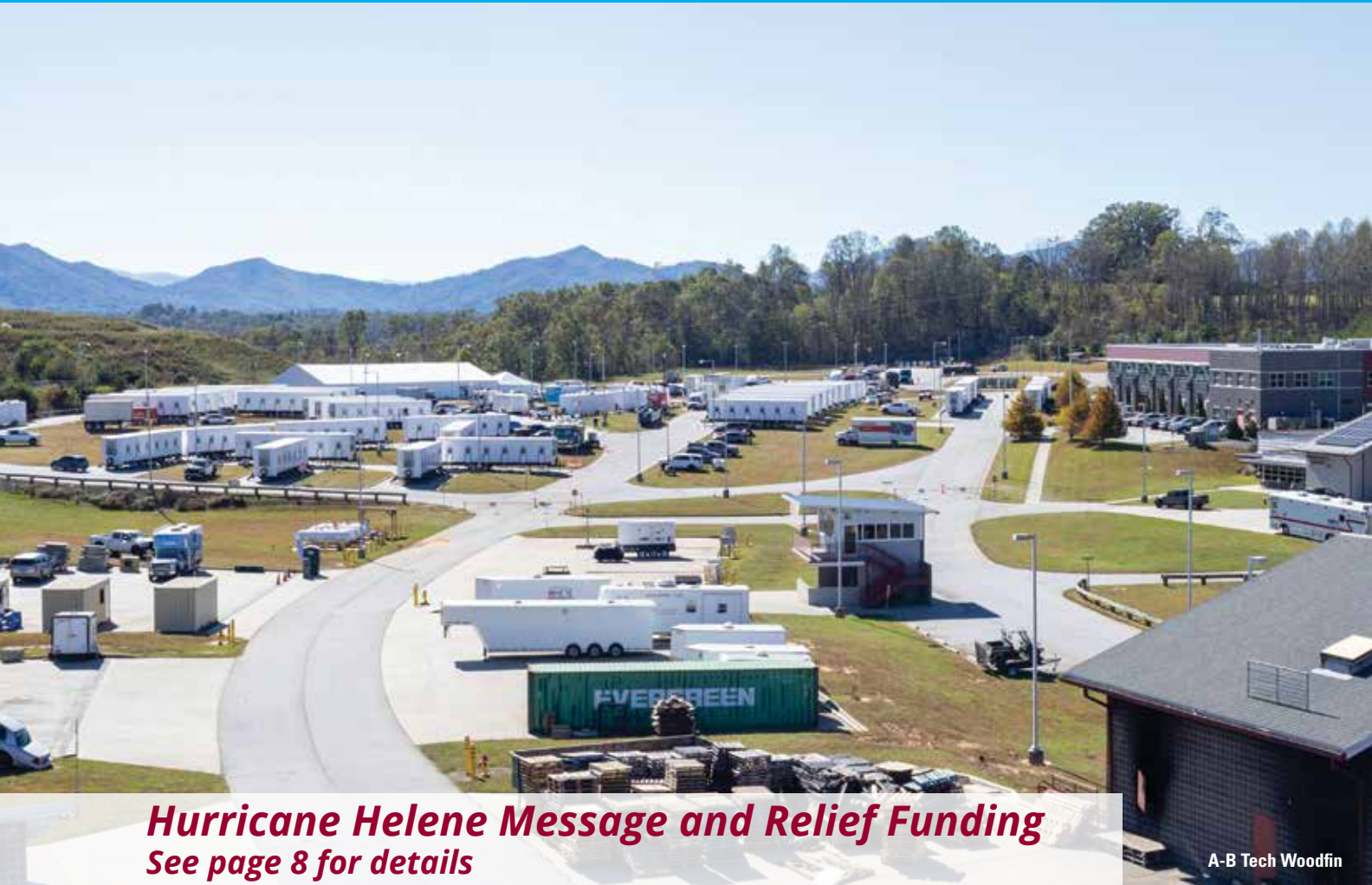


# CONTINUING EDUCATION | Class Schedule



***Hurricane Helene Message and Relief Funding***  
***See page 8 for details***

A-B Tech Woodfin

ASHEVILLE • ENKA • MADISON • WOODFIN • TRANSFORMATION VILLAGE • GOODWILL

828-398-7903 • [abtech.edu](http://abtech.edu)

# Table of Contents

abtech.edu/ce

Registration information, page 5. Register early!

828-398-7903

## Schedule Spans August - December

<b>General Information</b>	<b>3</b>
Financial Assistance	3
Registration Form	4
Registration Information	5
Financial Assistance	6
Directory	7
Letter from Vice President	8
New Classes	8
<b>Community Enrichment</b>	<b>9</b>
Art	9
Creative Writing	11
Food & Beverage	11
Home & Garden	11
Languages	12
Motorcycle Safety	14
Music & Dance	15
Recreation	15
<b>Online</b>	<b>16</b>
<b>Advanced Manufacturing</b>	<b>20</b>
<b>Automotive</b>	<b>24</b>
<b>Computer Training</b>	<b>25</b>
<b>Business &amp; Hospitality Training</b>	<b>26</b>
<b>A-B Tech Woodfin Emergency Services</b>	<b>27</b>
<b>Healthcare Services</b>	<b>29</b>
<b>Certifications</b>	<b>32</b>
<b>Job Preparedness</b>	<b>34</b>
<b>A-B Tech &amp; Partnerships</b>	<b>40</b>
<b>Workforce Training</b>	<b>41</b>
<b>A-B Tech Barber Academy</b>	<b>44</b>
<b>A-B Tech Enka - BioNetwork</b>	<b>45</b>
<b>A-B Tech Enka - Entrepreneurship</b>	<b>46</b>
<b>Transitional Studies</b>	<b>51</b>
<b>A-B Tech Madison</b>	<b>54</b>
<b>Campus Maps</b>	<b>56</b>
<b>Index</b>	<b>58</b>

## For General Information

**Call:**  
**828-398-7903**



**E-mail:**  
[conedregistration@abtech.edu](mailto:conedregistration@abtech.edu)



**What's new?**



**Online**  
[abtech.edu/](http://abtech.edu/)  
**Coned-Registration**



- Community Enrichment**
- Entrepreneurship**
- Healthcare Services**
- Automotive**
- Certifications**
- Online**
- Advanced Manufacturing**
- Computer Training**
- Workforce Training**
- A-B Tech Madison**
- Job Preparedness**
- A-B Tech Barber Academy**
- Transitional Studies**
- A-B Tech & Partnerships**
- Business & Hospitality Training**
- A-B Tech Woodfin Emergency Services**
- NC BioNetwork**

## Books

Because of the high cost of books, we only have students purchase textbooks when they are essential. Students should bring the book with them to the first class.

Textbooks can be purchased at the Asheville campus. Hours for the Asheville campus are 9 a.m. to 6 p.m. Monday through Thursday and on Friday from 9 a.m. to 5 p.m. Books are available at A-B Tech Madison for classes scheduled at that campus only. Hours for A-B Tech Madison are 8 a.m. to 6:30 p.m. Monday through Thursday and on Friday from 8 a.m. to 5 p.m. For textbook title and cost, go to [bookstore.abtech.edu/college](http://bookstore.abtech.edu/college).

## Disclaimer

This schedule listing should not be considered a contract between Asheville-Buncombe Technical 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.

## Nondiscrimination Policy

The A-B Tech Board of Trustees and administration are fully committed to encouraging and sustaining a learning and work environment that is free from prohibited discrimination. The College does not practice or condone discrimination based on race, color, national origin, religion, sex, sexual orientation, gender identity or expression, pregnancy, disability, genetic information/medical history, age, political affiliation or veterans' status in the administration of any of its academic programs and employment practices.

For inquiries or allegations concerning possible discrimination or harassment related to sex, sexual orientation, gender identity or expression, or pregnancy, contact the following office: Director of Title IX Compliance, 340 Victoria Road, Asheville, NC 28801, (828) 398-7932.

