



2018 Fall Adult Education Course Schedule

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|---|---|---|-----------------------------------|----------|
| Welding I: Introduction to Welding (40 hrs.) | September 11, 2018 thru October 16, 2018 | Tuesdays & Thursdays | 5:00pm-9:00pm | \$400.00 |
| Welding II: Intermediate Welding (40 hrs.) | October 23, 2018 thru November 27, 2018 | Tuesdays & Thursdays | 5:00pm-9:00pm | \$400.00 |
| Introduction to Microsoft Excel (6 hrs.) | September 11 & 13, 2018 Or October 9 & 11, 2018 | Tuesday & Thursday | 5:30pm-8:30pm | \$149.00 |
| Advanced Microsoft Excel (6 hrs.) | November 6 & 8, 2018 | Tuesday & Thursday | 5:30pm-8:30pm | \$129.00 |
| Microsoft Word (6 hrs.) | October 23 & 25, 2018 | Tuesday & Thursday | 5:30pm-8:30pm | \$129.00 |
| PENNDOT® Safety Inspection Certification Course (17 hrs.) | September 10, 11, 13, & 15, 2018 Or November 12, 13, 15, & 17, 2018 | Monday, Tuesday, Thursday & Saturday | 5:00pm-9:00pm & 7:00am-Noon | \$159.00 |
| Basic Blueprint Reading (12 hrs.) | October 2, 4, & 9, 2018 | Tuesdays & Thursdays | 5:00pm-9:00pm | \$129.00 |
| CPR/AED Heart Saver® (4 hrs.) | September 26, 2018 Or November 7, 2018 | Wednesday | 5:00pm-9:00pm | \$65.00 |
| ServSafe® Manager's Course (9 hrs.) | October 8, 9, & 15, 2018 | Mondays & Tuesdays | 4:30pm-7:30pm | \$179.00 |
| Basic Computer Usage (8 hrs.) | September 17 & 19, 2018 Or November 5 & 7, 2018 | Monday & Wednesday | 5:00pm-9:00pm | \$89.00 |
| Digital Media Basics (8 hrs.) | October 1 & 3, 2018 | Monday & Wednesday | 5:00pm-9:00pm | \$89.00 |
| Graphic & Web Design Basics (12 hrs.) | October 22, 24, & 29, 2018 | Mondays & Wednesdays | 5:00pm-9:00pm | \$129.00 |
| Wilton® Cake Decorating I (7.5 hrs.) | September 17, 24, & 27, 2018 | Mondays & Thursdays | 5:30pm-8:00pm | \$70.00 |
| Wilton® Cake Decorating II (7.5 hrs.) | October 22, 25, & 29, 2018 | Mondays & Thursdays | 5:30pm-8:00pm | \$70.00 |
| Wilton® Cake Decorating III (7.5 hrs.) | November 12, 15, & 19, 2018 | Mondays & Thursdays | 5:30pm-8:00pm | \$70.00 |
| Basics of Chocolate Candy Making (3 hrs.) | October 15, 2018 | Monday | 5:30pm-8:30pm | \$55.00 |



Adult Education Department

814-653-8265 ext. 182

or email

To learn more, visit us online at www.jefftech.info

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