am	Mon.	Apr. 28 – June 9	\$35	9 hrs.	50358	B5 Grill
6:00 pm - 7:30 pm	Mon.	Apr. 28 – June 9	\$35	9 hrs.	50359	B5 Grill

Carolina Shag Dancing Beginner

The Shag is the favorite couples dance in the Carolinas. Come and learn this traditional social activity and enjoy the fellowship in our dancing classroom. It will not take long for couples to master the basic steps and at least six fun moves. Dance etiquette will be part of the instruction. After this class couples will be ready to confidently join-in at many social events. [Register & pay online.](#)

6:00 pm - 7:30 pm	Tues.	Jan. 14 – Feb. 25	\$50	9 hrs.	50360	B5 Grill
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Carolina Shag Dancing Intermediate

After mastering the basics in our Carolina Shag class please return to add more steps to your repertoire. More shagging equals more fun. We'll continue to build confidence with the basics and add new moves. Chris Winstead will lead the class, and you will lead everyone to the dance floor at the next party. [Register & pay online.](#)

6:00 pm - 7:30 pm	Tues.	Mar. 11 – Apr. 15	\$50	9 hrs.	50361	B5 Grill
6:00 pm - 7:30 pm	Tues.	Apr. 29 – June 10	\$50	9 hrs.	50363	B5 Grill

READING GROUPS

The Great American Novel

Read and discuss the greatest fiction written by Americans over the last 250 years. Your guide will be Dr. Dave Loope, President of Beaufort County Community College. We will learn how fiction can help explain the diverse cultures and equally diverse perspectives that characterize what it means to be American. Selections for Spring Semester 2025 are, in order; The Scarlet Letter by Nathaniel Hawthorne; The Age of Innocence by Edith Wharton; Native Son by Richard Wright; and Trust by Hernan Diaz. [Register & pay online.](#)

6:00 pm - 8:00 pm	Thur.	Feb. 6, Mar. 6, Apr. 3, May 1	\$20	8 hrs.	50341	B10 Boardroom
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Comics that can Change Your World

Comic books are not just for children, and this class will prove it! Join Chris Adams as he explores the depth and virtues of 6 significant comic books published over the last 50 years. All-Star Superman, Watchmen, Judas, Kingdom Come, Icon, and Superman: Space Age promise incredible artistry and compelling stories that will inspire your spirits and challenge your intellect. Whether you're an avid collector or you have never read a single comic book, this class is for everybody looking for a new way to find meaning in the world. [Register & pay online.](#)

6:00 pm - 8:00 pm	Tues.	Jan. 28, Feb. 25, Mar. 25, Apr. 29, May 20	\$20	10 hrs.	50342	B1 104
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MUSIC

Piano 2

In Piano 2 we will build on the skills acquired in our Learn to Play Piano class. Six more sessions to learn about reading music and playing music on our keyboards. Those who completed our introductory class are encouraged to join Scott Bradshaw for this class. [Register & pay online.](#)

6:00 pm - 8:00 pm	Tues.	Jan. 14 – Feb. 18	\$115	12 hrs.	50349	B8 828
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Cooking involves all the senses. That's what makes our cooking classes so much fun. Students cook beside our chefs, and they experience the wonderful sensory experience of making delicious food. Recipes can be replicated at home remembering the aromas, textures, sights, sounds, and tastes from the BCCC kitchen. Please join us for an evening of professional instruction and fine dining.

To help us include as many cooks as possible, please let us know if you can't attend. Groceries are expensive! Students who withdraw less than 48 hours before class will not be refunded. Thanks for understanding.

Cake Decorating

Rachel Lewis wants to teach you how to decorate cakes and cupcakes in a variety of ways. Learn how to make buttercream icing, level a cake, tort it, fill it, and decorate it. There will be a variety of piping techniques covered in this class, including how to create borders, balloons, and flowers, including the Wilton rose. This is the place to start, whether you want to make a birthday cake for your family or earn a living as a Cake Artist. We are so pleased to have this class back on our schedule. There are two sessions this semester. [Register & pay online.](#)

6:00 pm - 8:30 pm	Mon.	Feb. 3 – Mar. 10	\$70	15 hrs.	50343	B8 830
6:00 pm - 8:30 pm	Mon.	Mar. 24 – May 5	\$70	15 hrs.	50344	B8 830

Pressure Canning for Meat

We are hearing more about this technique for preserving meat, and many hunters have requested this class. Also, canned meat provides a reliably safe source of protein during a power loss. Thanks to CatieJo Black, who knows the process well. We will pressure can chicken and pork in this class. Students will learn the skills to can a great variety of meats at home. [Register & pay online.](#)

6:00 pm - 9:00 pm	Thur.	Jan. 23	\$65	3 hrs.	50437	B8 830
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Chocolate Luxury

Anita Price is our Queen of Chocolate. Here's a way to prepare wonderful Valentine treats, or bring your sweetheart and y'all can learn these desserts together. Rich Chocolate Mousse, Flourless Chocolate Tart with Dark Chocolate Sauce, Truffles, Tay's Little Chocolate Tarts. [Register & pay online.](#)

6:00pm - 9:00pm	Tues.	Feb. 4	\$55	3hrs.	50438	B8-830
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More & More Homemade Tortillas

It is an honor to have Senora Lucinda Domenquez of [Angi's Mexican Kitchen](#) join us for this class. She's bringing her kids, Angelee and Sergio with her. They will teach us how to make tortillas in true Sinaloa style. Then we will use the tortillas to make quesotacos, tinga quesadillas and colache. They will cook a big pot of beans so we can make frijoles refritos. For dessert we will have flan. [Register & pay online.](#)

6:00 pm - 9:00 pm	Tues.	Feb. 18	\$55	3 hrs.	50452	B8 830
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Paella with Chef Paul

Paella can be a great casual dinner party with friends. It just brings folks together! Add a salad, and you are good to go. We will have several kinds of paella pans, and we will make several different paella recipes. Whichever you prefer, Chef Paul will assuredly make them all delicious. Anita will make Spanish Almond Cake for our dessert. [Register & pay online.](#)

6:00 pm - 9:00 pm	Thur.	Feb. 27	\$65	3 hrs.	50450	B8 830
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Cajun Roux and Shrimp Etouffee

Our friend, Trent Parrish, hails from south Louisiana, and he can cook! Trent and his uncle are going to show us how they make a real Cajun roux. Then we will make big batches of Shrimp Etouffee to enjoy with rice and crusty French bread. Our favorite little key lime tarts for dessert. [Register & pay online.](#)

6:00 pm - 9:00 pm	Tues.	Mar. 11	\$65	3 hrs.	50451	B8 830
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Spring Lamb with Chef Jamie

Based on his success with our fall seafood class, we asked Chef Jamie to showcase lamb as our spring project. So, he is planning a menu with lamb, some kind of delicious sauce, and fresh spring vegetable sides. We can't say exactly what the menu will be, but trust that it will be delicious. And beautiful! Students will have wonderful new techniques to use at home. In the spirit of things, Anita is keeping her spring dessert a secret too. [Register & pay online.](#)

6:00 pm - 9:00 pm	Mon.	Apr. 7	\$70	3 hrs.	49053	B8 830
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Making Pickles, Preserves, and Jam

Strawberries are coming out of the field, and CatieJo Black of [BGF Produce](#) in Belhaven is bringing us plenty. We will use them to make strawberry jam using the hot water bath canning method. This method is the way to keep high acid foods shelf stable for wonderful treats later on. Learn safe canning methods and receive recipes and resources for making pickles, preserves, and jams this summer. Your family and friends will appreciate the jam you make and take tonight! [Register & pay online.](#)

6:00 pm - 9:00 pm	Tues.	May 6	\$55	3 hrs.	50454	B8 830
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Baltimore Pit Beef

In Baltimore bars, they argue over the merits of the establishment's pit beef sandwiches. Pit beef isn't barbecue because it's not smoked. Rather, it's a top round of beef cooked over hot charcoal coals. The meat is sliced thin, piled high on a kaiser roll, and traditionally served with sliced onions and tiger sauce. Man, I'm hungry, and Baltimore is a long way. Thank you Jon Faulkner, friend of BCCC's Firefighting Program, for bringing your grill to our campus for this class. We will cook and we will eat. And then we will eat some more! [Register & pay online.](#)

6:00 pm - 9:00 pm	Thur.	May 22	\$65	3 hrs.	50445	B8 830
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SMALL ENGINE REPAIR

Lawnmower and Small Engine Repair

Here is an opportunity to become your own repair person and to fix your own stuff. In this class, students will learn the skills needed to diagnose, repair, and maintain both 2-cycle and 4-cycle engines. These include weed eaters, tillers, chain saws, leaf blowers, and lawn mowers. We use a combination of classroom instruction and hands-on experience. Students are encouraged to bring their own equipment to our shop for tune-up and repair. Register & pay online.

6:00 pm - 8:30 pm	Mon.	Feb. 10- Mar. 17	\$85	50351	15 hrs.	B7 101
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NOTARY

Notary Public Education

Credential: E-Notary Public, NC State Notary Public Section

This 7-hour course is required for persons wanting to apply for commissioning as a Notary Public for the State of North Carolina. Various topics related to the duties of a notary public will be covered. Individuals should review the Notary qualifications list on the Secretary of State's web site located at: <https://www.sosnc.gov/notary/> prior to registering for class. Per NC Secretary of State Guidelines, students will have to pass an exam to complete the class requirements. Students will be required to show a state issued photo ID and their social security card on the first night of class. This is a requirement from the Secretary of State's office. A textbook, Notary Public Guidebook, is available in the BCCC Bookstore. Books will not be sold in class and should be purchased prior to class.


8:15 am - 4:15 pm	Sat.	Jan. 11	\$75	7 hrs.	49539	B8 829
8:15 am - 4:15 pm	Sat.	Feb. 15	\$75	7 hrs.	50181	B8 829
8:15 am - 4:15 pm	Sat.	Mar. 29	\$75	7 hrs.	49541	B8 829
8:15 am - 4:15 pm	Sat.	May 3	\$75	7 hrs.	50184	B8 829



BARBER

Barber Academy

Credential: Registered Barber License, North Carolina Board of Barber Examiners

 This academy is designed to train and prepare students for the profession of barbering. Students will learn the information needed to pass the state licensure exams as well as the most contemporary techniques to ensure your success in school and employment on the job. They will learn skills, safety judgments, proper work habits, business skills, and desirable attitudes necessary to obtain licensure and for competency in job entry-level positions in Barbering or a related career field.

The course materials include the Milady Standard Barbering 6th Edition textbook (ISBN: 9781305100558), Workbook (ISBN: 9781305100664), Exam Review (ISBN: 9781305100671), and a class kit available in the BCCC bookstore (prices are subject to change). Students will also need to purchase black closed-toed shoes, black scrubs, and obtain a photo ID from BCCC campus police prior to class. Scholarship Eligible

Prerequisite: HRD: Barber Orientation CRC: Bronze Level Required

Full Time Level 1

8:00 am - 5:00 pm	Tues - Fri	Feb. 25 - June 27	229.25	688 hrs.	50171	238 West Main St.
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Full Time Level 2

8:00 am - 5:00 pm	Tues - Fri	Feb. 25 - June 27	199.25	688 hrs.	50172	238 West Main St.
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Part Time Level 1

5:00 am - 9:00 pm	Mon - Thur.	Dec. 2 - July 9	229.25	688 hrs.	48735	238 West Main St.
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Part Time Level 2

5:00 am - 9:00 pm	Mon - Thur.	Dec. 2 - July 9	199.25	688 hrs.	48736	238 West Main St.
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VISIT OUR COSMETOLOGY SALON (WWW.BEAUFORTCCC.EDU/SALON) OR BARBERSHOP (WWW.BEAUFORTCCC.EDU/BARBER) FOR AFFORDABLE SERVICES. OPEN TO THE PUBLIC.

Substitute Teacher Training

This 24-hour course prepares individuals to substitute teach in the local school system. This course provides information on learning expectations, time management, monitoring student interaction, classroom management, and many other topics related to being a substitute. The textbook, Substitute Teacher Handbook 10th Edition (ISBN: 9780982165782), is available in the BCCC Bookstore. Online sections require students to provide an email address and access to a device with both video and audio connectivity. The class Zoom link will be sent out the Friday prior to the start date.

Prerequisite: High School Diploma or equivalency.

8:00 am - 3:00 pm	Mon.-Thur.	Feb. 10 - Feb. 13	\$75	24 hrs.	49532	B8 828
8:00 am - 3:00 pm	Mon.-Thur.	Apr. 7 - Apr. 10	\$75	24 hrs.	49534	B8 828

ed2go TEACHER PROFESSIONAL DEVELOPMENT

Creating the Inclusive Classroom: Strategies for Success (Ed2Go)

In this professional development course for teachers, you'll get the training you need to reach the diverse mix of students you face every day by learning proven strategies that turn diversity into opportunity. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Solving Classroom Discipline Problems (Ed2Go)

Veteran teacher reveals the secrets to an orderly classroom. A step-by-step approach to effective, positive discipline.

[Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Microsoft PowerPoint 2019 in the Classroom (Ed2Go)

In this course for teachers, you'll learn how to motivate students and enrich lessons by bringing Microsoft PowerPoint 2013 presentations into your classroom.

[Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Singapore Math Strategies: Model Drawing for Grades 1-6 (Ed2Go)

In this professional development course for teachers, you'll get the training you need to start teaching model drawing, the powerful Singapore Math strategy that gives word problems a visual context. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Merrill Ream Speed Reading (Ed2Go)

This course will teach you how to save time by reading faster and with better comprehension. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Response to Intervention: Reading Strategies That Work (Ed2Go)

Learn response to intervention (RTI) strategies that ensure the struggling readers in your classroom get the help and education they need. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Spanish in the Classroom (Ed2Go)

Learn essential Spanish for Teachers so that you can bridge the communication gap with your Spanish-speaking students and parents! By the end of this course, you will be well on your way to becoming a Spanish speaker and effectively communicating with the Spanish-speakers all around you.

[Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Integrating Technology in the Classroom

In this professional development course for teachers, you will learn about technology integration in the classroom and gain the skills needed to use tools like apps, assistive technology, and blogs effectively. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

DEFENSIVE DRIVING

Defensive Driving-DDC-4

Credential: DDC-4, NC Safety & Health Council

We are proud of our 4-hour Defensive Driving class, and the District Attorney is too. Defensive Driving DDC-4 is helpful to those who have received traffic violations, and it satisfies the requirements for Vehicle Escort Certification. We have Saturday morning and Monday evening sections to meet your needs.

9:00 am-1:00 pm	Sat.	Jan. 25	\$75	4 hrs.	50425	B8 829
5:30 pm - 9:30 pm	Mon.	Feb. 3	\$75	4 hrs.	50426	B8 829
9:00 am-1:00 pm	Sat.	Feb. 22	\$75	4 hrs.	50427	B8 829
5:30 pm - 9:30 pm	Mon.	Mar. 3	\$75	4 hrs.	50428	B8 829
9:00 am-1:00 pm	Sat.	Mar. 15	\$75	4 hrs.	50429	B8 829
5:30 pm - 9:30 pm	Mon.	Apr. 7	\$75	4 hrs.	50430	B8 829
9:00 am-1:00 pm	Sat.	Apr. 26	\$75	4 hrs.	50431	B8 829
5:30 pm - 9:30 pm	Mon.	May 12	\$75	4 hrs.	50432	B8 829
9:00 am-1:00 pm	Sat.	May 24	\$75	4 hrs.	50433	B8 829
5:30 pm - 9:30 pm	Mon.	June 9	\$75	4 hrs.	50434	B8 829
9:00 am-1:00 pm	Sat.	June 21	\$75	4 hrs.	50435	B8 829

MOTORCYCLE SAFETY



Motorcycle Safety: Basic Rider Course, 2 Wheels

We are pleased to offer this new service to area motorcycle riders. And this class will show off our spacious new driving pad. More importantly, students will learn the safe driving skills for operating a motorcycle in traffic. Please come and learn the operation of motorcycle controls as you practice riding on our protected range. **Please call to register.**

- We will provide motorcycles and training manuals.
- You must wear an approved helmet, over-the-ankle footwear, long pants, a long-sleeved shirt or jacket, full-fingered gloves, and protective eye wear at all times while training.
- Successful completion achieves a skills waiver card for the NCDMV.
- Class size is limited to insure personal instruction.
- We will operate rain or shine.
- The registration fee for this class is not refundable. Please call 252-940-6357 if you need to reschedule.
- A mandatory e-course provided by the National Motorcycle Safety Foundation must be completed before the start of class. This e-course is included in the registration fee. The class coordinator will contact students with e-learning login information 10 days prior to class. (Those who desire help with online learning may receive assistance. Please ask.)
- A copy of the e-course Certificate of Completion must be presented to the instructor on the first day of class. Participation without this certificate is not allowed, and refunds are not given for lack of completion.

8:00 am – 5:30 pm	Sat. & Sun.	Feb. 8 & 9	\$185	20 hrs.	50365	B11 27 & Driving Pad
8:00 am – 5:30 pm	Sat. & Sun.	Mar. 15 & 16	\$185	20 hrs.	50368	B11 27 & Driving Pad
8:00 am – 5:30 pm	Sat. & Sun.	Apr. 26 & 27	\$185	20 hrs.	50369	B11 27 & Driving Pad
8:00 am – 5:30 pm	Sat. & Sun.	May 31 & June 1	\$185	20 hrs.	50391	B11 27 & Driving Pad
8:00 am – 5:30 pm	Sat. & Sun.	June 21 & 22	\$185	20 hrs.	50375	B11 27 & Driving Pad

Motorcycle Safety: Basic Rider Course, 3 Wheels

3-Wheel Motorcycles are growing in popularity. To accommodate all the new 3-wheel riders, we are expanding our offerings of this class. The Motorcycle Safety Foundation's 3-Wheel Basic Rider Course provides the same fundamental safe riding skills as our 2-wheel course. New riders will learn the safe operation of a 3-wheel cycle and prepare for street riding either alone or in a group. Our spacious driving pad is a fine place for hands-on operation of a 3-wheel cycle, and classroom instruction is included as well. **Please call to register.**

- We will provide motorcycles and training manuals.
- You must wear an approved helmet, over-the-ankle footwear, long pants, a long-sleeved shirt or jacket, full-fingered gloves, and protective eye wear at all times while training.
- Successful completion achieves a skills waiver card for the NCDMV.
- Class size is limited to ensure personal instruction.
- We will operate rain or shine.
- Students may use their own 3-wheel bikes within certain guidelines. Please call 252-940-6357 for details.
- The registration fee for this class is not refundable. Please call 252-940-6357 if you need to reschedule.
- With the support of Can-Am Rider Education Program we are able to offer this class for \$99. To take advantage of this opportunity please visit: <https://can-am.brp.com/on-road/us/en/learn-to-ride/registration.html>

8:00 am – 5:30 pm	Sat. & Sun.	Feb. 8 & 9	\$200	20 hrs.	50379	B11 26 & Driving Pad
8:00 am – 5:30 pm	Sat. & Sun.	Mar. 15 & 16	\$200	20 hrs.	50380	B11 26 & Driving Pad
8:00 am – 5:30 pm	Sat. & Sun.	Apr. 26 & 27	\$200	20 hrs.	50381	B11 26 & Driving Pad
8:00 am – 5:30 pm	Sat. & Sun.	May 31 & June 1	\$200	20 hrs.	50382	B11 26 & Driving Pad
8:00 am – 5:30 pm	Sat. & Sun.	June 21 & 22	\$200	20 hrs.	50383	B11 26 & Driving Pad

We are grateful to Big Rock Powersports and Twin County Marine for loaning us 4 Can-Am Spyders to use for these classes.




Greenville
252-353-4959

New Bern
252-638-7026



Rocky Mount
252-977-2191

 Look for this logo for scholarship-eligible classes. These courses are free or you may qualify to have the fee for this class covered.

Ed2Go Career Exploration courses are fee-waived for individuals who are 1) unemployed, 2) Have received notification of pending layoff, 3) Are working and are eligible for the federal earned income tax credit, and 4) Are working and earning wages at or below two hundred percent (200%) of the federal poverty guidelines.

Explore a Career as an Administrative Medical Assistant (Ed2Go)

Learn what it takes to have a successful career as an administrative medical assistant. This course explores the job of an administrative medical assistant (AMA) in a doctor's office – from appointment scheduling and chart creation to medical billing and coding – to give you an inside-view of the job.

Visit www.ed2go.com/beaufortccc/

HIPAA Compliance (Ed2Go)

Learn how to comply with the duties, rights, and responsibilities of HIPAA, ARRA & HITECH. Visit www.ed2go.com/beaufortccc/

Certificate in End of Life Care (Ed2Go)

When you work in end of life care, you must be prepared for the challenges it brings you, your patients, and their families. This course will enhance the knowledge and skills of health care professionals and individuals who work with or care for those experiencing a terminal illness.

Visit www.ed2go.com/beaufortccc/.

Certificate in Energy Medicine (Ed2Go)

Distinguish yourself as a well-rounded healthcare professional with an understanding of Energy Medicine. This course allows you to explore the use of healing energy medicine techniques in health care, including meditation, acupuncture, qigong, sound and music therapy, and gentle hand techniques like Reiki and reflexology. Visit www.ed2go.com/beaufortccc/.

Certificate in Gerontology (Ed2Go)

Learn to develop the skills to meet the health care needs of an aging population. This course delivers the information you need to work with people over age 65, including assessing and managing pain, understanding common issues in aging, dealing with elder abuse, exploring mental health issues in aging, and understanding the process of dying and death.

Visit www.ed2go.com/beaufortccc/.

Certificate in Integrative Behavioral Health (Ed2Go)

Learn groundbreaking holistic and integrative approaches to treating mental health issues. This course examines how to effectively address the physical, psychological, and spiritual needs of individuals with mental health issues through the use of integrative and evidence-based complementary methods of care. Visit www.ed2go.com/beaufortccc/.

Certificate in Legal & Ethical Issues in Healthcare (Ed2Go)

Healthcare professionals face legal and ethical dilemmas every day in their professions. This course provides you with a better grasp on crucial issues you're likely to face involving HIPAA rules, medication errors, social media and healthcare, organ donation, and workplace violence. Visit www.ed2go.com/beaufortccc/.

Explore a Career as a Pharmacy Technician (Ed2Go)

Take a look at the many job settings and career paths open to you if you become a pharmacy technician. This course will help you master the skills that will prepare you for an entry-level position as a pharmacy tech or clerk, and the steps you can take to become certified. Visit www.ed2go.com/beaufortccc/.

Explore a Career in Medical Coding (Ed2Go)

Explore a career as a medical coder and gain knowledge to help you work, with confidence, almost anywhere in the medical field from doctors' offices, clinics, hospitals, or even in the comfort of your home. This course teaches use of the CPT manual and IDC-10-CM which will give you a leg up on others who are new to this career. Visit www.ed2go.com/beaufortccc/.

Explore a Career in Medical Transcription (Ed2Go)

Healthcare documentation specialists used to be called medical transcriptionists, but the field has grown to include voice recognition editing and scribing duties. The expanded possibilities for employment and the upgraded skills are reflected in the new title. In this course, you will learn traditional transcription and the skills needed for voice recognition (VR) editing and scribing.

Visit www.ed2go.com/beaufortccc/.

Become a Veterinary Assistant (Ed2Go)

Learn what a veterinary assistant does in the veterinary office or hospital setting. Visit www.ed2go.com/beaufortccc/

Become a Physical Therapy Aide (Ed2Go)

Prepare for a rewarding career as a valued member of the physical therapy team. Visit www.ed2go.com/beaufortccc/

Become an Optical Assistant (Ed2Go)

Learn what it takes to become an optical assistant and discover why it's one of today's most popular and fascinating career opportunities. Visit www.ed2go.com/beaufortccc/

Explore a Career in Medical Writing (Ed2Go)

Take your first step towards a lucrative and rewarding career as a medical writer. Visit www.ed2go.com/beaufortccc/

VETERINARY

Certified Veterinary Assistant Clinicals Level II



The Veterinary Assistant Program is designed to provide students with the foundational knowledge and practical skills required to assist veterinarians and veterinary technicians in clinical settings. This comprehensive program covers essential topics such as animal anatomy and physiology, medical terminology, animal behavior, and veterinary pharmacology. Students will learn to perform administrative and clinical tasks, including record-keeping, patient handling, diagnostic imaging, laboratory procedures, and assisting with surgical and medical procedures. This program will require two semesters to complete. The first semester is 150 hours of online and in person instruction. The second semester is 100 hours and is all clinical work in the field.

Various

Various.

Jan. 6-May 14

\$194.25

100 hrs.


50188

Various

Next Certified Veterinary Assistant Level I class will start Summer 2025!

Nurse Aide-Hybrid

Credential: Nurse Aide I, NC Dept of Health Service Regulation

 Nurse aides provide personal care and basic nursing skills in rehabilitation, long-term care, in-home health, and hospitals. Upon satisfactory completion of the course, students are eligible to apply for the North Carolina State Certification Examination. Successful completion of the state exam is required to be listed on the North Carolina Nurse Aide I Registry. Students can choose to advance to Nurse Aide II.

Clinical: Hours are based on class schedule

***See Course prerequisites and requirements on the healthcare requirement chart**

Clinical at Long Term Care facility

9:00 am-5:00 pm	Seated every Mon. & Wed.	Jan. 13- Mar. 12	\$205.25	164 hrs.	49134	B 12, 1212
9:00 am-5:00 pm	Seated every Tues.	Jan.21 - May 13	\$205.25	164 hrs.	50327	B 12, 1212
9:00 am-5:00 pm	Seated every Mon. & Wed.	Mar. 17- May 14	\$205.25	164 hrs.	49135	B 12, 1212
8:30 am-2:30 pm	Seated every Thur. & Fri.	Jan. 30- Apr. 11	\$205.25	164 hrs.	50104	B 12, 1212
5:30 pm-8:30 pm	Seated every Mon. & Thur.	Jan. 16- May 8	\$205.25	164 hrs.	49542	B 12, 1212
9:00 am-5:30 pm	Sat.	Jan. 25, Feb. 22 & Mar. 29				

*Hospital and Long-Term Care Clinicals for Sections 49542 and 50327. This section will have additional costs of approximately \$100. These additional costs include the Castlebranch immunization tracker and Rotation Manager. Other fees may incur due to updating required Healthcare immunizations. These sections will have a portion of their hours at ECU Health Beaufort Hospital.

Medication Aide


Students should be currently listed as a Certified Nurse Aide and hold a high school diploma or high school equivalency.

Textbook: Medication Aide Book: A Medication Aide Training Course by NC Board of Nursing ISBN: 8780000186172.