For all other inquiries or allegations concerning possible discrimination or harassment, please contact the following office: Vice President for Student Services, 340 Victoria Road, Asheville, NC 28801, (828) 398-7146.

## Support Services

Individuals with disabilities (as defined in the Americans with Disabilities Act of 1990, "ADA") who wish to make a request for reasonable accommodation, auxiliary communication aids or services, or materials in alternative accessible formats should contact the Services Counselor in the K. Ray Bailey Student Services Center or call 828-398-7141 or contact [supportservices@abtech.edu](mailto:supportservices@abtech.edu).

## New Teachers: New Classes

Do you have a new class you would like to propose for consideration in a future schedule? If you are enthusiastic and knowledgeable about your subject and can communicate to a variety of people, we would like to hear from you. Email Deborah Wright at [deborahdwright@abtech.edu](mailto:deborahdwright@abtech.edu) for a Course Proposal Form to be submitted for each class you are proposing. The form(s) must be submitted electronically and cannot be mailed.

## Tobacco Free Campus

It is the policy of the Board of Trustees that Asheville-Buncombe Technical Community College provide students and employees with a safe and healthy environment. No form of tobacco, e-cigarette, or vaporizing device usage is permitted on A-B Tech's campuses, sites, or at College-affiliated activities and events.

## Weapons On Campus Policy

The Board of Trustees prohibits the use or possession of any weapons on A-B Tech property or at any College sponsored activities or events except handguns as allowed by NC GS §14-269.4. Handguns are permitted under these circumstances:

- The person has a concealed handgun permit that is lawfully issued.
- The handgun is in a closed compartment or container within the person's locked vehicle.
- The handgun is in a locked container securely affixed to the person's vehicle.
- A person may unlock the vehicle to enter or exit the vehicle provided the handgun remains in the closed compartment at all times.
- The vehicle is locked immediately following the entrance or exit.

The above criteria do not apply to persons and/or situations outlined in GS §14-269, such as sworn law enforcement officers.

Any person found to be in violation of this policy shall be disciplined at the discretion of the A-B Tech administration. Additionally, any person found to be in possession of any weapon will be charged under State law with a misdemeanor or a felony, as stipulated by GS §14-269.2(b) and §14-269.2(c). Upon conviction, a person will be adjudicated at the discretion of the court.



## How to Register:

**Online is the easiest way to register!**  
**Visit [abtech.edu/coned-registration](http://abtech.edu/coned-registration)**  
**to search for your class or classes.**

If you have questions regarding registration, please email [conedregistration@abtech.edu](mailto:conedregistration@abtech.edu).

### Other ways to register:

#### Mail

Complete the continuing education registration form on page 4 and mail with your check or money order to: (Payment should include all fees listed for each course.)

CE Cashier  
A-B Tech  
340 Victoria Road  
Asheville, NC 28801

#### Register early!

Students are not registered to class until payment is received. If a class fills, a waiting list will be maintained for an additional or future class.

**There is a returned check fee of \$25.**

Programs, classes and services offered at the Small Business Center, Business Incubation and the BioNetwork are open, as usual, in the TCC/SBC building. See pages 58-67 for program information.

#### In-Person

Complete the continuing education registration form on page 4 and bring with your payment (check, cash, money order or credit card) to one of two locations:

Asheville Campus  
Ferguson Center for Allied Health and  
Workforce Development (AHWD),  
Suite 440, 4th Floor Offices:  
Monday through Friday,  
between 8:30 a.m. – 4:30 p.m.  
10 Genevieve Circle  
Asheville, NC 28801  
See Map pg. 79, #24, for directions

A-B Tech Madison  
Mondays through Thursdays,  
between 8 a.m.- 6:30 p.m.  
Fridays,  
8 a.m.- 5 p.m.  
Lobby, Ramsey Building  
4646 US 25-70  
Marshall, NC 28753

**Student Accident Insurance:** A group policy, providing accident insurance protection, is maintained by the College and continuing education students are required to subscribe to such coverage. The only exception is for students taking only online courses. The cost of accident insurance to the student is a maximum of \$2.00.

**Refund Policy:** As established by the NC State Board of Community Colleges, a refund shall be made under the following circumstances: 1) If a student officially withdraws prior to the first class meeting, the student will receive a 100% refund (Motorcycle Safety is excluded); 2) If a class is canceled due to insufficient enrollment, a student will receive a 100% refund; 3) A 75% refund will be issued (Self-Supporting classes with prefixes CSP and SEF are excluded) if the student officially withdraws prior to or on the 10 percent point of the scheduled hours of class; 4) No refund will be made after the 10 percent point of the class; 5) The insurance, technology and supply/lab fees are refundable only if a class is canceled or the student drops before the class begins; 6) There will be a minimum of three to four weeks to process refunds.

**Student Eligibility:** Continuing education course offerings are designed for adult learners. In special cases, 16- and 17-year-olds will be considered when there is available space in the class.

## Financial Assistance

You may be eligible for financial assistance through one of the following programs:

- **A-B Tech Foundation**, Email: [Catherineredwine@abtech.edu](mailto:Catherineredwine@abtech.edu)
- **Workforce Innovation and Opportunities Act (WIOA)**,  
Email: [carlacrewsmcgirt@abtech.edu](mailto:carlacrewsmcgirt@abtech.edu)
- **Finish Line Grant**, Email: [Catherineredwine@abtech.edu](mailto:Catherineredwine@abtech.edu)
- **Skills Training & Employment Program (STEP)**,  
Please visit: <https://abtech.edu/step>
- **State Employees' Credit Union (SECU)**, Email: [Catherineredwine@abtech.edu](mailto:Catherineredwine@abtech.edu)
- **Golden Leaf Foundation (Madison, Buncombe, Yancey County Residents)**  
Email: [sherrijdavis@abtech.edu](mailto:sherrijdavis@abtech.edu)

Must enroll in Nurse Aide I and II;  
Electronic Health Records; Ophthalmic Assisting;  
EMT-Intermediate;  
or Basic Firefighter Indoctrination Training (BFIT) programs.



### Goodwill Skills Training Funding A-B Tech:

- Continuing Education Courses
- Certificate Programs

Email: [Annabelle Almeida, aalmeida@goodwillnwno.org](mailto:AnnabelleAlmeida@aalmeida@goodwillnwno.org) or  
call: 828-298-9023 x11161





<b>Director, Workforce Continuing Education</b> .....	<b>828-398-7925</b>
<b>Administrative Assistant, Workforce Development Continuing Education</b> .....	<b>828-398-7934</b>
<b>Coordinator, Business Development</b> .....	<b>828-398-7343</b>
<b>Coordinator, Occupational &amp; Skilled Trades</b> .....	<b>828-398-7924</b>
<b>Coordinator, Human Resources Development</b> .....	<b>828-398-7334</b>
<b>Coordinator, A-B Tech Barber Academy</b> .....	<b>828-398-7609</b>
<b>Associate Director, Health Occupations</b> .....	<b>828-398-7960</b>
<b>Administrative Assistant, Health Occupations</b> .....	<b>828-398-7878</b>
<b>Lead Case Manager &amp; Coordinator, Workforce Innovation and Opportunity Act (WIOA)</b> .....	<b>828-772-0787</b>
<b>NC Works Career Center</b> .....	<b>828-251-6200</b>
<b>Director, Economic &amp; Workforce Development</b> .....	<b>828-398-7295</b>
<b>Coordinator, Advanced Manufacturing Programs</b> .....	<b>828-398-7763</b>
<b>Administrative Assistant, Economic &amp; Workforce Development</b> .....	<b>828-398-7760</b>
<b>Coordinator, Customized Training</b> .....	<b>828-398-7362</b>
<b>Coordinator, Aerospace Manufacturing</b> .....	<b>828-398-7931</b>
<b>Executive Director, Small Business Center</b> .....	<b>828-398-7949</b>
<b>Associate Director, Small Business Center</b> .....	<b>828-398-7951</b>
<b>Director, Community Enrichment Programs</b> .....	<b>828-398-7134</b>
<b>Senior Director, Industry Training for Food Beverage &amp; BioNetwork</b> .....	<b>828-782-2323</b>
<b>Program Coordinator, Industry Training</b> .....	<b>828-782-2328</b>
<b>Coordinator, Laboratory BioNetwork</b> .....	<b>828-782-2329</b>
<b>Coordinator, STEP</b> .....	<b>828-398-7948</b>
<b>Career Navigator</b> .....	<b>828-398-7581</b>
<b>Coordinator, Fire Protection Services</b> .....	<b>828-782-2139</b>
<b>Coordinator, Emergency Medical Services</b> .....	<b>828-782-2623</b>
<b>Coordinator, Law Enforcement Training</b> .....	<b>828-782-2319 or 828-782-2841</b>

## Letter from the Vice President: Deborah Bailey



This is probably the most challenging message I have composed since I arrived at A-B Tech in January of 2020. Hurricane Helene was the second major tragedy and disruption to education after COVID -19 that we have experienced in our area in the last four years. While COVID-19 had us all sheltering at home, Hurricane Helene devastated many of our shelters and homes.

Steven Covey, in his forward in *Servant Leadership* by Robert Greenleaf, states that the “deepest part of human nature is that which urges people -each of us- to rise above our present circumstances and to transcend our common nature.” While some positions come with the expectation of leadership, leadership in practice comes from many different people and doesn’t require titles. Leadership is the raised hand that says I will do that, or in the truck that pulls up unsolicited and asks where to deliver items. It is the students who organize themselves to collect goods and deliver them to neighborhoods that they don’t live in, it’s the colleague that brings lunch for everyone in the room. Leadership is the person who smiles through the exhaustion and says, you sit, I can handle this one.

Leadership is not a competition or a spotlight that screams look at me – see what I am doing. Servant leadership says that the great leader is seen as servant first (Greenleaf, 1977).

I am so impressed with the leadership actions of my colleagues and that of our students, staff and community in these difficult times. We have physically been the community’s college since September 27, hosting two shelters and EMS services on our main campus, a FEMA village at A-B Tech Woodfin, a host of disaster relief services and Marshall Town Hall offices at A-B Tech Madison, and debris removal and food distribution at A-B Tech Enka. We know that we have a long road of recovery ahead of us but know that we won’t stop raising our hand and asking what we can do to help.

To our students and partners, we are making every effort to reschedule classes that were missed, add new classes and programs that will help our community recover, and distribute disaster relief funds to help students stay on track. You are the reason we do this work.

In service,  
Deborah D. Bailey  
Vice President, Economic & Workforce Development and Continuing Education

## Disaster Relief Funds Available for Continuing Education Students!

A-B Tech is here to support you through this challenging time, and we want to help make the decision to stay in or return to school a bit easier. In that spirit, A-B Tech students are eligible to receive Emergency Scholarships funded by the Hurricane Helene Recovery Act to cover essential expenses that support continued enrollment. These funds can help with transportation, textbooks, tuition, fees, and living expenses, helping students stay on track with their educational goals.

Continuing Education students must be enrolled in an eligible program to receive scholarships. For more information, please contact **Catherine Redwine** at [catherineredwine@abtech.edu](mailto:catherineredwine@abtech.edu).





## Art

### Collage Mixed Media

This is an excellent way to be introduced to a variety of artistic processes, or to expound on your painting practice. You will apply basic collage techniques with acrylic paint, glazes, pastes and mediums to produce fascinating works of art. Bring a small bottle of Elmer's glue, brushes, acrylic paints and assorted papers such as old gift-wrap, map, and sheet music. Also bring an 8" x 10" canvas panel to the first class. The instructor will provide a complete materials list at the first class.

W, 3/12-4/9, 2 p.m. - 4:30 p.m., CSP-4531-101AR  
RM 416, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

### Drawing, Beginning

This class will give you the basic drawing skills and confidence you need to develop your abilities. Focus will be placed on the study of line, shape, design, perspective, composition and texture. Minimal drawing supplies needed. Bring pencils, erasers and a sketch pad to first class.

TH, 1/30/-2/27, 2 p.m. - 4:30 p.m., CSP-4009-103AR  
RM 417, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

TH, 1/30-2/27, 6 p.m. - 8:30 p.m., CSP-4009-104AR  
RM 416, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

### Drawing, Intermediate

You will further explore how to use shading to create the illusion of form, depth, space and light with drawing materials. Improve your confidence and expand your ability to draw shapes and expressive strokes and create visual textures of different objects. Previous drawing experience is required.

TH, 3/13-4/10, 2 p.m. - 4:30 p.m., CSP-4013-105AR  
RM 417, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

TH, 3/13-4/10, 6 p.m. - 8:30 p.m., CSP-4013-106AR  
RM 416, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

### Painting Acrylics, Beginning

Looking for a painting class for beginners where you learn basic painting techniques while exploring your creative side? Acrylic paints are vibrant, easy to use and lend themselves to beautiful spontaneous effects. You will explore color mixing and blend colors, create a range of different textures and brush strokes, and paint from photographs or objects to capture dimension. You will be amazed at what you can do. Bring two 9"x12" canvas boards to the first class and a few brushes. A complete list of materials will be provided the first day.

W, 1/29-2/26, 2 p.m. - 4:30 p.m., CSP-4029-112AR  
RM 416, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

W, 1/29-2/26, 6 p.m. - 8:30 p.m., CSP-4029-113AR  
RM 416, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

### Painting, Landscapes with Acrylics

Create harmonious landscapes in acrylic paint exploring dynamic color-mixing and confident brushwork. You will discover ways to develop a painting and expressively depict trees, skies, clouds, rivers, land and shadow. Bring the usual paint supplies (brushes/paints), canvas or canvas boards and photographs of any panoramic landscape subject to the first class.

W, 3/12-4/9, 6 p.m. - 8:30 p.m., CSP-4545-114AR  
RM 416, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

### Painting Oils, Beginning I

This course is designed for beginners who have minimal to no painting experience. You will learn the basics of handling oil paints with brushes and palette knives. This class will introduce you to color theory, value, layering, and blending. For the first class please bring a few brushes, an 11" x 14" canvas board, odorless mineral spirits, a small jar with a lid, a tube of Ultramarine Blue and Titanium White paint. As well as a small palette knife, wooden or glass palette.

M, 1/27-2/24, 6 p.m. - 8:30 p.m., CSP-4436-116AR  
RM 416, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

### Painting Oils, Beginning II

Students will further develop their painting skills through direct and indirect methods while exploring their emotional connection to what they are making and why. Please bring paints, brushes, gesso, and a canvas size of your choice to the first class.

M, 3/17-4/14, 6 p.m. - 8:30 p.m., CSP-4031-117AR  
RM 416, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

### Studio Painting: Personal Style

Are you looking to broaden your painting skills while developing your own personal style? This studio class is a great place to develop your point of view with other painters using the medium of your choice. Working from photographs or still-life, you will receive one-on-one critiques. Bring your painting supplies to the first class. This course is best suited to those who have some previous painting experience in any media.

T, 1/28-2/25, 2 p.m. - 4:30 p.m., CSP-4035-119AR  
RM 416, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

T, 3/11-4/8, 2 p.m. - 4:30 p.m., CSP-4035-120AR  
RM 416, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

### Watercolor, Beginning

Watercolor is a beautiful, accessible and fun medium. Join us in this introductory class where you will learn the fundamentals of working in watercolor. You will create transparent washes, practice glazing techniques, color mixing and capturing light and shadow. No previous experience necessary. Come prepared to paint on the first day, bring tubes of red, yellow and blue watercolor paint and a pad of 140 lb. coldpress watercolor paper. A complete list of supplies will be given at the first class.