9:00 am-5:00 pm	Seated Fri.-Sun.	Feb. 7-Feb. 9	\$70	24 hrs.	49577	B 12, 1218
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NA II-Hybrid

Credential: Nurse Aide II, NC Board of Nursing

 9:00 am- 3:30 pm Seated every Thur. Jan. 23-Apr. 17 \$205.25 190 hrs. 49272 B 12, 1218
Clinical: 7:30 am-4 pm every Tues. and Thur.


Textbook: Mosby's Nursing Assistants Textbook and Workbook ISBN: 9780443121319

Clinical: Hours will be based on the clinic site

***See Course prerequisites and requirements on the healthcare requirement chart**

Phlebotomy-Hybrid

Credential: Phlebotomy Technician, American Society of Phlebotomy Technician

 Phlebotomy is the skill of drawing blood from patients in hospital and clinical settings. This class can count as Credit for Prior Learning toward an AAS in Medical Laboratory Technology.

Textbook: Pearson Phlebotomy Handbook 10th Ed. ISBN-13 – 9780134709321 eText: ISBN-13: 9780137849451


Clinical hours are based on the clinic site Monday-Friday 8a-5p

***See Course prerequisites and requirements on the healthcare requirement chart**

9:00 am-1:00 pm	Seated every Wed.	Jan. 22-May 7	\$205.25	240 hrs.	50095	B 2, 126 A
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Registered Medical Assistant-Hybrid Part I

Credential: Registered Medical Assistant, American Medical Technology

 Registered medical assistants perform both administrative/clerical and medical duties in a healthcare facility. Because they can perform a variety of skills, registered medical assistants are valuable to family clinics and specialized clinics, such as cardiology, gastroenterology, and dermatology. RMAI Hybrid consists of online instruction on Blackboard and meeting weekly in person.

Part 2 builds on the foundations of Part 1 for additional instructional time to learn medical assisting procedures. The student will learn tasks such as phlebotomy, cleaning and dressing wounds, administering injections, and collecting specimens.


Textbook: Pearson Comprehensive Medical Assisting 5th Ed. with My Lab ISBN-13: 9780135730072

Clinical hours are based on the clinic site Monday-Friday 8a-5p

***See Course prerequisites and requirements on the healthcare requirement chart**

COMING SUMMER OF 2025



 Look for this logo for scholarship-eligible classes. These courses are free or you may qualify to have the fee for this class covered.

Healthcare Course Requirements	NAI	NA II	Phleb.	EKG	RMA	Central Sterile Pros.	Pharm Tech
High School Diploma or Equivalency	No	Yes	Yes	Yes	Yes	Yes	Yes
National Career Readiness Certificate <i>Other options: College transcript, or a Math and English college course with at least a grade of C.</i>	Yes Silver	No	Yes Bronze	Yes Bronze	Yes Bronze	Yes Bronze	Yes Bronze
NC DHSR NAI Registry	No	Yes	No	No	No	No	No
AHA BLS CPR Training	No	Yes	Yes	Yes	Yes	Yes	No
Criminal Background Check (With CastleBranch)	Yes	Yes	Yes	Yes	Yes	Yes	No
Drug Screen (urine) (With CastleBranch)	Yes	Yes	Yes	Yes	Yes	Yes	No
Vaccination for Flu (yearly)	No	Yes	Yes	Yes	Yes	Yes	No
Vaccination or positive titer for Hepatitis B (Optional) Waiver	No	Yes	Yes	Yes	Yes	Yes	No
Vaccination or positive titer for Varicella	No	Yes	Yes	Yes	Yes	Yes	No
Vaccination or positive titer for Measles	No	Yes	Yes	Yes	Yes	Yes	No
Vaccination for TDAP (within 10 years)	No	Yes	Yes	Yes	Yes	Yes	No
PPD Skin Test (Baseline Individual TB Risk Assessment including TB symptom evaluation, and either a 2-step TB skin test (given 1-3 weeks apart) or a TB blood test within 12 months of program admission or readmission. If a student has had a positive TB skin test in the past, such as due to TB exposure/infection or receiving the BCG vaccine, documentation of a chest x-ray for the + test will be required along with the Baseline Individual TB Risk Assessment and TB symptom evaluation. • Students are no longer required to get annual TB skin tests unless there is a known exposure or ongoing transmission at a healthcare facility.*	Yes	Yes	Yes	Yes	Yes	Yes	No
Rotation Manager	No	Yes	Yes	Yes	Yes	Yes	No
Driver's license or government-issued photo ID	Yes	Yes	No	No	No	No	No
Social Security Card	Yes	Yes	No	No	No	No	No
Uniform	Yes	Yes	Yes	Yes	Yes	No	No

*Waivers must be obtained and cleared by the clinical site for clinical participation.

Uniform

Uniform requirements for purchase will be provided through a link in your Blackboard course.

Programs requiring a background check, drug screen, and immunization uploads are completed through 3rd party vendor-CastleBranch. www.castlebranch.com Codes & instructions are given on the first day of class and must be completed within 30 days.

Clinical sites have the right to deny clinical admission based on background check, drug screening, and vaccination status. If denied, student will be dropped from the course and student will not receive a refund.

Hybrid Classes

Hybrid classes meet online and once weekly in person. Blackboard is the technology platform used for online instruction with CLASS Collaborate Ultra.

Mandatory Healthcare Orientation

Please register for one of the following orientation dates:

10:00 am-11:00 am	Tues.	Jan. 7	1 hrs.	50102	B 12, 1218
6:00 pm-7:00 pm	Thur.	Jan. 9	1 hrs.	50103	B 12, 1218


AMERICAN HEART ASSOCIATION CPR TRAINER

BCCC is an AHA Training Center. If you are current AHA instructor and would like to align with us or become an instructor, you can contact Jan. Sobotor, AHA Coordinator, at jane.sobotor@beaufortccc.edu for more information. or visit our AHA webpage at www.beaufortccc.edu/continuing-education/workforce-programs/bccc-aha-tc



Community Health Worker-Hybrid

Credential: Community Health Worker, NCDHSRCommunity Health Worker

 Course is designed to prepare individuals to receive State-recognized certification through the North Carolina Community Health Workers Association. The student will learn the role and functions of a Community Health Worker in Public Health, Healthcare, and community settings to address health and socioeconomic factors that improve individual and community health. Topics include individual and community health assessment, community outreach, risk factors and disease complications, chronic health conditions, stress management, healthy lifestyle behaviors, maternal and child health, mental well-being, and more. Upon completion of the program, individuals are encouraged to host a wellness fair for their community.

Prerequisite: High School Diploma or equivalency

Textbook: ISBN-13 978-1394199785

Mental Health Certification: \$30 (additional cost)


***See Course prerequisites and requirements on the healthcare requirement chart**

9:00 am-12:00 pm	Seated every Mon. & Wed.	Feb. 17 – Apr. 30	\$205	108 hrs.	50112	B12, 1218
2:00 pm-6:00 pm	Wed.	Feb. 26				B12, 1218

Medical Terminology, Billing and Coding-Online

Credential: Certified Professional Coder (CPC)

Prerequisite: High School Diploma or Equivalency

 Earn a medical billing and coding certification completely online with these three courses designed to prepare students for the CPC exam through AAPC. The first Medical Terminology is a prerequisite for Medical Billing and Coding. Medical Terminology Jan. ary 15 – May 6 followed by Medical Billing May 6 – August 26 and Medical Coding August 26 - December 16.

Medical Terminology

Textbook: Medical Language for Modern Health Care . 9781264111107 with access code bundle for Connect. (Approx. cost -\$150)

Jan. 15 – May 6	\$185	144 hrs.	49536	Online
Seated 5:30 pm	Tues.	Jan. 21		B 12, 1210

Billing

Textbook: Medical Insurance: A Revenue Cycle Process Approach. ISBN 9781266266799 with access code bundle for Connect (Approx. cost -\$200)

May 6 – Aug. 26	\$185	160 hrs.	49537	Online
First night of class will meet at 5:30pm				B12, 1210

Coding

Textbook: Medical Coding

Medical Coding Textbook with access code (Approx. cost \$150)


CPT, HCPCS, and ICD-10-CM 9781646318445 (Approx. cost \$400)

Membership and Certification costs are associated while registered for Medical Coding. (Approx. cost -\$800)

Aug. 26 - Dec. 16	\$185	160 hrs.	49538	Online
First night of class will meet at 5:30p				B 12, 1210

Central Sterile Processing Technician -Hybrid

Credential: Certification Board for Sterile Processing and Distribution

 Course is designed to introduce the primary responsibilities of a central sterile processing technician, including the practical application of learned concepts and procedures. Topics covered include preparation, storage, and distribution of instruments, supplies, and equipment; quality assurance; and inventory management. Upon completion, students should be able to apply the principles of sterilization and disinfection in the workplace, and the principles of distribution of instruments, supplies, and equipment.


Textbook: The Basics of Sterile Processing Textbook 7th edition <https://www.spdceus.com/product/the-basics-of-sterile-processing-textbook-7th-edition/>

Clinical: Hours are based on the facility

***See Course prerequisites and requirements on the healthcare requirement chart**

5:00 pm-7:00 pm	Seated every Tues. & Thur.	Feb. 11 – May 6	\$205.25	260 hrs.	49314	B 2, 126A
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 Look for this logo for scholarship-eligible classes. These courses are free or you may qualify to have the fee for this class covered.



EKG/Cardiovascular Monitor Technician-Hybrid Part I

Credential: EKG Technician, American Society of Phlebotomy Technicians.

 EKG Technicians conduct cardiovascular testing and monitor patients' heart performance in a variety of healthcare settings. Online course via Blackboard and Blackboard Collaborate. The textbook will be purchased through Amazon on the first day of class. After successful completion of Part I students are eligible for Part II-Clinical.

Textbook: KISS EKG Keeping It Super Simple EKG ISBN- 9798837719394


* Calipers-\$10 *(approx. cost)

*See Course prerequisites and requirements on the healthcare requirement chart

12:00 pm - 2:00 pm	Tues. & Thur.	Jan. 28-Apr. 8	\$191	126hrs.	49273	Online
10:00 am-6:00 pm	Tues.	Seated Jan. 28	B 2, 126A			

EKG Technician-Clinical Part II

Credential: EKG Technician, American Society of Phlebotomy Technicians.


 Clinical Apr. 15 -May 11
Clinical hours will be based on the clinic site

*See Course prerequisites and requirements on the healthcare requirement chart

9:00 am-3:30 pm	Seated Mon.	Apr. 14-May 12	\$194.25	58 hrs.	49274	B 2,115
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Pharmacy Technician-Hybrid

Credential: Pharmacy Technician, Pharmacy Technician Certification Board

 Pharmacy technicians work under the guidance of a pharmacist to fill prescriptions and prepare medications for patients. Student will shadow at an assigned pharmacy during pharmacy hours. Students will observe in pharmacies located in Beaufort and Pitt County

Textbook: Cengage The Pharmacy Technician 4th, with MindTap Ed. 9780357371985

*See Course prerequisites and requirements on the healthcare requirement chart

6:00 pm-9:00 pm	Seated every Mon.	Jan. 27-May 5	\$192.25	240hrs.	49560	B 2, 126A
First night 5:00 pm-9:00 pm						

BLS CPR for Healthcare Providers

Credential: BLS CPR for Health Care Providers, American Heart Association

American Heart Association BLS CPR and AED Training for the healthcare professional. This course provides training to recognize life-threatening emergencies, provide chest compressions with ventilations, and use of an AED. Course provides BLS skills practice and testing along with a written exam. [Register & pay online.](#)

Textbook: eBook Basic Life Support Provider Manual: 13 : 978-1-61669-410-4

5:30 pm-9:30pm	Wed	Feb. 12.	\$46	4 hrs.	49130	B 12, 1218
5:30 pm-9:30pm	Wed	Mar. 12	\$46	4 hrs.	49131	B 12, 1218
5:30 pm-9:30pm	Wed	Apr. 16	\$46	4 hrs.	49132	B 12, 1218

Heartsaver CPR/AED


Credential: Heartsaver CPR/AED, American Heart Association

American Heart Association Heartsaver CPR/AED course is for the general public. The course provides training and skills practice for adult, child, and infant CPR and AED use. [Register & pay online.](#)

Textbook: Heartsaver CPR AED Student Workbook: ISBN 978-1-61669-830-0


5:30 pm-9:30 pm	Wed.	Mar. 26	\$60	4 hrs.	49133	B 12, 1218
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Emergency Medical Technician Class (Hybrid) – BCCC Campus**Credential: EMT, NC Office of Emergency Medical Services and/or National Registry.**

 If you have little or no medical experience, this course will introduce you to prehospital emergency care. Upon completion of this course, you will be able to take the state or national credentialing exam to provide emergency or non-emergent care at the EMT level. The course meets on Monday and Wednesday each week with 2 Saturday sessions. Weekly online course work is required so you must have access to internet. You must pre-register for the class to make sure you meet entry requirements!


6:30 pm-9:30 pm	Mon. & Wed.	Jan. 15 – May 12	\$223.25	288 hrs.	50106	B 2-115
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Advanced Emergency Medical Technician (Hybrid)- BCCC Campus**Credential: AEMT, NC Office of Emergency Medical Services**


 The AEMT course covers the National Education standards and will prepare the current EMT to successfully pass the NC certification exam. Skills covered include IV administration, medication administration, advanced airway techniques, along with other AEMT skills set by NCEMS. The course will meet on a “flip-flop” schedule, Monday and Wednesday each week, where the student will attend one of the two days with weekly online work. There is a clinical requirement and pre-requisites that must be completed to register. If you are interested, please contact BCCC EMS Programs for more details!