F, 1/31-2/28, 9:30 a.m. - 12 p.m., CSP-4066-121AR  
RM 416, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

**AHWD = Ferguson Center for Allied  
Health and Workforce Development.  
10 Genevieve Circle  
See map on pg. 57, #24, for directions.**

**Watercolor, Beginning II** new

In this Beginning II Watercolor class, you will explore intermediate techniques that will inspire creativity and foster artistic expression. Focus will be on helping you to refine your brushwork, enhance your color mixing skills, and introduce you to various styles and approaches that will help you develop a unique voice in your artwork. Through demonstrations and hands-on practice, you will explore how to create depth, texture, and luminosity in your paintings. Bring your watercolor paints, brushes and supplies to the first class.

F, 3/14-4/11, 9:30 a.m. - 12 p.m., CSP-4068-122AR  
RM 416, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

**Beginning Digital and Mirrorless Photography: Mastering Modern Techniques**

Unlock the full potential of your digital and mirrorless camera in this comprehensive photography class. Get to know the features and settings of digital and/or mirrorless cameras, including ISO, aperture, and shutter speed. Learn the principles of composition and how to use natural and artificial light to enhance your photos. Whether you're a beginner looking to understand the basics or an enthusiast aiming to refine your skills, this course offers something for everyone. Join us and transform your photography skills, capturing stunning images with confidence and creativity! Bring your camera and manual to the first class.

T, 2/4-3/4, 6 p.m. - 8 p.m., CSP-4713-123AR  
RM 432, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

F, 2/7-3/7, 10 a.m. - 12 p.m., CSP-4713-124AR  
RM 432, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

**Intermediate Photography - Making Art with Your Camera** new

This new class is all about the image. Photography is art and practice of creating images by recording light. This class is for any kind of camera; DSLR, Mirrorless, SmartPhone, or Point and Shoot. We will explore styling, light and how to get the best image out of your camera. Discover and learn from professional photography, John Grover how to make art with your camera. It's all about the picture.

T, 3/18-4/8, 6 p.m. - 8 p.m., CSP-4049-125AR  
RM 432, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

F, 3/21-4/11, 10 a.m. - 12 p.m., CSP-4049-126AR  
RM 432, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

**Smartphone Photography**

Are you wondering how to get the most from your smart phone camera or tablet? Capture exciting photos with whatever you have in your pocket. Explore how to share your creations with the world. You will gain an understanding of creative design elements including light direction and quality, subject-to-camera distance, framing, point-of-view and explore how to edit digital images to improve or creatively enhance technical and design qualities. You will be amazed at the quality of the serene landscapes, stunning portraits and amazing close-ups you will create. Bring your smartphone and/or tablet to the first class. The instructor will demonstrate techniques compatible with Android and iOS (Apple) devices; class demos will be made on iOS phone and tablet.

T, 3/4-3/25, 6 p.m. - 8 p.m., CSP-4515-127AR  
RM 126, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

**Pottery - Beginning Wheel Made Easy**

This class is designed and structured for beginning students and will introduce the basic techniques involved in throwing on the potter's wheel through class demonstrations and hands-on experience. All students will begin with simple forms to learn the basic skills of centering, pulling, and trimming. Glazing and firing procedures will also be covered. Bring a towel, apron and a small notebook to the first class. Wear suitable clothes for working with clay. Beginning students only! The toolkit fee of \$15 is payable at the first class. The lab fee includes one bag of clay, glazes, and firing.

T, 3/11-4/15, 9 a.m. - 11:30 a.m., CSP-4051-129AR  
RM 108, Poplar, Asheville Campus  
Fees: Course: \$169.00, Ins: \$2.00

W, 3/12-4/16, 9 a.m. - 11:30 a.m., CSP-4051-130AR  
RM 108, Poplar, Asheville Campus  
Fees: Course: \$169.00, Ins: \$2.00

W, 3/12-4/16, 6 p.m. - 8:30 p.m., CSP-4051-131AR  
RM 108, Poplar, Asheville Campus  
Fees: Course: \$169.00, Ins: \$2.00

**Refund Policy for self-supporting classes with prefixes CSP and SEF: Students must officially drop the class before it begins to receive a refund. No refunds after the class begins.**

**Pottery - Handbuilding Pots and Planters**

This class is designed for beginning and intermediate handbuilding students. You will make all types of pots and planters including wall mounted to planters with drip trays. Explore multiple handbuilding techniques using the slab roller, extruder, and molds as well as multiple decorative techniques. The lab fee includes one 25 lb. bag of clay, glazes and firing.

F, 3/14-4/18, 9:30 a.m. - 12 p.m., CSP-4620-140AR  
RM 108, Poplar, Asheville Campus  
Fees: Course: \$169.00, Ins: \$2.00

T, 3/11-4/15, 2 p.m. - 4:30 p.m., CSP-4620-141AR  
RM 108, Poplar, Asheville Campus  
Fees: Course: \$169.00, Ins: \$2.00

T, 3/11-4/15, 6 p.m. - 8:30 p.m., CSP-4620-142AR  
RM 108, Poplar, Asheville Campus  
Fees: Course: \$169.00, Ins: \$2.00

**Pottery - Seasoned Beginners**

Have you taken a few beginning clay classes and want to understand pottery studio processes and are ready for a little more beyond beginning techniques? In this class you will still be working on the basics, but you will also broaden your knowledge of pottery forms and glazes. This is a throwing based, curriculum driven course so be ready to learn a lot and have a lot of fun. Please bring tools, towels, and a sketchbook for taking notes. The lab fee includes one bag of clay, glazes and firing.

TH, 3/13-4/17, 9 a.m. - 11:30 a.m., CSP-4551-145AR  
RM 108, Poplar, Asheville Campus  
Fees: Course: \$169.00, Ins: \$2.00

**Pottery - Intermediate Wheel**

If you can throw a cylinder or bowl with confidence, this functional intermediate wheel throwing pottery class will take your skills to the next level, while also helping to refine your existing skills, and learning to focus on form. You will explore lidded jars, pitchers and other forms in functional pottery. Students should confidently be able to center their own clay. The lab fee includes one bag of clay, glazes and firing.

TH, 3/13-4/17, 2 p.m. - 4:30 p.m., CSP-4053-147AR  
RM 108, Poplar, Asheville Campus  
Fees: Course: \$169.00, Ins: \$2.00





# Art - Creative Writing - Food & Beverage - Home & Garden

abtech.edu/ce

Community Enrichment

828-398-7369 or 828-398-7817

## Pottery - Intermediate Serving Vessels

This exciting class will focus on making open, unglazed serving dishes, and innovative ways to decorate them. Learn different and interesting ways to make distinctive forms with interesting feet and handles while working on rims. Basic wheel/throwing skills required, no beginners. The lab fee includes one bag of clay, glazes, and firing.

TH, 3/13-4/17, 6 p.m. - 8:30 p.m., CSP-4450-149AR  
RM 108, Poplar, Asheville Campus  
Fees: Course: \$169.00, Ins: \$2.00

## Stained Glass, Beginning

Come and experience the world of stained glass with a veteran stained glass artist who will teach you how to cut glass, work with copper foil, the proper way to solder, and pattern design. You will be introduced to the tools of the trade, safety procedures and protocol as well as most of the materials including various types of glass. When you complete this course, you will have several finished projects to show, as well as a mastery of the basic skills used in the craft of stained glass. We welcome all beginners from those with no experience to a very elementary knowledge. Tools and supplies will cost \$150-\$175.

T, 1/21-2/25, 6 p.m. - 8:30 p.m., CSP-4096-152AR  
RM 417, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$85.00, Ins: \$2.00

W, 1/22-2/26, 6 p.m. - 8:30 p.m., CSP-4096-153AR  
RM 417, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$85.00, Ins: \$2.00

## Stained Glass Panels, Lead Came

*"People are like stained-glass windows. They sparkle and shine when the sun is out, but when the darkness sets in; their true beauty is revealed only if there is a light from within."* Elizabeth Kubler-Ross

Do you have experience with copper foil and want to be introduced to the basics of leaded glass construction? You will explore the history of leaded glass, soldering, design, reinforcing and finishing techniques. If you have experience with leaded glass and want to improve on your skills, there will be plenty of individual instruction tailored to your skill level. You will be amazed at the pieces you will produce in this class. The first week will be a review of glass cutting skills.

T, 3/11-4/15, 6 p.m. - 8:30 p.m., CSP-4097-154AR  
RM 417, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$85.00, Ins: \$2.00

## Creative Writing

### Creative Writing I

This creative writing course will provide the opportunity for you to explore different forms of writing such as short stories, fiction, autobiographies as well as other types that will encourage you to express creativity. Strategies to avoid writer's block and new ways to uncover ideas for writing will be presented.

T, 1/28-3/4, 6 p.m. - 8 p.m., CSP-4700-157CW  
RM 431, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

### Creative Writing II

This is a follow up to Creative Writing I, where you will explore numerous types of genres as you work through the writing process and identify strengths and weaknesses as a writer. Emphasis is placed on discussion of style, techniques, and challenges for first publications. This class will improve your creativity and critical thinking skills.

T, 3/11-4/8, 6 p.m. - 8 p.m., CSP-4380-158CW  
RM 431, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

## Food & Beverage

### Cooking Like a Southerner

**new**

Dive into the rich and flavorful world of Southern cuisine with our "Cooking Like a Southerner" course. This course is designed to teach you the techniques, recipes, and cultural significance behind some of the South's most beloved dishes. From Chicken Fried Steak, Fried Okra, Fried Green Tomatoes, to Peach Cobbler and more. You will learn to cook with soul and intention, embracing the heart and history of Southern cooking. Bring a small container to take home leftovers. Wear closed toe non-slip shoes (you will be standing), bring chef knife, paring knife, spatula, peeler, wooden spoons, measuring spoons/cups. Also, bring an apron, potholder and dishtowels (cleaning your area and dishes as a group is part of the class). Recipes will be provided. Discover the charm of southern cooking with Chef Donna McCrain.

T, 3/4-3/25, 5:30 p.m. - 8:30 p.m., CSP-4712-162FB  
RM 230, Magnolia, Asheville Campus  
Fees: Course: \$115.00, Supply/Lab: \$50, Ins: \$2.00

## Home & Garden

### Cake Decorating

Whether you're a home hobbyist or an aspiring baker, cake artist Waynette Scruggs' eye for smart design will inspire you to make cakes that look as good as they taste. With nothing fancier than a pastry bag and a set of piping tips you will create elegant details that will accent your cakes to polished masterpieces. One night will be dedicated to learning all about tiered cake construction; perfect for wedding cakes. You will discover how to pipe refined designs and make flowers for any special occasion cake that calls for elegance or whimsy. Supplies needed for class will cost approximately \$50-\$60.

M, 2/3-3/10, 6 p.m. - 8:30 p.m., CSP-4320-164HG  
RM 417, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

### Beginning Interior Decorating: Transform Your Space

Discover the art of interior decorating in this engaging and hands-on class designed for beginners. Whether you're looking to refresh a single room or revamp your entire home, this course will provide you with the foundational skills and confidence to create beautiful, functional spaces. Explore the basics of design, color theory, space planning, style and trends and DIY projects. Get to know various materials, fabrics and textures to add depth and interest to your design.

M, 1/27-2/24, 6 p.m. - 8:30 p.m., CSP-4155-168HG  
RM 426, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

### Interior Decorating II

If you have basic knowledge and understanding of interior design principles, join us for this the next step on your interior decorating journey. Through hands-on projects you will further explore colors, color schemes, fabrics and textures while designing a room selecting fabrics and colors based on the room's style. Bring pictures of your rooms that need work and solutions will be provided. Brinda Caldwell, Instructor.

M, 3/10-3/31, 6 p.m. - 8:30 p.m., CSP-4164-169HG  
RM 426, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00



### Landscaping for the Homeowner

Beautiful landscapes can increase the value of your property and add to the enjoyment of your home. In this five-week class you will explore the basics of designing your home landscape, plant types, growing habits and planting basics. The instructor is a landscape designer and will guide you through these principles as well as some dos and don'ts.

W, 1/29-2/26, 2:30 p.m. - 4:30 p.m., CSP-4168-174HG  
RM 326, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

W, 1/29-2/26, 6 p.m. - 8 p.m., CSP-4168-175HG  
RM 326, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

### Medicinal Plants and Their Healing Power

For centuries our ancestors used natural remedies to relieve pain, improve physical and mental states using herbal seeds, bark, roots, flowers and foliage. Directly involve yourself in the healing process by making your own herbal remedies. Explore choosing herbs, making salves, poultices, infusions and stocking your herbal medicine cabinet.

TH, 1/30-2/13, 6 p.m. - 8 p.m., CSP-4455-177HG  
RM 417, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$75.00

### Quilting, Beginning

Quilting, an old-time Southern tradition, is recapturing its vibrancy as an art form across the country. Whether you want to make heirloom bed quilts or artful quilted wall hangings, this beginning class is for you. Learn the basics of quilting including color and design, cutting with rotary equipment, matching points and putting it all together. Complete most of a small sample quilt over the duration of the class.

M, 2/3-3/10, 2 p.m. - 4:30 p.m., CSP-4171-179HG  
RM 423, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00, Ins: \$2.00

M, 2/3-3/10, 6 p.m. - 8:30 p.m., CSP-4171-180HG  
RM 423, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00, Ins: \$2.00

### Quilting, Intermediate

This class is for those with basic quilting experience or who have taken a Beginning Quilting class. You will have fun developing your quilting skills as we explore different styles and techniques of quilt making. Sewing machines are available to use in class or bring your own. For first class, bring your Show and Tell quilting pieces. Supplies discussed at the first class.

W, 2/5-3/12, 6 p.m. - 8:30 p.m., CSP-4173-181HG  
RM 423, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00, Ins: \$2.00

### Sewing, For Complete Beginners

If you have little to no experience with a sewing machine, this class is for you. You will explore the workings and parts of a sewing machine while completing simple projects such as a small bag, apron, etc. This class will help you gain confidence with a sewing machine while completing fun projects. You may bring your sewing machine (with the manual) to the first class or use one of the classroom machines. Supplies will be discussed at the first day of class.

TH, 2/6-3/6, 2 p.m. - 4:30 p.m., CSP-4640-183HG  
RM 423, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$85.00, Ins: \$2.00

TH, 2/6-3/6, 6 p.m. - 8:30 p.m., CSP-4640-184HG  
RM 423, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$85.00, Ins: \$2.00

### Sewing, Beyond Beginners - Bags and More

This bag class is an excellent opportunity to use your sewing skills as you explore the fundamentals of bag making. Discover options for materials, design, and hardware. Learn how to customize your bag with various types of zippers, embellishments and more. You will create a one-of-a-kind bag and/or tote. A materials list will be given at the first class. This class is not suitable for beginners. You must know how to use a sewing machine and have good sewing skills.

TH, 3/20-4/17, 2 p.m. - 4:30 p.m., CSP-4140-185HG  
RM 423, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$85.00, Ins: \$2.00

TH, 3/20-4/17, 6 p.m. - 8:30 p.m., CSP-4140-186HG  
RM 423, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$85.00, Ins: \$2.00

## Languages

### French Beginning I

If you are interested in learning French for travel or the simple pleasure of speaking a romantic language, this class will give you the stepping stones. You will learn practical conversation phrases for traveling to France as well as pronunciation, sentence structure, agreement, common verbs and basic vocabulary. The emphasis will be on French culture and fundamentals for traveling scenarios. For beginners only! Textbook: Complete French All-in-One, 3rd Edition, McGraw Hill, Publisher.