8:30 am – 4:30 pm	Mon & Wed.	Jan. 13 – May 7	\$205.25	307 hrs.	50524	B15-1502
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EMT to Paramedic Course- BCCC Campus**Credential: Paramedic, NC Office of Emergency Medical Services**


 This course follows the guidelines established by the North Carolina Office of Emergency Medical Services as well as CoAEMSP's and consists of online and classroom instruction that will educate the EMT/AEMT to prepare them for the North Carolina or National Registry Paramedic Certification exam. This course is taught on a flip/flop model where you will come to class one day each week with two offerings each week. This works great for work rotations! Students will need to have BIO-163 or higher as a pre-requisite as well as an active EMT/AEMT certification. Contact Billy Respass at 252-940-6468 or billy.respass@beaufortccc.edu with questions and do get a packet for information! **(Next course will start in Late February or early March !)**

Community Health Paramedicine (CP-C)**Credential: Community Paramedic, International Board of Specialty Certification**

 This course is open to current paramedics and recommended 1-year field experience. This course follows the guidelines established by the International Board of Specialty Certifications as well as guidelines set by NCOEMS when developed. This course is a blended course that has weekly online assignments and will meet one Saturday for guest lectures and skills review/assessment. Upon completion of this course, you should have the base knowledge needed to take and pass the National CP-C exam administered by IBSC. The text for this course is the Community Health Paramedicine by AAOS, ISBN 978-1-284-04096-8. You must have the book and online access code on the first day of class!

Online & 1 Saturday (4/5)	Jan. 27 – Apr. 13	\$186.25	115 hrs.	50107	B 15-1502
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Online FP-C/CCP-C Review Course**Credential: Critical Care Paramedic Certification & Flight Paramedic Certification, International Board of Specialty Certifications**

 This course covers the material to prep current Paramedics for the FP-C or CCP-C credentialing exam administered through the International Board of Specialty Certifications (IBSC). The course also serves as continuing education credit for current credentialed FP-C, CCP-C, and other critical care providers. The course uses material from the 3rd Edition Critical Care Transport by AAOS. The instructor will hold a mandatory initial web meeting during the first week of class.

Online	Online	Jan. 27 – Apr. 13	\$185	72 hrs.	50108	Online
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Anatomy and Physiology (Pre-Req for Paramedic Class)

This course meets the BIO-163 requirement for any paramedic course. This course is 100% online with weekly coursework through Blackboard. Get a jump on the requirements to start your paramedic journey! This course is fee waived and will only cost EMS providers \$5!

Online	Online	Jan. 27 – Apr. 27	\$185	96 hrs.	50228	Online
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EMT Refresher Course

This course will cover all of the NCCR topics and accounts for 80 hours needed for your recertification. The course will consist of weekly online work that will include quizzes and discussion boards. All assignments must be completed each week and you must complete the course with an 80% average. At the end of the course, you will be required to complete a Technical Scope of Practice and skills assessment in the sim lab on campus if you are using the course to take the state exam again. Students can use any of the EMT textbooks for reference.

Online	Online	Jan. 13 – Mar. 8	\$185	80 hrs.	50166	Online
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Advanced EMT Refresher Course

This course will cover all of the NCCR topics and accounts for 100 hours needed for your recertification. The course will consist of weekly online work that will include quizzes and discussion boards. All assignments must be completed each week and you must complete the course with an 80% average. At the end of the course, you will be required to complete a Technical Scope of Practice and skills assessment in the sim lab on campus if you are using the course to take the state exam again. Students can use any of the EMT textbooks for reference.

Online	Online	Jan. 13 – Apr. 5	\$185	100 hrs.	50168	Online
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 Look for this logo for scholarship-eligible classes. These courses are free or you may qualify to have the fee for this class covered.

Paramedic Refresher Course


This course will cover all of the NCCR topics and accounts for 120 hours needed for your recertification. The course will consist of weekly online work that will include quizzes and discussion boards. All assignments must be completed each week and you must complete the course with an 80% average. At the end of the course, you will be required to complete a Technical Scope of Practice and skills assessment in the sim lab on campus if you are using the course to take the state exam again. Students can use any paramedic textbook for reference.

Online	Online	Jan. 13 – Apr. 5	\$185	120 hrs.	50165	Online
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To receive email updates regarding upcoming classes and events in the EMS Training Program, follow our Facebook page at Beaufort CCC EMS Training Updates or subscribe now at www.beaufortccc.edu/ems-list


See our training calendar and other information at www.beaufortccc.edu/ems

EMS SPECIALTY COURSES**Field Training Officer (FTO)**

 This course is designed to cover all aspects and duties of a Field Training Officer. While your agency may have specific duties or requirements, this course will use the Field Training Officer book by AAOS and take you through the course to help you gain valuable knowledge to be a better FTO. This course is designed for all certification levels! This course is 100% online with one online meeting that will take place during the first week of class. This course is fee waived for public safety with the only cost being the \$5 technology fee!


Online	Online	Jan. 13 – Feb. 15	\$130	32 hrs.	50186	Online
Online	Online	Apr. 28 – May 31	\$130	32 hrs.	50187	Online

Advanced Cardiac Life Support- Initial

 This class is designed for the providers that have never completed ACLS or has let their credential expire greater than 30 days. The participant MUST preregister and complete the pretest or they will not be allowed to take the class. The course will cover the AHA ACLS program and you will learn all aspects of caring for patients in cardiac arrest. This course has a card fee so please bring the card fee of \$6.00 to class! This course is fee waived for EMS providers!


8:00 am – 5:00 pm	Sat./Sun.	Jan. 18 & 19	\$70	16 hrs.	50190	B 15-1502
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Advanced Cardiac Life Support- Recert

 This is a four-hour class that will recert your American Heart Association ACLS certification. This class is designed for the providers that currently have their ACLS certification and it will be expiring or has expired within 30 days of this class offering. The participant MUST complete the pretest, have a current BLS CPR card, and bring both to class or they will not be allowed to take the class. Pre-registration is required due to instructor/student ratios. This course has a card fee so please bring the card fee of \$6.00 to class! This course is fee waived for EMS providers!


8:00 am – 1:00 pm	Sat.	May 3	\$70	5 hrs.	50191	B 15-1502
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Pediatric Advanced Life Support- Initial

 This class is designed for the providers that have never completed PALS or has let their credential expire greater than 30 days. The participant MUST preregister and complete the pretest or they will not be allowed to take the class. The course will cover the AHA PALS program and you will learn all aspects of caring for pediatric patients in cardiac arrest. This course has a card fee so please bring the card fee of \$6.00 to class! This course is fee waived for EMS providers!

8:00 am – 5:00 pm	Sat./Sun.	May 10 & 11	\$70	16 hrs.	50192	B 15-1502
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Pediatric Advanced Life Support- Recert

 This is a four-hour class that will recert your American Heart Association ACLS certification. This class is designed for the providers that currently have their ACLS certification and it will be expiring or has expired within 30 days of this class offering. The participant MUST complete the pretest, have a current BLS CPR card, and bring both to class or they will not be allowed to take the class. Pre-registration is required due to instructor/student ratios. This course has a card fee so please bring the card fee of \$6.00 to class! This course is fee waived for EMS providers!

8:00 am – 1:00 pm	Sat.	Feb. 22	\$70	5 hrs.	50193	B 15-1502
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Pre-Hospital Trauma Life Support- Initial

This course is for new EMT's or providers that have never had their PHTLS/ITLS certification or have expired. The course follows the NAEMT course guidelines and covers all aspects of caring for trauma patients. This course has a BLS or ALS test depending on what level of certification you hold. Pre-registration is required along with the \$18 card fee before class. Providers will need to review the course book prior to class!

8:00am – 5:00pm	Sat./Sun.	Apr. 12 & 13	\$88	16 hrs.	50195	B 15-1502
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Pre-Hospital Trauma Life Support- Recert

This course is for current providers that have their PHTLS certification or have expired within the past 30 days. It follows the NAEMT course guidelines and covers all aspects of caring for trauma patients. This course has a BLS or ALS test depending on what level of certification you hold. Pre-registration is required along with the \$13 card fee before class. Providers will need to review the course book prior to class!

8:00 am – 5:00 pm	Sat.	Apr. 5	\$83	8 hrs.	50199	B 15-1502
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Fire Service Training

Beaufort CCC uses NC OSFM qualified fire instructors to teach classes throughout our four-county service area. This training is offered in a flexible and adjustable schedule to meet your department's needs. Offerings include, but are not limited to, Firefighter, HazMat, Driver/Operator, and other specialty programs approved by the state. These classes can be taught on our campus or at your local department. Classes are also available to be taught at local businesses and industries to meet current safety regulations.

If you have any questions about a class or wish to schedule one, contact Ray Harris, Fire & Emergency Management Director at (252)940-6363 or ray.harris@beaufortccc.edu or Jonathan Patterson, Fire & EM Training Coordinator, at jonathan.patterson@beaufortccc.edu.

Inner Banks R.I.C/F.A.S.T. School

Credential: NC Office of State Fire Marshal (FIP- 6411)

 Firefighter Rescue Training provides students with the skills necessary to rescue their fellow firefighter, should an emergency occur. Whether you have an established Rapid Intervention (R.I.T.) Team dedicated to rescuing downed firefighters or not, all members should be prepared and knowledgeable on the skills and techniques necessary to execute a rescue. Many of the techniques offered are lessons learned from tragedy. This course will follow the guidelines for NC RIT Crew Cert. Members of the FDNY will be active instructors with this week's program

0800-1900 Mon-Fri Jan. 6-10 \$180 if not exempt 50096 Rm 1501 50


Inner Banks "Expect Fire" Leadership Conference

This Leadership Conference will be one not to miss. Bringing Nationally known speakers Rick Lasky and John Salka (FDNY) for a weekend of Leadership Training like never held before. This conference will be held on the main campus of BCCC with lunch provided both days.

18:00-22:00 Fri Jan. 24-26 \$95/\$30.00 if not exempt 20 hrs. 50097 Boyette Conf. Center
08:00-17:00 Sat & Sun

NC OSFM Fire Officer III


Credential: NC OSFM Fire Officer III (FIP-3713)

 The Fire Officer III certification course is a two-week, 80-hour course. Success for the candidate will require time outside of class to prepare for each section, and complete required reading, as well as engagement in supplemental information that is provided to support the text and classroom discussion. Instructors will provide insightful, real world experience to supplement the text and support the objectives. Fire Officer III is internal Direct Delivery request, but is currently not available for request on the OSFM website. Requests can be sent to Lance Foulk at Lance.Foulk@ncdoi.gov WEEK ONE • Leadership • Strategic Planning • Professional Development • Legal Issues • Human Resources • Prevention COURSE REQUIREMENTS WEEK TWO • Budget • Emergency Management • Emergency Management Exercise • Communications • Intergovernmental Relations • Course Review/Exam

Candidates must be certified in Fire Fighter for a minimum of seven years, as well as Fire Officer II and Instructor I certified.

08:00-17:00 Mon-Fri. Apr. 7-25 \$180 if not exempt 80 hrs. 50098 B 15 1501

Inner Banks Extrication Weekend

 Back again for the third year the Inner Banks Extrication Weekend is the premier extrication school East of I95. This weekend of hands on extrication training puts the student in complex heavy lift situations. With instructors from Premier Extrication the student will have 24 hours of hands on tool, stabilization, and air bag time.

18:00-22:00 Fri. Apr. 4-6 \$70/\$30 if not exempt 20 hrs. 50101 B15 1501
08:00-18:00 Sat, Sun

Inner Banks Fire Academy Information Sessions

INFORMATION ONLY

 Information Sessions for the Upcoming Class 004 of the Inner Banks Fire Academy. NO Registration Required. Graduating High School Seniors Are Encouraged to Attend.

19:00-21:00 Tues. Mar. 11
19:00-21:00 Tues. Mar. 25
19:00-21:00 Tues. Apr. 8
19:00-21:00 Tues. Apr. 22

Follow our Facebook page at Beaufort CCC Fire Training Updates or see our fire training calendar and other information at www.beaufortccc.edu/fire-training

 Look for this logo for scholarship-eligible classes. These courses are free or you may qualify to have the fee for this class covered.

Handgun Introduction

Beginners Pistol is designed to provide a hands-on introduction to the safe handling and proper orientation for students. This course is 3 hours long and includes classroom and range time learning to shoot a specific pistol action type. Students will learn rules for safe gun handling; the particular pistol model parts and operation; ammunition; shooting fundamentals; cleaning the pistol; and continued opportunities for skill development. Students must show proof of ability to legally own a firearm. CCH permit or County record check.

6:00 pm-9:00 pm	Wed.	Jan. 15	\$43.50	3 hrs.	49564	B 10B-101
6:00 pm-9:00 pm	Wed.	Mar. 19	\$43.50	3 hrs.	49565	B 10B-101
6:00 pm-9:00 pm	Wed.	May 14	\$43.50	3 hrs.	49566	B 10B-101

Concealed Carry Handgun (CCH) Training

Class covers laws governing the use of deadly force, concealed carry statute, & other relevant issues. Class covers the fundamentals of gun operation, personal protection with the use of a handgun, gun safety, ammunition, and shooting techniques. A copy of a record check from the Clerk of Court or CCH permit required.