M, 2/3-3/24, 2 p.m. - 4 p.m., CSP-4103-191LN  
RM 432, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

M, 2/3-3/24, 6 p.m. - 8 p.m., CSP-4103-192LN  
RM 432, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

### French Beginning II

Students must have completed French I or equivalent level. Students need to be comfortable with the agreement, the verbs of the 3 groups in the present tense, the relative pronouns and have a good reading comprehension. The future and past tenses will be studied as well as more complex grammar points that affect sentence structure. There will be plenty of opportunities to read and write and speak through in-class exercises and to expand your vocabulary. We will continue to look at French culture and traveling in France. Textbook: Complete French All-in-One, 3rd Edition, McGraw Hill, Publisher.

W, 2/5-3/26, 2 p.m. - 4 p.m., CSP-4104-193LN  
RM 451, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00



### ASL - Sign Language Beginning I

American Sign Language (ASL) is quickly becoming one of the most widely used languages in the United States. In this beginning class, be introduced to finger spelling and ASL signs, grammar, terminology and communication processes. Leave the class with a signing vocabulary of over 200 words. Textbook: Signing Illustrated.

T, 2/4-3/25, 6 p.m. - 7:30 p.m., CSP-4129-194LN  
RM 326, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

### Spanish Beginning I

This course introduces basic information for those whose family life, travel plans, or personal interest necessitates an introduction to the Spanish language and Latino culture. Students learn basic pronunciation, nouns, articles, subject pronouns, and simple present tense verb conjugation. The course focuses on simple conversation with an emphasis on primary vocabulary on selected themes. Textbook: Spanish Now! Level 1 - Eighth Edition. Course covers chapters 1-5 from the book.

T, 2/4-3/25, 2:30 p.m. - 4:30 p.m., CSP-4121-196LN  
RM 331, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

T, 2/4-3/25, 6 p.m. - 8 p.m., CSP-4121-197LN  
RM 331, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

### Spanish Beginning II

Building on skills learned in Spanish, Beginning I, students continue to learn basic listening, speaking, reading, and writing skills. Concepts covered in this class include time and weather, irregular present tense verbs, prepositions, and the verbs ser and estar (to be). Through group and pair work, games, and handouts students will also improve their conversational skills. Textbook: Spanish Now! Level 1 - Eighth Edition. Course covers chapters 6-9, 11, and 12 from the book. Prerequisite: Beginning Spanish I

TH, 2/6-3/27, 2:30 p.m. - 4:30 p.m., CSP-4122-198LN  
RM 431, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

TH, 2/6-3/27, 6 p.m. - 8 p.m., CSP-4122-199LN  
RM 331, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

### Spanish Beginning III

Building on Spanish Beginning I and II, students further develop listening, speaking, reading and writing skills. Concepts covered in this class include adjectives, prepositions, basic commands, and the introduction of regular preterit (past tense) verbs. Through group and pair work, games and handouts students will also improve their conversational skills. Textbook: Spanish Now! - Eighth Edition. Course covers chapters 10, 13-16, and 26. Prerequisite: Spanish Beginning I and II.

T, 2/4-3/25, 2:30 p.m. - 4:30 p.m., CSP-4123-200LN  
RM 451, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

### Spanish Beginning Review and Conversation

This course is a review of the concepts presented in Beginning Spanish I, II, and III - with a focus on conversation. Knowledge of nouns and articles, numbers, subject pronouns, adjectives, and present tense and basic preterit (past tense) verb conjugation required. Textbook: Spanish Now! Level 1 - Eighth Edition. Prerequisite: Beginning Spanish I, Beginning Spanish II, Beginning Spanish III

W, 2/5-3/26, 2:30 p.m. - 4:30 p.m., CSP-4669-201LN  
RM 336, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

### Spanish Intermediate I

Building from the Beginning series, students explore grammar and practical scenarios that will lead to better conversational skills. Concepts covered include irregular preterit and stem changing verb conjugation, possessive and demonstrative adjectives, and topical vocabulary. Prerequisite: Beginning Spanish Conversation or equivalent proficiency. Textbook: Spanish Now! Level 1 - Eighth Edition. Course covers chapters 17, 18, 20, 27, and 29 from the book. Prerequisite: Beginning Spanish I, Beginning Spanish II, Beginning Spanish III

W, 1/28-3/19, 2:30 p.m. - 4:30 p.m., CSP-4666-202LN  
RM 426, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

### Spanish Intermediate II

Continue to add to your knowledge of the Spanish language and improve on your conversation, reading, and writing skills. Explore uses of complementary verbs and the present progressive, the intricacies of 'gustar' and similar verbs, and the differences between the prepositions 'por' and 'para', as well as build up your topical vocabulary. Class includes group and pair work, handouts, and games. Prerequisite: Intermediate Spanish I or equivalent proficiency. Textbook: Spanish Now! Level 1 - Eighth Edition. The course covers chapters 19, 21, 22, and 25 from the book. Prerequisite: Beginning Spanish I, Beginning Spanish II, Beginning Spanish III, Intermediate Spanish I. Recommended: Beginning Spanish Review and Conversation

W, 1/28-3/19, 6 p.m. - 8 p.m., CSP-4670-203LN  
RM 426, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

**Refund Policy for self-supporting classes with prefixes CSP and SEF: Students must officially drop the class before it begins to receive a refund. No refunds after the class begins.**



## Motorcycle Safety Education Program



This Basic Rider Course is certified by the NC Motorcycle Safety Education Program and conducted at a pace that results in successful completion for most novice riders. The course provides actual motorcycle operator training in a controlled, off-street environment. No experience is necessary; a good sense of balance is required (you must be able to ride a bicycle). If you experience significant difficulty or become a safety risk to yourself or others, you will not be permitted to continue to ride. To receive the NC Motorcycle Safety Education Program endorsement card you must attend one hundred percent of all scheduled course hours.

### You will learn:

- To have more fun by riding your motorcycle safely.
- The basics: what to wear, how to start and stop your motorcycle and motorcycle controls.
- Street strategies to avoid trouble and stay safe.
- How to maneuver your motorcycle in tough situations: swerving, avoiding collisions, special situations, lane changes, passing and avoiding hazards.

### Reasons why you should take this course:

- Licensing Test Waiver – NCDMV waives the skill portion of your motorcycle-endorsement test, if you've successfully completed the Rider Course.
- Insurance Discounts - Many insurance companies offer discounts on motorcycle premiums to students who have successfully completed a Rider Course. Be sure to ask your insurance agent.

### Required Gear:

- Long pants
- Long sleeve shirts
- Over the ankle boots; No sneakers
- Full-fingered gloves
- Eye protection (sunglasses or prescription eye wear is permissible)
- DOT approved helmet
- Motorcycles are provided.

### Eligibility Requirements:

- Students ages 16-18 must have the written consent of a parent or guardian.
- You do not need to possess a driver's license or learner's permit to take the course.
- You must possess some degree of strength, be able to support a 300 pound motorcycle while straddling it and have the ability to push the motorcycle for distances up to 120 feet
- Heat and cold weather conditions can add to the strenuous conditions you'll encounter while taking the course.

### Course Dates

3/01 – 3/02  
3/08 – 3/09  
3/15 – 3/16  
3/22 – 3/23  
3/29 – 3/30  
4/05 – 4/06  
4/12 – 4/13  
4/19 – 4/20  
4/26 – 4/27  
5/03 – 5/04  
5/10 – 5/11  
5/17 – 5/18  
5/24 – 5/25

### Course Numbers

CSP-4258-222MS  
CSP-4258-224MS  
CSP-4258-226MS  
CSP-4258-228MS  
CSP-4258-230MS  
CSP-4258-232MS  
CSP-4258-234MS  
CSP-4258-236MS  
CSP-4258-238MS  
CSP-4258-240MS  
CSP-4258-242MS  
CSP-4258-244MS  
CSP-4258-246MS

MSF E-Course – 5 hour e-course must be completed before coming to class on Saturday morning. E-Codes will be sent to registered students a week before the class begins.