6:00pm-10:00 pm	Thur.	Feb. 20	\$76.25	10 hrs.	49567	B 10B-101
8:00 am-2:00 pm	Sat	Feb. 22				
6:00pm-10:00 pm	Thur.	Apr. 24	\$76.25	10 hrs.	49568	B 10B-101
8:00 am-2:00 pm	Sat	Apr. 26				

LAW ENFORCEMENT



A NEW SCHOLARSHIP IS AVAILABLE FOR WILDLIFE OR MARINE PATROL OFFICERS TAKING BASIC LAW ENFORCEMENT TRAINING.

SCHOLARSHIPS GIVE YOU MONEY THAT YOU DO NOT NEED TO PAY BACK!

Follow the NC Law Enforcement Training Facebook page or see our training calendar and other information at www.beaufortccc.edu/law

Basic Law Enforcement Training

Credential: Basic Law Enforcement, NC Dept. of Justice

\$ Learn the essential skills required for entry level employment as law enforcement officers with state, county, or municipal governments, or with a private enterprise. Areas of study include criminal law, juvenile law, civil process, traffic crash investigations, alcoholic beverage laws, investigative, patrol, custody and court procedures, emergency responses, ethics, and community relations. Students successfully completing a Basic Law Enforcement Training course accredited by the North Carolina Criminal Justice Education and Training Standards Commission and the North Carolina Sheriffs' Education and Training Standards Commission will receive credit for up to 19 credit hours towards the Associate in Applied Science degree in Criminal Justice Technology.

Prerequisite requirements: High School Diploma/Equivalency, 20+ years of age, no major misdemeanors or felony convictions, a passing score on the CASAS reading exam, and a physician's certification of fitness completed by an NC doctor. Sponsorship by a North Carolina Law Enforcement Agency is required to waive the registration fee. Costs of the program include a \$191.25 registration fee, textbook bundle \$809 plus shipping (estimated), uniforms \$450 (estimated).

The admissions application packet can be picked up from the Continuing Education Registration and Records Office in Building 8. Once completed, it can be returned to Building 8 or 10B. For registration information, please contact the BLET Administrator at 252-940-6405.

8:00 am-5:00 pm	Mon.-Fri.	Jan. 6 – May 31	\$ 191.25	49405	B 10 10-32
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Some Saturdays and evenings required

Admissions Information Sessions with the BLET Administrator will be held on Oct. 10, Nov. 14 & Dec. 12 in B 10B 101 from 6:00-7:00 pm.

Auto Dealer Pre-License**Credential: Auto Dealer License; NC Division of Motor Vehicles**

The course satisfies the initial continuing education requirement for non-franchised auto dealers to obtain their dealer's license. This class will be offered via Zoom. [Register & pay online.](#)

9:00 am – 1:00 pm	Mon.-Wed.	Feb. 3 - 5	\$70	12 hrs.	50137	Zoom
5:00 pm – 9:00 pm	Mon.-Wed.	Feb. 24 - 26	\$70	12 hrs.	50138	Zoom
9:00 am – 1:00 pm	Mon.-Wed.	Apr. 7 - 9	\$70	12 hrs.	50139	Zoom
9:00 am – 1:00 pm	Mon.-Wed.	June 9-11	\$70	12 hrs.	50140	Zoom
5:00 pm – 9:00 pm	Mon.-Wed.	June 16 - 18	\$70	12 hrs.	50141	Zoom
9:00 am – 1:00 pm	Mon.-Wed.	Aug 18 - 20	\$70	12 hrs.	50142	Zoom
9:00 am – 1:00 pm	Mon.-Wed.	Oct 20 - 22	\$70	12 hrs.	50143	Zoom
5:00 pm – 9:00 pm	Mon.-Wed.	Dec 8 - 10	\$70	12 hrs.	50144	Zoom

Auto Dealer License Renewal**Credential: Auto Dealer License; NC Division of Motor Vehicles**

The annual renewal course satisfies the continuing education requirement for non-franchised auto dealers to retain their dealer's license. This class will be offered via Zoom. [Register & pay online.](#)

9:00 am – 12:00 pm	Thur.-Fri.	Feb. 6 - 7	\$70	6 hrs.	50145	Zoom
5:00 pm – 9:00 pm	Thur.-Fri.	Feb. 27 - 28	\$70	6 hrs.	50146	Zoom
9:00 am – 12:00 pm	Thur.-Fri.	Apr. 10 - 11	\$70	6 hrs.	50147	Zoom
9:00 am – 12:00 pm	Thur.-Fri.	June 12 - 13	\$70	6 hrs.	50148	Zoom
5:00 pm – 9:00 pm	Thur.-Fri.	June 19 - 20	\$70	6 hrs.	50149	Zoom
9:00 am – 12:00 pm	Thur.-Fri.	Aug 21 - 22	\$70	6 hrs.	50150	Zoom
9:00 am – 12:00 pm	Thur.-Fri.	Oct 23 - 24	\$70	6 hrs.	50151	Zoom
5:00 pm – 9:00 pm	Thur.-Fri.	Dec 11 - 12	\$70	6 hrs.	50152	Zoom

North Carolina Vehicle Safety Inspection**Credential: Vehicle Safety Inspection, NC Division of Motor Vehicles**

This course is designed to prepare automotive technicians and service personnel as safety inspectors for motor vehicles. Course topics include regulations and test inspection procedures required by the CN DMV – Enforcement Section – for safety inspectors. Upon completion, a student should understand the rules, regulations, and procedures for safety inspectors, and be able to properly conduct a safety inspection on a vehicle. [Register & pay online.](#)

8:00 am-5:00 pm	Sat.	Feb. 8	\$75	8 hrs.	50153	B 2 108
8:00 am-5:00 pm	Sat.	May 17	\$75	8 hrs.	50154	B 2 108

Fleet Maintenance Technician (Diesel)**Credential: Get Ahead Diesel Certificates, Freightliner**

Advance your career as a Fleet Maintenance Technician with our comprehensive online course, designed to provide you with the essential knowledge and skills needed in today's heavy equipment industry. Upon successful completion, you will have increased your proficiency in identifying heavy truck components and systems and performing basic troubleshooting procedures. Choosing our online Fleet Maintenance Technician program means earning certifications that are highly sought after by employers, significantly enhancing your employability and opening doors to entry-level positions as a diesel technician. Additionally, our program provides the foundational skills necessary to secure entry-level jobs in the diesel maintenance field, setting you on a path for growth and advancement within the industry.

Orientation: First night seated 6:00 pm – 9:00 pm Jan. 27

Online		Jan. 27 – May 24	\$185	99 hrs.	50155	B 07 003
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North Carolina Vehicle Escort Certification and Recertification**Credential: Escort Vehicle Certification, NC Division of Motor Vehicles**

This course is required for those who wish to escort large vehicles. Students must be 21 years old or 18 to 21 years old with a current Class-A license to attend. All students must have a driver's license that has been valid for at least 12 months.

North Carolina Department of Transportation requires students to complete the National Safety Council Defensive Driving (DDC4) course as a component of the Escort Vehicle certification. Contact BCCC for more information about the NSC Defensive Driving courses. This is only required for initial certification and not for certification renewal. [Register & pay online.](#)

Corequisite: NSC Defensive Driving Course. See p. 27 of this course schedule for DDC-4 course offerings.

8:00 am-4:30 pm	Fri.	Feb. 7	\$75	8 hrs.	50169	B 8 826
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Fundamentals of Supervision and Management (Ed2Go)

Learn the people skills required to motivate and delegate, and learn tools for solving problems and resolving conflicts. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Leadership (Ed2Go)

Gain the respect and admiration of others, exert more control over your destiny, and enjoy success in your professional and personal life. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Building Teams That Work (Ed2Go)

What are the secrets to managing successful teams in the workplace? Explore communication techniques and problem-solving skills that will help you get your team on track in no time. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Managing Remote Teams (Ed2Go)

This course is your secret weapon to becoming a star manager leading a superstar team in this different, remote, and socially distanced world. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Mastering Public Speaking (Ed2Go)

Learn the secrets of effective public speaking and small group communication. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Customer Service Fundamentals (Ed2Go)

Become indispensable to any organization by understanding how to identify and meet customer needs. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Learn to Buy and Sell on eBay (Ed2Go)

Learn from an auction pro how to work from home or earn extra income by buying and selling goods online for top dollar. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Using Social Media in Business (Ed2Go)

Explore the potential of social media as a tool for business growth, covering popular platforms like Facebook, LinkedIn, Instagram, Google Business Profile, Twitter, and Pinterest. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Start Your Own Online Business (Ed2Go)

Discover how to harness the power of the internet to build and sustain a profitable business. Learn how to create a product, build a website, engage a customer base, and find new leads online. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Start Your Own Consulting Practice (Ed2Go)

Find out how you can earn income by sharing your training or knowledge with others. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Start Your Own Arts and Crafts Business (Ed2Go)

Learn how to start your own arts and crafts business from a professional artist. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Small Business Marketing on a Shoestring (Ed2Go)

Discover small business marketing strategies that can help you attract attention, woo your target audience, grow your customer base, and expand your profits - all for little or no money. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Creating a Successful Business Plan (Ed2Go)

Turn your business ideas into a solid plan for financing and long-term success. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

Business Budgeting for Beginners (Ed2Go)

This course will introduce different strategies employed during the budgeting process, the techniques and tools commonly used to make budgeting forecasts, and the components of a basic operating budget. [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

SMALL BUSINESS CENTER

The mission of the Small Business Center Network (SBCN) is to increase the success rate and the number of viable small businesses in North Carolina by providing high quality, readily accessible assistance to prospective and existing small business owners, which will lead to job creation and retention. Contact the Director of Small Business Center at 252-940-6306. Services available through the Small Business Center Network include:

- **One-on-one business counseling, which provides an evaluation to determine immediate needs.**
- **Resources to assist with preparation of paperwork necessary to obtain financing for a qualified new business or expansion of an existing business.**
- **Assistance for owners of existing businesses seeking information and direction. To make an online request for counseling complete the online form at www.beaufortccc.edu/sbc**

How to Start Your Outdoor Business at Harbor District Market

In person only. Dive into the world of outdoor entrepreneurship with our hands-on workshop designed for aspiring business owners! This hands-on workshop covers everything from setting up the right business foundation to finding your ideal customers and funding sources. Gain practical skills across key areas like goal-setting, market analysis, and financing your outdoors business venture. This workshop wraps with a pitch contest for Beaufort, Hyde, Washington, and Tyrrell county residents. A winner will receive \$1500 in funds to start or expand their outdoor business. Lunch is included. [Register online.](#)

9:00 am–5:00 pm Mon. Feb. 3 Free 8 hrs. Harbor District Market

How to Start Your Aquaculture Business Workshop at Harbor Market District

In person only. Explore the world of aquaculture entrepreneurship with the expert-led workshop! This workshop will introduce you to the diverse opportunities in food fish, ornamental, and shellfish aquaculture. Hear from industry experts on the key aspects of starting and running an aquaculture business, including regulations, permits, and business support resources. This workshop wraps with a pitch contest for Beaufort, Hyde, Tyrrell, and Washington county residents. A winner will receive \$1500 in funds to start or expand their outdoor business. Lunch is included. [Register online.](#)

9:00 am - 5:00 pm Mon. Apr. 7 Free 8hrs. Harbor District Market

Small Business Core Curriculum

Students who complete a classes in each of the small business topics will receive a certificate of completion.

How to Start an LLC



On Campus Only. Forming a limited liability company (LLC) can be a wise choice for small business owners, entrepreneurs, freelancers, and independent contractors who want to obtain liability protection and certain tax advantages. In this 2-hour introductory class, you'll learn the basics of what an LLC is, why forming an LLC may benefit you, the steps for forming an LLC in North Carolina, and some common questions and concerns. **Topic: Formation. [Register online.](#)**

10:00 am–12:00 pm	Mon.	Jan. 13	Free	2 hrs.	B8 828
10:00 am–12:00 pm	Thur.	Feb. 27	Free	2 hrs.	B8 828

How to Start a Non-Profit



On Campus Only. Launching a nonprofit organization can be a rewarding way to make a positive impact, but it requires careful planning and adherence to legal requirements. In this 2-hour introductory class, you'll gain insights into the basics of starting a nonprofit, including understanding the different types of nonprofits, the benefits and responsibilities involved, and the key steps for forming a tax-exempt nonprofit in North Carolina. Common questions and considerations around nonprofit governance, fundraising, and operations will also be covered. **Topic: Formation. [Register online.](#)**

3:00 pm–5:00 pm	Mon.	Mar. 17	Free	2 hrs.	B8 828
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Finding Your Customer with Opportunity Canvassing



On Campus Only. When entrepreneurs develop a solution and then go looking for a problem that it solves, they generally fail. Concentrating first on problem identification, analysis, and validation is critical to success in an entrepreneurial environment. Learn how to utilize the Ice House Opportunity Discovery Canvas to set your business up for success! Jack Dugan shows you how to apply this proven process to your startup or expansion idea. **Topic: Planning. [Register online.](#)**

3:00 pm–5:00 pm	Mon.	Jan. 13	Free	2 hrs.	B8 828
3:00 pm–5:00 pm	Thur.	Feb. 27	Free	2 hrs.	B8 828

Financing Your Small Business



On Campus Only. Jack Dugan will help you discover the most likely financing method for your business type and the fundamentals of business financing. You will also create a draft funding mix for your business, identify contacts for funding your business and assess your financial readiness and the next steps for financing. **Topic: Financing. [Register online.](#)**

12:30 pm–2:30 pm	Mon.	Jan. 13	Free	2 hrs.	B8 828
12:30 pm–2:30 pm	Thur.	Feb. 27	Free	2 hrs.	B8 828

Recordkeeping & Taxes for Small Business



On Campus Only. This seminar will help you understand the financial aspects of your business. You will learn: What makes your business thrive and grow; What is a CPA and when and how you use them; How to understand financial statements and what your banker is looking for; What federal and state reports are required; If I made that much money, where is it? **Topic: Taxes. [Register online.](#)**

5:30 pm–7:30 pm	Mon.	Jan. 13	Free	2 hrs.	B8 828
5:30 pm–7:30 pm	Thur.	Feb. 27	Free	2 hrs.	B8 828

Small Business Marketing with Canva



On Campus Only. Canva is a graphic design platform, used to create social media graphics, logos, presentations, posters, documents and other visual content. This App includes easy to use templates that give small business owners the ability to create custom, free advertising and marketing collateral that has a professional look! We'll show you the Canva basics you need to get you started in designing logos, social media content, promotional fliers, and more! We will also look at how Canva uses AI to help you create your graphics. Canva is free with the option to upgrade to a paid version with additional features. **Topic: Marketing. [Register online.](#)**

10:00 am–12:00 pm	Mon.	Mar. 17	Free	2 hrs.	B8 828
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Maximizing Google Business Profiles for Small Business Marketing



On Campus Only. Jack Dugan will show you how to unlock the full potential of your Google Business Profile. You will learn essential strategies to enhance your online visibility, attract more customers, and effectively manage your business information. Create a tailored action plan to optimize your profile, explore best practices for engaging with customers through reviews and posts, and identify key metrics to measure your success. By the end of the course, you will have the tools and knowledge to elevate your business's online presence and drive growth through effective use of your Google Business Profile. **Topic: Marketing. [Register online.](#)**

12:30 pm–2:30 pm	Mon.	Mar. 17	Free	2 hrs.	B8 828
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Look for this logo for scholarship-eligible classes. These courses are free or you may qualify to have the fee for this class covered.



Seed & Sow Contest Workshop

S On Campus Only. This workshop is required for all Seed & Sow Pitch Contest contestants and is designed to set you up for success in your small business startup or expansion journey. This workshop provides a mix of training in entrepreneurial mindset, business planning, and need to know steps for business formation and growth. After this workshop, to qualify for the Seed & Sow Pitch Contest, each contestant will also be required to complete 2 hours of free small business counseling with our SBC Director before Mar. 14, 2025. Once all of these prerequisites are met, candidates will be eligible to participate in the Seed & Sow Pitch Contest on Apr. 12, 2025. Contest only open to residents of Beaufort, Hyde, Tyrell, and Washington counties. [Register online.](#)

9:00 am–4:00 pm Mon. Jan. 27 Free 7 hrs. B8 828

Build Your Business Website

S On Campus Only. Is your business ready for a website? Jack Dugan, our Small Business Center Director takes you step by step to build the foundation for your small business Squarespace® website. You'll leave this 2-day workshop with a professional quality website that can help take your business to the next level. Note: Once trial period ends, students are responsible for the Squarespace® subscription fee, if they choose to continue to use the website. Bring your laptop if you have one. [Register online.](#)

9:00 am–4:00 pm Tues.-Wed. Feb. 18-19 Free 14 hrs. B8 828

Advanced Canva for Small Business Owners

S Online Only. Canva is a graphic design platform, used to create social media graphics, presentations, posters, documents and other visual content. This App includes easy to use templates that give small business owners the ability to create custom, advertising and marketing collateral that has a professional look! You should have a basic knowledge of Canva to get the most out of this class. We will be exploring more advanced features of this platform. [Register online.](#)

1:30 pm–3:30 pm Mon. Apr. 7 Free 2 hrs. Online

Using Facebook to Build Your Business

S Online Only. Learn the basics of how to use Facebook to build your business. Find out how to use Meta business to effectively manage your social media strategy and streamline your marketing efforts. [Register online.](#)

4:00 pm–6:00 pm Mon. Apr. 7 Free 2 hrs. Online

Seed & Sow Pitch Contest

S The Seed & Sow Pitch Contest is back for 2025! This is a small business learning and planning process culminating in a “pitch contest”, where qualifying entrepreneurs compete to win cash awards to help fund their small business startup or expansion idea! Qualifying contestants will be required to complete one of our FREE full day Seed & Sow Contest Workshops and attend two (1-hour) counseling sessions with the BCCC SBC Director. Contestants will complete a basic business plan during this process and are expected to register their business with the NC Secretary of State. Register for a Seed & Sow Contest Workshop for more details. The contest will take place on Apr. 12, 2025 with workshops & counseling already underway. Only open to Beaufort, Hyde, Tyrell, and Washington County entrepreneurs. Past contestants are permitted to participate! Our 2025 sponsors include NACCE (National Association of Community College Entrepreneurship), Beaufort County Economic Development, Wells Fargo Bank, and TriCounty Foundation.

Business Counseling

Are you thinking of starting a new business or looking to grow an existing one? BCCC Small Business Center offers free and confidential expert small business counseling services! For details, call Jack Dugan at (252) 940-6306.

To learn more or register for Small Business Center classes, scan our QR Code: Register online at www.beaufortccc.edu/sbc



Washington County Center

114 S. Railroad St.
Roper, NC 27970

Would you like to be added to our email list to receive course information about upcoming BCCC classes and services in Washington County?
Call 252-940-6245 or email chanta.rickard@beaufortccc.edu.

BCCC COVERS THE COST OF TRANSPORTATION VOUCHERS FOR GED TESTING AND TRANSPORTATION THROUGH RIVERLIGHT TRANSIT. CALL 252-940-6370 FOR A VOUCHER AND 252-793-4041, EXT. 225 FOR A RIDE.

MUSIC

Learn to Play Piano


Consider this as your introduction to piano and other keyboard instruments. Also, consider yourself lucky to have such a great teacher as Scott Bradshaw. During this class you will develop the ability to play simple tunes on a keyboard. You'll build an understanding of musical notation and the ability to read and play music. And you'll enjoy your new skill at playing music for entertainment. We have the keyboards for learning. Just bring your enthusiasm. [Register & pay online.](#)

6:00 pm - 8:00 pm Tues. Mar. 4 - Apr. 8 \$75 12 hrs. 50350 WCC

SMALL BUSINESS CENTER


Free, confidential business counseling is available on site. Call the center to schedule an appointment!
A majority of our classes can be viewed as a live webinar or a live stream of an on-campus SBC workshop. See the workshop lineup for subject matter!

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1:30 pm-3:30 pm Mon. Apr. 7 Free 2 hrs. WCC Auditorium

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To register for Small Business Center classes, scan code or register online at www.beaufortccc.edu/sbc




Check out our Ed2Go online course offerings! We offer over 200 courses in just about every category imaginable! Each subject is presented in an easy to understand format and is facilitated by a professional instructor. Assistance with your course is provided using a discussion area monitored by your instructor and fellow students. Access your course anytime 24 hours a day, 7 days a week. Set your own study time and your own pace! [Visit www.ed2go.com/beaufortccc/](http://www.ed2go.com/beaufortccc/)

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10:00 am–12:00 pm	Mon.	Jan. 13	Free	2 hrs.	WCC Auditorium
10:00 am–12:00 pm	Thur.	Feb. 27	Free	2 hrs.	WCC Auditorium

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10:00 am–12:00 pm	Mon.	Mar. 17	Free	2 hrs.	WCC Auditorium
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12:30 pm–2:30 pm	Mon.	Jan. 13	Free	2 hrs.	WCC Auditorium
12:30 pm–2:30 pm	Thur.	Feb. 27	Free	2 hrs.	WCC Auditorium


Recordkeeping & Taxes for Small Business

 On Campus Only. This seminar will help you understand the financial aspects of your business. You will learn: What makes your business thrive and grow; What is a CPA and when and how you use them; How to understand financial statements and what your banker is looking for; What federal and state reports are required; If I made that much money, where is it? **Topic: Taxes. Register online.**

5:30 pm–7:30 pm	Mon.	Jan. 13	Free	2 hrs.	WCC Auditorium
5:30 pm–7:30 pm	Thur.	Feb. 27	Free	2 hrs.	WCC Auditorium

HEALTHCARE

Pharmacy Technician-Hybrid

 **Credential: Pharmacy Technician, Pharmacy Technician Certification Board**
 Pharmacy technicians work under the guidance of a pharmacist to fill prescriptions and prepare medications for patients. Student will shadow at an assigned pharmacy during pharmacy hours. Students will observe in pharmacies located in Beaufort and Pitt County
Textbook: Cengage The Pharmacy Technician 4th, with MindTap Ed. 9780357371985
***See Course prerequisites and requirements on the healthcare requirement chart**

6:00 pm-9:00 pm	Seated every Sat.	Mar. 8 - June 21	\$192.25	240hrs.	50320	WCC
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First night 5:00 pm-9:00 pm

BEAUFORT DIGITAL BRIDGE


FREE tutoring on computers, smartphones, apps, social media, and so much more! No experience is necessary, and you are not required to be a Beaufort CCC student to receive services. Ages 16+ eligible. Rental laptops and internet hotspots are available for free!

Digital Navigator Services - in-person 1:1 tutoring or groups of up to 3 people.

Digital Literacy Class - in-person instruction available Tuesdays and Thursdays from 1:00 - 2:30 pm on the BCCC campus in the Continuing Education Building 8.

We also provide both services by appt. on-campus OR off-campus at churches, senior centers, community locations, etc. during the day OR evening. Learn more at our webpage, www.beaufortccc.edu/digitalbridge. Call (252) 940-6325 and leaving a message.

Computer Basics for Seniors

 Human Resource Development and WorkForce Initiative program offers digital literacy skills and training to improve digital inclusion in North Carolina. Digital literacy will provide students with the functional skills needed to seek, obtain and sustain employment. It will also provide skills if you are feeling left behind by technology. As a Northstar Digital Literacy provider, students will receive certificates and badges as they are prepared with the technical skills needed for post secondary employment or just to increase your knowledge in today's world with the ever changing technology. Instruction will focus on computer skills basic operation, keyboarding, email and internet skills, Windows operating system and technology based job searches. Scholarship Eligible

9:00 am – 11:00 am	Thur.	Feb. 13	\$70 (free w/ waiver)	2 hrs.	50473	Washington County Senior Center
9:00 am – 11:00 am	Thur.	Apr. 10	\$70 (free w/ waiver)	2 hrs.	50475	Washington County Senior Center



Hyde County Davis Center


33460 US Highway 264
Engelhard, NC 27824

Would you like to be added to our email list to receive course information about upcoming BCCC classes and services in Hyde County? Call 252-940-6231 or email chanta.rickard@beaufortccc.edu.

BCCC COVERS THE COST OF TRANSPORTATION VOUCHERS FOR GED TESTING AND TRANSPORTATION THROUGH HYDE COUNTY TRANSIT. CALL 252-940-6370 FOR A VOUCHER AND 252-926-1637 FOR A RIDE.

COLLEGE & CAREER READINESS

Adult Basic Education and High School Equivalency

 The Adult Basic Education (ABE) program supports the development of reading comprehension, mathematical reasoning and computation, and language and writing skills at pre-high school levels. This is designed to lay the foundation for those students who will go on to seek a high school equivalency credential.

The High School Equivalency (HSE) Preparation program offers instruction in all areas relevant to official high school equivalency credential tests. Classes have been aligned to the common core standards adopted by the state of North Carolina. Instruction for College and Career Readiness programs is available at all Beaufort County Community College campuses. HSE prepares students to take either Pearson Vue's GED or ETS HiSET exams. Scholarships are available for High School Equivalency testing.

9:00 am – 1:00 pm

Tues. & Thur.

Free

HCDC



THE INTERNET CAN EMPOWER YOU! CROSS THE BRIDGE TO DIGITAL CONFIDENCE. THIS PROGRAM OFFERS FREE LAPTOP AND INTERNET HOTSPOT RENTALS! CALL 252-940-6325 TO GET STARTED.


The Beaufort Digital Bridge program at Beaufort CCC offers FREE tutoring on computers, smartphones, apps, social media, and so much more! No experience is necessary, and you are not required to be a Beaufort CCC student to receive services. Ages 16+ eligible. We have hired two additional full-time staff to make our services more accessible!

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We also provide both services by appt. on-campus OR off-campus at churches, senior centers, community locations, etc. during the day OR evening. Learn more at our webpage, www.beaufortccc.edu/digitalbridge. Schedule your FREE appointment today by emailing BeaufortDigitalBridgeProject@live.beaufortccc.edu or by calling (252) 940-6325 and leaving a message!

Digital Literacy: Computer Basics

 Human Resource Development and Workforce Initiative program offers digital literacy skills and training to improve digital inclusion in North Carolina. Digital literacy will provide students with the functional skills needed to seek, obtain and sustain employment. It will also provide skills if you are feeling left behind by technology. Instruction will focus on computer skills basic operation, keyboarding, email and internet skills, Windows operating system and technology-based job searches.

9:00 am – 11:00 am	Mon., Wed.	Jan. 27 & 29	\$70 (free w/ waiver)	4 hrs.	50248	Hyde Davis Center
6:00 pm–8:00 pm	Tues., Thur.	Feb. 25 & 27	\$70 (fee w/ waiver)	4 hrs.	50250	Hyde Davis Center
9:00 am – 11:00 am	Mon., Wed.	Mar. 24 & 26	\$70 (free w/ waiver)	4 hrs.	50249	Hyde Davis Center
6:00 pm–8:00 pm	Tues., Thur.	Apr. 22 & 24	\$70 (fee w/ waiver)	4 hrs.	50251	Hyde Davis Center

Computer Basics for Seniors

 Human Resource Development and WorkForce Initiative program offers digital literacy skills and training to improve digital inclusion in North Carolina. Digital literacy will provide students with the functional skills needed to seek, obtain and sustain employment. It will also provide skills if you are feeling left behind by technology. As a Northstar Digital Literacy provider, students will receive certificates and badges as they are prepared with the technical skills needed for post secondary employment or just to increase your knowledge in today's world with the ever changing technology. Instruction will focus on computer skills basic operation, keyboarding, email and internet skills, Windows operating system and technology based job searches.