Saturday and Sunday, 7:45 a.m. - 2 p.m.,  
Room 203 Advanced Manufacturing Center,  
Asheville Campus, 41 Fernihurst Dr.

Registration Fee: \$199 (includes the e-Course Authorization Code, \$5 comprehensive insurance fee).

For information call 828-398-7369 or register at [abtech.edu/ce/registration](http://abtech.edu/ce/registration)

All NC Motorcycle Safety Education courses are self-supporting and tuition fees will not be refunded if you fail to show up or don't complete the course for any reason. No fee exemptions. No refunds or transfers are available after registration.





### Music & Dance

#### Guitar, Beginning

Discover how fast you will be playing chord accompaniment to folk and country songs. You'll quickly gain a basic knowledge of reading chord charts, tuning, strumming, chords and theory with a fingerstyle technique for a more thorough exploration of the instrument's capabilities. Bring your guitar to the first class.

T, 1/28-3/18, 6 p.m. - 7:30 p.m., CSP-4135-206MD  
RM 451, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

#### Guitar, Intermediate

Go beyond chord accompaniment and begin finger picking, reading notes, and understanding the fundamentals of music theory. A greater variety of more difficult music will be explored. You should have a basic knowledge of the guitar, chords and chord charts for this class. Bring your guitar to the first class.

T, 1/28-3/18, 7:30 p.m. - 9 p.m., CSP-4137-207MD  
RM 451, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

#### Music Theory and Ear Training

A simple yet modern take on traditional music theory and what it means in the 21st century. Emphasis on ear training and practical application. Topics include the "classical" major and minor scales, the "Celtic" modes, and the "blue" notes. We will discuss the historical development of these scales as well as techniques to help you train your ear to hear them.

W, 1/29-3/5, 6 p.m. - 8 p.m., CSP-4138-208MD  
RM 451, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$79.00

#### Salsa, Slowly

This is a class for absolute beginners, or those who have been to a salsa class and found that it moved too quickly and they could not keep up. You will explore how to invite a partner to dance and basic salsa etiquette, including what to wear and what shoes work best. You will master the basic salsa steps and understand how to put these together into simple combos. These elements can be put together to dance to any salsa song. Come have fun and join the salsa community. This is a partner dance. Enroll and register with a partner to enjoy a night of dancing. The registration fee covers one participant.

W, 1/29-3/5, 6 p.m. - 7 p.m., CSP-4691-209MD  
RM 1, Ivy Bldg., Asheville Campus  
Fees: Course: \$79.00, Ins: \$2.00

W, 3/19-4/23, 6 p.m. - 7 p.m., CSP-4691-210MD  
RM 1, Ivy Bldg., Asheville Campus  
Fees: Course: \$79.00, Ins: \$2.00

### Recreation

#### Fly Fishing

Experience the joy of fly fishing and increase your confidence as you explore casting, fly presentation and wading techniques. There will be discussion on aquatic insects and their life cycle, reading a river, finding fish, selecting a rod and fly line, picking the right fly, selecting wading equipment and gearing up for a trip. Bring a brown bag lunch and any fish equipment you might have to class. Shane Buckner, Instructor. All activities are on the Asheville Campus.

S, 3/22, 10 a.m. - 4 p.m., CSP-4217-213RR  
RM 126, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$69.00

#### Yoga

Relieve stress and develop focus through yoga. You will learn basic postures and be introduced to yoga philosophy. This is a great class to find out what yoga is all about. Wear comfortable clothes and bring a mat to the first class. Tricia Lea, Instructor.

T, 1/21-3/11, 6 p.m. - 7:30 p.m., CSP-4233-214RR  
RM 1, Ivy Bldg., Asheville Campus  
Fees: Course: \$79.00, Ins: \$2.00

T, 3/18-5/6, 6 p.m. - 7:30 p.m., CSP-4233-215RR  
RM 1, Ivy Bldg., Asheville Campus  
Fees: Course: \$79.00, Ins: \$2.00

**Refund Policy for self-supporting classes with prefixes CSP and SEF: Students must officially drop the class before it begins to receive a refund. No refunds after the class begins.**



**To Enroll in Online Courses Visit:**  
**ed2go.com/abtech**  
**New sessions begin: 8/14, 9/11, 11/13**  
**Community Enrichment Courses, Course Fee \$89**

**Digital Photography**  
Photographing Nature

**Health and Wellness**  
Human Anatomy and Physiology  
Human Anatomy and Physiology II  
Introduction to Natural Health and Healing

**Financial Wellness**  
Keys to Successful Money Management  
Personal Finance  
Stocks, Bonds and Investing: Oh My!

**Language**  
Conversational Japanese  
Discover Sign Language  
Discover Sign Language II  
Instant Italian

**Life and Work Development**  
Grammar Refresher  
Grammar Refresher II  
Individual Excellence  
Keys to Effective Communication  
Mastering Public Speaking

**Special Interest**  
Genealogy - \$99  
Homeschool with Success - \$99  
Introduction to Screenwriting  
Start Your Own Art and Crafts Business

**Test Prep**  
GMAT Preparation  
GRE Preparation I - Verbal and Analytical  
GRE Preparation II - Quantitative  
TEAS Preparation I – Reading and English Language  
TEAS Preparation II – Math and Science

**Writing and Publishing**  
Advanced Fiction Writing  
Beginning Writer's Workshop  
Beginner's Guide to Getting Published  
How to Make Money from Your Writing  
Introduction to Journaling  
Mystery Writing  
Publish and Sell Your E-Books  
Romance Writing  
The Craft of Magazine Writing  
The Keys to Effective Editing  
Travel Writing  
Write and Publish your Nonfiction Book  
Write Fiction Like a Pro  
Write Your Life Story - \$99  
Writing Essentials  
Writing for Children  
Writing the Fantasy Novel  
Writing Young Adult Fiction

**ONLINE REGISTRATION STEPS**

1. Explore over 200 Online Courses at <https://www.ed2go.com/abtech>
2. Select the course and **Add to Cart**.
3. Choose your course **Start Date**.
4. Log In or Create Account.
5. Check your email for further guidance, class information, and welcome email that will be sent to you on the first day of your class.

**PAYMENT OPTIONS**

1. Pay online at [abtech.edu/coned-registration](http://abtech.edu/coned-registration) and enter the class title.
2. By phone: **828-398-7903** and provide your course title, section number, and class dates.

**\*IMPORTANT NOTE\***

\*If the class is not yet displayed on the A-B Tech Continuing Education registration page, please allow up to 24 business hours from your initial registration on the Ed2Go Website for the class to be populated and available for payment. If you registered during the weekend, holiday, or college closure, please wait until the next business day.