9:00 am – 11:00 am	Thur.	Jan. 16	\$70 (free w/ waiver)	2 hrs.	50472	Hyde County Senior Center
9:00 am – 11:00 am	Thur.	Mar. 13	\$70 (free w/ waiver)	2 hrs.	50474	Hyde County Senior Center


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A majority of our classes can be viewed as a live webinar or a live stream of an on-campus SBC workshop. See the workshop lineup for subject matter!

Advanced Canva for Small Business Owners

 On Campus Only Canva is a graphic design platform, used to create social media graphics, presentations, posters, documents and other visual content. This App includes easy to use templates that give small business owners the ability to create custom, advertising and marketing collateral that has a professional look! You should have a basic knowledge of Canva to get the most out of this class. We will be exploring more advanced features of this platform. [Register online.](#)

1:30 pm–3:30 pm	Mon.	Apr. 7	Free	2 hrs.	Hyde Davis Center
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Using Facebook to Build Your Business

 On Campus Only. Learn the basics of how to use Facebook to build your business. Find out how to use Meta business to effectively manage your social media strategy and streamline your marketing efforts. [Register online.](#)

4:00 pm–6:00 pm	Mon.	Apr. 7	Free	2 hrs.	Hyde Davis Center
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Seed & Sow Pitch Contest

The Seed & Sow Pitch Contest is back for 2025! This is a small business learning and planning process culminating in a “pitch contest”, where qualifying entrepreneurs compete to win cash awards to help fund their small business startup or expansion idea! Qualifying contestants will be required to complete one of our FREE full day Seed & Sow Contest Workshops and attend two (1-hour) counseling sessions with the BCCC SBC Director. Contestants will complete a basic business plan during this process and are expected to register their business with the NC Secretary of State. Register for a Seed & Sow Contest Workshop for more details. The contest will take place on Apr. 12, 2025 with workshops & counseling already underway. Only open to Beaufort, Hyde, Tyrrell, and Washington County entrepreneurs. Past contestants are permitted to participate! Our 2025 sponsors include NACCE (National Association of Community College Entrepreneurship), Beaufort County Economic Development, and Wells Fargo Bank.

Small Business Core Curriculum


Students who complete a classes in each of the small business topics will receive a certificate of completion.

How to Start an LLC

 On Campus Only. Forming a limited liability company (LLC) can be a wise choice for small business owners, entrepreneurs, freelancers, and independent contractors who want to obtain liability protection and certain tax advantages. In this 2-hour introductory class, you'll learn the basics of what an LLC is, why forming an LLC may benefit you, the steps for forming an LLC in North Carolina, and some common questions and concerns. **Topic: Formation.** [Register online.](#)


10:00 am–12:00 pm	Mon.	Jan. 13	Free	2 hrs.	Hyde Davis Center
10:00 am–12:00 pm	Thur.	Feb. 27	Free	2 hrs.	Hyde Davis Center

How to Start a Non-Profit

 On Campus Only. Launching a nonprofit organization can be a rewarding way to make a positive impact, but it requires careful planning and adherence to legal requirements. In this 2-hour introductory class, you'll gain insights into the basics of starting a nonprofit, including understanding the different types of nonprofits, the benefits and responsibilities involved, and the key steps for forming a tax-exempt nonprofit in North Carolina. Common questions and considerations around nonprofit governance, fundraising, and operations will also be covered. **Topic: Formation.** [Register online.](#)


3:00 pm–5:00 pm	Mon.	Mar. 17	Free	2 hrs.	Hyde Davis Center
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Financing Your Small Business

 On Campus Only. Jack Dugan will help you discover the most likely financing method for your business type and the fundamentals of business financing. You will also create a draft funding mix for your business, identify contacts for funding your business and assess your financial readiness and the next steps for financing. **Topic: Financing** [Register online.](#)

12:30 pm–2:30 pm	Mon.	Jan. 13	Free	2 hrs.	Hyde Davis Center
12:30 pm–2:30 pm	Thur.	Feb. 27	Free	2 hrs.	Hyde Davis Center

Recordkeeping & Taxes for Small Business

 On Campus Only. This seminar will help you understand the financial aspects of your business. You will learn: What makes your business thrive and grow; What is a CPA and when and how you use them; How to understand financial statements and what your banker is looking for; What federal and state reports are required; If I made that much money, where is it? **Topic: Taxes.** [Register online.](#)

5:30 pm–7:30 pm	Mon.	Nov. 4	Free	2 hrs.	Hyde Davis Center
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Business Counseling

Are you thinking of starting a new business or looking to grow an existing one? BCCC Small Business Center offers free and confidential expert small business counseling services! For details, call Jack Dugan at (252) 940-6306.

To learn more or register for Small Business Center classes, scan our QR Code: Register online at www.beaufortccc.edu/sbc

ASSOCIATE DEGREE PROGRAMS



Through the Beaufort Promise, BCCC will cover tuition and fees for all the following programs for qualifying residents from Beaufort, Hyde, Tyrrell, and Washington Counties. Summer semesters and textbooks are not covered. For further information about any of these programs, including transfer opportunities or our schedule of classes for the Fall 2023 semesters, please call Admissions at 252-940-6233.

BCCC offers an array of curriculum programs across multiple disciplines and career tracks to prepare students for transfer to university or to go straight into the workforce. These programs include Certificate, Diploma, and Associate degree options for students interested in one semester, one year, or two year studies. Program areas include:

- **Agribusiness Technology**
- **Associate Degree Nursing & Practical Nursing**
- **University Transfer**
- **Automotive Systems Technology**
- **Boat Manufacture & Service**
- **Business Administration**
- **Community Spanish Interpreter**
- **Cosmetology and Manicuring Nail Technology**
- **Criminal Justice Technology**
- **Early Childhood Education**
- **Electrical Engineering Technology**
- **Emergency Medical Science**
- **Human Services Technology**
- **Information Technology**
- **Mechanical Engineering Technology**
- **Medical Laboratory Technology**
- **Office Administration & Medical Office Administration**
- **Teacher Prep**
- **Welding Technology**

The following pages only highlight some of the above programs. If you would like more information about any of our program areas please contact our Office of Admissions at 252-940-6233 for additional information or visit our website at www.beaufortccc.edu/programs.

If you have any issues applying or registering, please contact Accessibility Services at 252-940-6313 and we will make accommodations. An advance notice of 72 hours may be required for some accommodations.

WANT A DEGREE THAT WORKS WITH YOUR SCHEDULE? THESE PROGRAMS CAN BE COMPLETED ENTIRELY ONLINE:

BUSINESS ADMINISTRATION
COMMUNITY SPANISH INTERPRETER
CRIMINAL JUSTICE TECHNOLOGY
EARLY CHILDHOOD EDUCATION
EMERGENCY MEDICAL SCIENCE

HUMAN SERVICES TECHNOLOGY
INFORMATION TECHNOLOGY
OFFICE ADMINISTRATION
MEDICAL OFFICE ADMINISTRATION

BCCC LESTER LIBRARY

Be Empowered by Your Library!

Did you know, the BCCC Lester Library serves faculty and students foremost BUT it is also a full-service public library that anyone is welcome to use? We offer a full selection of popular fiction, non-fiction books and movies, as well as access to computers, iPads, printing and scanning. A library card gives you power. Visit our website to make an online request for a card and we will send it to you in the mail! Want to access the dozens of databases and a myriad of resources within or resources we have from the comfort of your own home? Use your library card or your student Blackboard credentials to read eBooks, magazines and newspapers such as, The New York Times, The Wall Street Journal, Consumer Reports, or Sports Illustrated! Check out Hoopla and Overdrive/Libby streaming services. There are so many things to see and do on our website. Visit, www.beaufortccc.edu/librarycard/ to fill out an online library card application or www.beaufortccc.edu/libraryhome/ to browse the library web site.

Call the BCCC Lester Library at 252-940-6282.





Career and College Promise (CCP) offers North Carolina students a jump-start in college or in a career while still in high school. This dual-enrollment program allows eligible high school students to enroll in college classes at BCCC. Students who successfully complete college courses can earn transferable credits that count toward a degree, and best of all, those courses are free! In many cases, students can also earn dual credit—meeting their high school graduation requirements with college courses.

University transfer courses transfer to all NC public universities and many private colleges. Students can remain a part of their high school student body and participate in athletics, clubs, and activities with their high school classmates. CCP classes are offered on our campus, online, broadcast via the Information Highway, and, in some cases, on a high school campus.

Students can earn credits towards a four-year college degree, technical credential, certificate, or diploma from these program areas:

- Associate in Arts
- Associate in Science
- Associate Degree Nursing
- Agribusiness Technology
- Automotive Systems Technology
- Boat Manufacture & Service
- Business Administration
- Cosmetology
- Criminal Justice Technology
- Early Childhood Education
- Electrical Engineering
- Technology
- Human Services Technology
- Information Technology
- Manicuring/Nail Technology
- Mechanical Engineering Technology
- Medical Office Administration
- Office Administration
- Teacher Transfer
- Welding Technology

For University Transfer Pathways, students must be a high school junior or senior, have an unweighted high school GPA of 2.8, or demonstrate college readiness in English, reading, and mathematics on approved assessments or placement tests.

For Technical Education Pathways, high school freshmen & sophomores must see their high school counselor or liaison for eligibility requirements. Juniors & seniors must have an unweighted high school GPA of 2.8, or demonstrate college readiness on approved assessments or have the recommendation of their high school principal & meet the prerequisites of the career pathway.



CONTACT THE STUDENT'S HIGH SCHOOL COUNSELOR TO APPLY FOR CAREER & COLLEGE PROMISE.



MEDICAL LABORATORY TECHNOLOGY

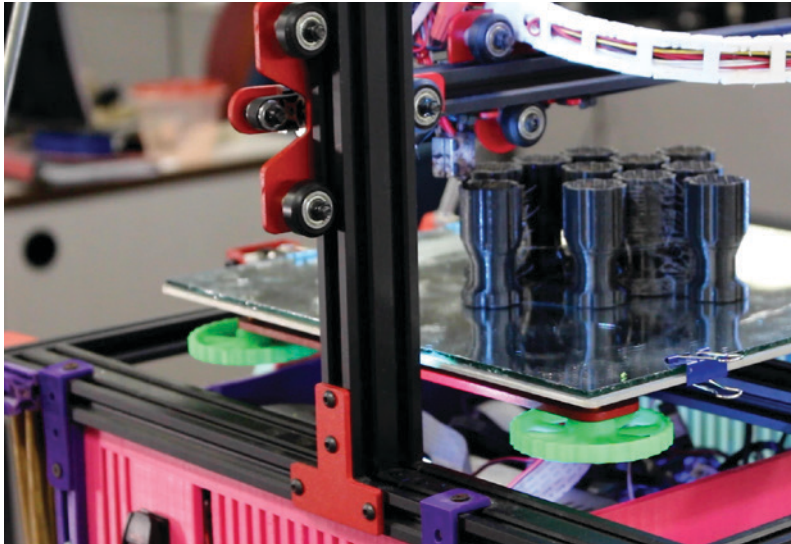


This program will provide hands-on, clinical application experiences to prepare students to perform clinical laboratory procedures that are instrumental in the maintenance of health. Laboratory technicians assist physicians in the diagnosis and treatment of diseases.

With small class sizes and dedicated instructors, students can earn an associate degree in as few as four semesters. Core courses include Clinical Chemistry, Hematology, Microbiology, Urinalysis, and Immunohematology (formerly known as Blood Bank).

Graduates may be eligible to take the examination given by the Board of Certification of the American Society for Clinical Pathology. Employment opportunities include laboratories in hospitals, medical offices, industry, and research facilities.

MECHANICAL ENGINEERING TECHNOLOGY



Mechanical engineering is all about the study of physical machines involving force and movement. As one of the broadest engineering disciplines, it combines physics, math, and materials science to design, analyze, manufacture, and maintain mechanical systems.

Our program prepares you to design, develop, build, and test mechanical components. You'll learn to create various mechanical parts, choose the best manufacturing methods, produce the components, and test them for functionality. This Design-Build-Test approach gives you hands-on experience with modern manufacturing processes. Jump start your future in mechanical engineering today!

Graduates of the program will find employment opportunities in the manufacturing or service sectors of engineering technology.

The median salary for a mechanical engineering technician in our region is \$54,700.

INFORMATION TECHNOLOGY



Ready to dive into the exciting world of technology? Our program sets you up for success as a designer, tester, support technician, system administrator, developer, or programmer. You'll work with cutting-edge software and hardware to manage information systems in fields like database services, cybersecurity, and healthcare informatics.



Through hands-on coursework, you'll master the skills to tackle real-world tech challenges. Whether you're into interactive media, network systems, programming, or information security, our curriculum has you covered. Transform your tech passion into a rewarding career!

BOAT MANUFACTURE & SERVICE



Set sail towards a rewarding career in the boat manufacturing and service industry with our Boat Manufacture & Service-Boat Construction diploma! This program offers a comprehensive education in boat design, new construction, and composite fabrication. You'll gain hands-on experience and learn how to bring boat designs to life, whether you're working on specific components or providing complete services for boats and yachts. Course work includes reading marine blueprints, lofting, constructing forms and mold-making, application of concepts and techniques in composites, marine woodworking, interior finishing, cosmetic and structural repair, and an introduction to marine systems. Dive into the world of boat building and chart your course to success!



This program introduces students to the various aspects of the free enterprise system. Students are provided fundamental knowledge of business functions, processes, and an understanding of business organizations in today's global economy.

Course work includes business concepts such as accounting, business law, economics, management, and marketing. Students will learn to apply these concepts through computer applications, communication, team building, and decision making.

Through these skills, students develop a sound business education base for lifelong learning.

BSBA Transfer to ECU

The ECU College of Business will grant BCCC graduates in the transfer pathway 60 hours of credit toward a Bachelor of Science in Business Administration (BSBA) at the university.

Through the agreement, ECU provides graduates who complete the transfer pathway guaranteed admission and acceptance of appropriate transfer hours, up to 60 credits from the AAS in Business Administration program with a minimum cumulative GPA of 2.5. Students must have at least a "C" in eight specific classes. These credit hours will include a combination of hours of general education credit, hours of elective credit, or hours of credit toward the major.

Graduates are prepared for employment opportunities in government agencies, financial institutions, and large to small business or industry. The median salary for a business manager in our region is \$39,300.

This program is offered entirely online!



The Human Services Technology program prepares students for entry-level positions in institutions and agencies which provide social, community, and educational services. Along with core courses, students take courses to prepare for specialization in specific human service areas.

Emphasis in core courses is placed on development of relevant knowledge, skills, and attitudes in human services. Fieldwork experience provides opportunities for application of knowledge and skills learned in the classroom.

Pathways:

Transfer

Graduates of this pathway can transfer to UNC-Wilmington to complete a Bachelor of Social Work either in person or online. This pathway is geared to students who not only need to be career-ready, but plan to continue their education. More courses on this pathway transfer to private and public schools versus the non-transfer pathway. Students will take higher level courses in math, English, and transferable elective courses. Students who continue with their education often pursue undergraduate degrees in social work, criminal justice, sociology, psychology, or family and community service degrees. This pathway requires completion of 66 credit hours and a 160-hour internship.

Non-Transfer

This pathway prepares students to enter the human services field as a trained professional. Courses emphasize development of relevant knowledge, skills, and attitudes in human services. A 160-hour internship provides opportunities for application of knowledge and skills learned in the classroom. This pathway requires completion of 64 credit hours and a 160-hour internship.

Graduates can work in positions in mental health, child care, family services, social services, rehabilitation, correction, and educational agencies. Graduates who continue their education may select from a variety of transfer programs at senior public and private institutions. The median salary for a human services technician in our region is \$37,400.

This program can be completed entirely online, but students must complete a 160-hour internship with an approved agency.



BCCC has several university transfer agreements that guarantee admission to the university.

Pirate Promise with East Carolina University

Guarantees ECU admission for students completing an Associate in Arts or Associate in Science degree with a 2.5 GPA or greater. Benefits include guaranteed admission, waived ECU transfer application fee, joint academic advising, joint financial aid counseling and RaiseMe micro-scholarship opportunities, ECU One Card eligibility, access to ECU libraries, and access to Here's How ECU Career Services virtual workshop series.

Pathway to Excellence with University of North Carolina Wilmington

Guarantees UNC-W admission for students completing an Associate in Arts or Associate in Science degree with a 2.5 GPA or greater. Benefits include guaranteed admission and joint academic advising.

Bachelor of Social Work with UNC-Wilmington

Graduates of this Humans Services Technology pathway can transfer to UNC-Wilmington to complete a Bachelor of Social Work either in person or online. This pathway who plan to continue their education. It requires completion of 66 credit hours and a 160-hour internship.

BSIT-Bachelor of Science in Industrial Technology with East Carolina University

Apply up to 60 hours of NCCCS equivalent coursework into the Bachelor of Science in Industrial Technology (BSIT) Transfer Program at ECU. Students who are admitted into the university are automatically declared into the BSIT if they have or will have a qualifying AAS degree. Guarantees ECU admission for students completing an Associate in Applied Science with a 2.5 GPA or greater. Benefits include joint academic advising, access to ECU libraries, and access to Here's How ECU Career Services virtual workshop series.

WHY START AT BEAUFORT CCC?

Every year, we send students to universities such as East Carolina University, UNC-Wilmington, North Carolina State University, Elizabeth City State University, and UNC-Chapel Hill.

Cost Savings

Many of our students from our service area (Beaufort, Hyde, Tyrrell, and Washington Counties) will qualify for the Beaufort Promise Scholarship in addition to the federal Pell Grant, which is money that they do not need to pay back, so they will **not have to pay anything for tuition and fees**. The Next NC Scholarship can help cover costs for students outside of our service area. We connect students to private scholarships that can help cover the cost of textbooks.

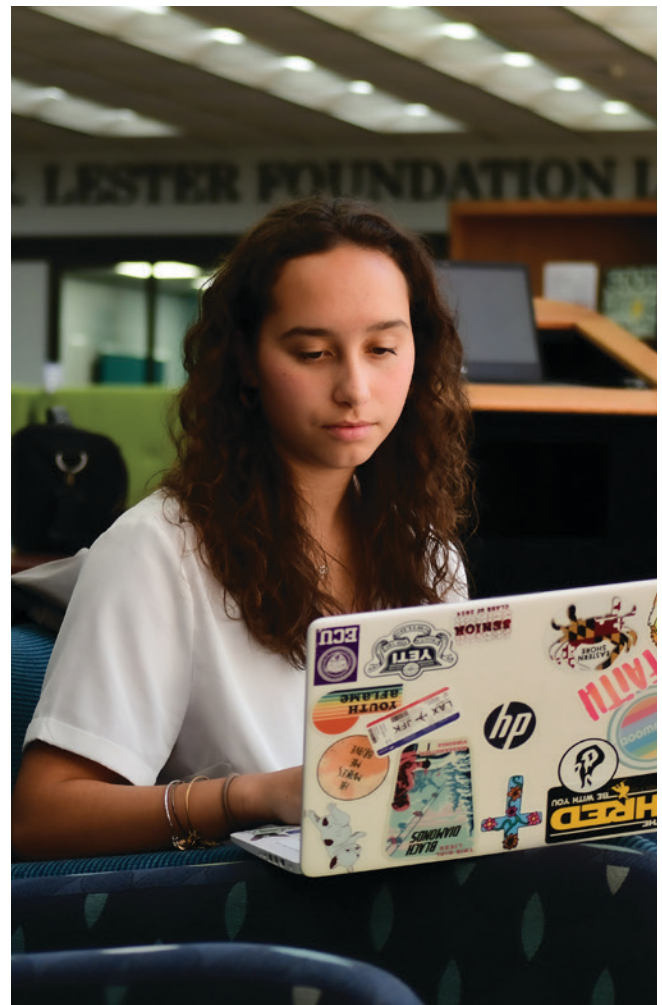
Transfer Success

According to the North Carolina Community College System, students who transferred during 2021-2022 academic year from us fared better than all but six other community colleges in the state. The rankings look at whether students who left the college with 30+ credit hours and went on to a university were still enrolled or graduated from the university a year later. In the case of students who graduated with a full associate degree, 96.3% of them were still at their universities a year later.

College Transfer classes here are also smaller (14:1 student to faculty ratio vs. 17:1 East Carolina University, according to U.S. News), which helps students do better academically by:

- Building stronger relationships with their teachers
- Encouraging students to engage and participate more
- Allowing for more individualized attention
- Providing detailed feedback and guidance

Even in online classes, when individualized attention can seem harder to deliver, the college trains its instructors to teach online and six faculty members have won awards for their online course designs.



Who to Contact for Continuing Education?

For general questions call 252-940-6375 or email continuingeducation@beaufortccc.edu.

Dr. Stacey Gerard

Vice President of Continuing Education
252-940-6241

Michelle Gardner

Registration & Records Clerk
252-940-6375

Sandy Berry

Scholarships & Sponsorship Specialist
252-940-6370

Brenda Bertrand

Registration & Records Specialist
252-940-6299

Kendra Mizell

Registration & Records Director
252-940-6349

Pam Hodges

Class Visitation Clerk
pam.hodges@beaufortccc.edu

College & Career Readiness

Penelope Radcliffe

Director of College & Career Readiness
252-940-6298

Emily Reames

CCR Data & Program Support Specialist
252-940-6325

Cassandra Elliott

Chief High School Equivalency Examiner
252-940-6209

Hyde County Davis Center

Chanta Gibbs Rickard

Regional Centers Coordinator
252-940-6231

Public Safety

Ray Harris

Director of Fire & E.M. Training
252-940-6363

Jonathan Patterson

Coordinator of Fire & E.M. Training
252-940-6363

Tobby Wainwright

Coordinator of Fire & EM Online Learning
tobby.wainwright@beaufortccc.edu

Billy Respass

Director of EMS
252-940-6468

Cliff Hales

Director of Law Enforcement Training
252-940-6405

Todd Alligood

BLET Coordinator
252-940-6228

Cathy Fox

Law Enforcement Admin. Assistant
252-940-6228

Healthcare

Jackie Butcher

Director of Healthcare Programs
252-940-6263

Jane Sobotor

American Heart Association Coord.
jane.sobotor@beaufortccc.edu

Washington County Center

Chanta Gibbs Rickard

Regional Centers Coordinator
252-940-6245

Personal Enrichment

Clay Carter

Dir. of Personal Enrich. & Reg. Center
252-940-6357

Business & Industry Services

Casey Langley

Coord. of HRD & Workforce Initiatives
252-940-6307

Debra Latham

Testing Labs & Prog. Support Assistant
debra.latham@beaufortccc.edu

Dr. Justin Rose

Director of Industry Training
252-940-6262

Jack Dugan

Director of Small Business Center
252-940-6306

Katelyn Thomas

Small Business Center Prog. Assistant
252-940-6296

Sara Watson

Dir. of Cust. Training & Apprenticeships
252-940-6311

Ben Poulin

UAS & Industry Training Coordinator
252-940-6408

Beaufort Digital Bridge

Beverly Bower

Digital Navigator
beverly.bower@beaufortccc.edu

Crystal Miller

Digital Literacy Instructor
crystal.miller@beaufortccc.edu

Who to Contact for Academic Programs?

Our associate degree staff is here to help!

Dr. Lisa Hill

Vice President of Academic Affairs
252-940-6417

Ben Morris

Dean of Business, Tech. & Public Services
252-940-6374

Dr. Kent Dickerson

Director of Nursing & Allied Health
252-940-6425

Amanda Stevens

Dean of Arts and Sciences
252-940-6223

Admissions Office

252-940-6237

Advising Center

252-940-6353

Disclaimer

This schedule listing should not be considered a contract between Beaufort County Community College and any student. Errors may occur in preparing for publication. Changes may be necessary for various reasons. A minimum enrollment may be required to offer a course or continue a sequence of courses. Tuition and fees are subject to change by the State Legislature. There may be changes in the class schedule for inclement weather. If changes are necessary, an effort will be made to inform the students who are preregistered or enrolled.

Family Educational Rights and Privacy Act (FERPA)

The Family Educational Rights and Privacy Act (FERPA) (20 U.S.C. § 1232g; 34 CFR Part 99) is a Federal law that protects the privacy of student education records. The law applies to all schools that receive funds under an applicable program of the U.S. Department of Education. For more information, please visit this link:

www.beaufortccc.edu/about/family-educational-rights-and-privacy-act



BEAUFORT

COUNTY COMMUNITY COLLEGE

US Hwy. 264 East
Washington, NC 27889



Beaufort County Community College is a public, comprehensive community college that provides open-door access to university transfer, workforce development, and life-long learning programs for the people of Beaufort, Hyde, Tyrrell, and Washington Counties.

BCCC maintains an open door admissions policy. This policy provides admission to any person who has reached the age of 18 or whose high school class has graduated. High school student applicants 16 years of age or older may be admitted into credit and continuing education courses in accordance with the dual enrollment policies adopted by the state. Applicants are admitted regardless of race, gender, age, religion, national origin, disability or political affiliation.

Accreditation

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

Medical Laboratory Technology Program Accreditation

The Beaufort County Community College Medical Laboratory Technology Program is accredited by the National Accrediting Agency for Clinical Laboratory Sciences (NAACLS), 5600 N. River Road, Suite 720, Rosemont, IL, 60018.

Basic Law Enforcement Training Accreditation

The Beaufort County Community College Basic Law Enforcement Training Program is accredited by the Criminal Justice Standards Division of the North Carolina Department of Justice, PO Drawer 149, Raleigh, NC 27602.



BCCC

BEAUFORT COUNTY
COMMUNITY COLLEGE

5337 Highway 264 East, Washington, NC 27889 •

252-946-6194

100 NC Hwy 32 North, Roper, NC 27970 •

252-940-6425

33460 US Highway 264, Engelhard, NC 27824 •

252-940-6231

www.beaufortccc.edu

We release schedules for Spring, Summer and Fall. To join our mailing list to receive a copy of our BCCC Course Schedule, call 252-940-6375 or visit www.beaufortccc.edu/maillsubscription to be added.

To join our email newsletter list for regular updates from the BCCC Continuing Education Division, call 252-940-6375 or visit www.beaufortccc.edu/conedemail and request to be added.

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