**FEATURES INCLUDE:**



Learn from experts in the field from the comfort of home



Discounted rate



Available 6-Week instructor-moderated format



Interactive online classroom



Two weekly lessons, quizzes, and discussion boards



24/7 Course access and 100% self-paced



Receive a certificate upon completion



**Occupational Training Courses**  
**ed2go.com/abtech**  
**Course Fees: starting at \$75**

**Accounting**

- Accounting Fundamentals
- Accounting Fundamentals II
- QuickBooks Online [Intro and Inter]
- QuickBooks 2019 [Intro and Inter]
- QuickBooks 2018 [Intro and Inter]
- QuickBooks 2016 [Intro and Inter]

**Business & Workplace Skills**

- Administrative Assistant Applications
- Administrative Assistant Fundamentals
- Business Finance for Non-Finance Personnel
- Business Analysis [Intro]
- Communication: Achieving Success with Difficult People
- Creating a Successful Business Plan
- Customer Service Fundamentals
- Distribution and Logistics Management
- Effective Business Writing
- Explore a Career as a Paralegal
- Fundamentals of Supervision and Management I
- Fundamentals of Supervision and Management II
- Fundamentals of Technical Writing
- High Speed Project Management
- Leadership
- Machine Learning [Intro]
- Manufacturing Fundamentals
- Managing Remote Teams
- Marketing Your Business on the Internet
- Mastery of Business Fundamentals
- Project Management Applications
- Project Management Fundamentals
- Project Management Fundamentals II
- Project Management Professional (PMP™)
- Six Sigma: Total Quality Applications
- Small Business Marketing on a Shoestring
- Supply Chain Management Fundamentals
- Total Quality Fundamentals
- Using Social Media in Business

**Basic Computer Training**

- Computer Skills for the Workplace
- Keyboarding
- Windows 10 [Intro]
- Windows 11 [Intro]

**Computer Applications**

- Blogging and Podcasting for Beginners
- Get Started in Game Development
- InDesign CC Intro
- Lightroom Classic CC [Intro]
- Photoshop CC [Intro]
- Photoshop Elements 13 [Intro and Inter]

**Database & Programming**

- C# Programming [Intro and Inter]
- C++ Programming [Intro]
- Creating Mobile Apps with HTML5
- Database Development [Intro]
- How to Get Started in Game Development
- Java Programming [Intro and Inter]
- PHP and MySQL [Intro and Inter]
- Programming [Intro]
- Python 3 Programming [Intro]
- SQL [Intro and Inter]
- Visual Basic [Intro and Inter]
- XML [Intro]

**Exam/Certification Prep**

- CompTIA A+ Certification Prep [Basic, Inter, Adv]
- CompTIA Network+ Certification Prep

**Internet and Web Design**

- Achieving Top Search Engine Positions
- Advanced Web Pages
- Creating Web Pages
- Creating WordPress Websites
- CSS3 and HTML5 [Intro, Inter, Adv]
- Designing Effective Websites
- Google Analytics [Intro]
- JavaScript [Intro]
- Responsive Web Design
- UI/UX Design
- WordPress Websites [Inter]
- Write Effective Web Content

**Microsoft Applications**

- Access 2016 [Intro and Inter]
- Excel - Pivot Tables
- Excel 2019/Office 365 [Intro, Inter and Adv]
- Excel 2016 [Intro, Inter, Adv]
- Outlook 2019/Office 365 [Intro]
- Outlook 2013 [Intro]
- PowerPoint 2019/Office 365 [Intro]
- PowerPoint 2016 [Intro]
- Project 2019/Office 365 [Intro]
- Project 2016 [Intro]
- Publisher 2013 [Intro]
- Word 2019/Office 365 [Intro and Inter]
- Word 2016 [Intro and Inter]

**Networking & Security**

- Networking [Intro and Inter]
- PC Troubleshooting [Intro]
- PC Security Introduction [Intro]
- Wireless Networking

## ONLINE REGISTRATION STEPS

1. Explore over 200 Online Courses at <https://www.ed2go.com/abtech>
2. Select the course and **Add to Cart**.
3. Choose your course **Start Date**.
4. Log In or Create Account.
5. Check your email for further guidance, class information, and welcome email that will be sent to you on the first day of your class.

## PAYMENT OPTIONS

1. Pay online at [abtech.edu/coned-registration](http://abtech.edu/coned-registration) and enter the class title.
2. By phone: **828-398-7903** and provide your course title, section number, and class dates.

### \*IMPORTANT NOTE\*

\*If the class is not yet displayed on the A-B Tech Continuing Education registration page, please allow up to 24 business hours from your initial registration on the Ed2Go Website for the class to be populated and available for payment. If you registered during the weekend, holiday, or college closure, please wait until the next business day.

## Occupational Training Courses ed2go.com/abtech Course Fees: starting at \$75

### Education/Teaching Professionals

Common Core Standards for English K-5  
 Content Literacy: Grades 6-12  
 Creating Classroom Centers  
 Creating a Classroom Website  
 Creating the Inclusive Classroom: Strategies for Success  
 Creative Classroom  
 Differentiated Instruction and Response to Intervention Connection  
 Differentiated Instruction in the Classroom  
 Differentiating K-12 Assessments  
 Empowering Students with Disabilities  
 Enhancing Language Development in Childhood  
 Guided Reading and Writing  
 Guided Reading: Strategies for the Differentiated Classroom  
 Integrating Technology in the Classroom  
 Praxis Core Preparation  
 Ready, Set, Read!  
 RTI: Reading Strategies That Work  
 Singapore Math: Number Sense and Computational Strategies  
 Singapore Math Strategies: Model Drawing for Grades 1-6  
 Singapore Math Strategies: Advanced Model Drawing for Grades 6-9  
 Solving Classroom Discipline Problems I & II  
 Spanish in the Classroom  
 Survival Kit for New Teachers  
 Teaching Adult Learners  
 Teaching High School Students  
 Teaching Math: Grades 4-6  
 Teaching Preschool: A Year of Inspiring Lessons  
 Teaching Science: Grades 4-6  
 Teaching Students with ADHD  
 Teaching Students with Autism  
 Teaching Students with Learning Disabilities  
 Teaching Writing: Grades 4-6  
 Teaching Writing: Grades K-3

### Grant Writing & Nonprofit

A to Z Grant Writing  
 A to Z Grant Writing II - Beyond the Basics  
 Advanced Grant Proposal Writing  
 Becoming a Grant Writing Consultant  
 Get Grants!  
 Marketing Your Nonprofit  
 Nonprofit Management [Intro]  
 Nonprofit Fundraising Essentials  
 Starting a Nonprofit  
 Writing Effective Grant Proposals

### Healthcare & Medical Workplace Skills

Become a Physical Therapy Aide  
 Become an Optical Assistant  
 Explore a Career as an Administrative Medical Assistant  
 Explore a Career as a Clinical Medical Assistant  
 Explore a Career in Medical Coding  
 Explore a Career in Medical Transcription  
 Explore a Career in Medical Writing  
 Explore a Career in Nursing  
 Explore a Career as a Pharmacy Technician  
 HIPAA Compliance  
 Legal Nurse Consultant  
 Medical Laboratory [Intro]  
 Medical Math  
 Medical Spanish I & II  
 Medical Terminology I & II



# Online Career Training Courses

These online, in-depth Career Training classes are designed to prepare students for a career in a specific field. You can begin these self-paced programs any time of the year.



## Video Game Design and Development

500 Hours | 12 Months | \$2100

Video game design and development is challenging, but the rewards are worth it. With this unparalleled comprehensive training course, you'll master skills that open doors to the growing video game industry. By the end of the course, you will have designed and created your own video game for the PC and will stand ready to join a team working on projects with larger scope or pursue independent development.

Using a comprehensive and analytical approach to game development, this course offers you the opportunity to learn how to effectively implement technical game ideas, assuming no prior training or experience. The curriculum is divided into four major areas of study: programming languages, mathematics skills, game asset creation, and modern real-time game engines. It will conclude with an independent study phase where you will design, document, and create your own game using all of the programming and game art skills you learned in the core classes.

## Certified Ethical Hacker

100 Hours | 6 Months | \$2895

This course will immerse you into the hacker mindset, putting you in the driver's seat of hands-on activities. You will scan, test, hack, and secure your own systems. You will learn the five phases of ethical hacking

(reconnaissance, gaining access, enumeration, maintaining access, and covering your tracks) and the ways to approach your target and succeed at breaking in every time. Upon completion of this course, you will be prepared to sit for the Certified Ethical Hacker Exam 312-50, offered by EC-Council. This course also includes a voucher which covers the fee of the exam.

## Medical Interpreter (Spanish/English)

200 Hours | 9 Months | \$2495

This Medical Interpreter training course prepares you to work in hospitals, medical offices and in any healthcare environment where a Spanish interpreter is needed. In addition, the Medical Interpreter training course prepares you to sit in any of the Medical Interpreting examinations available in the country. This course is language specific for Spanish/English. You will acquire the three interpreting skills – simultaneous, consecutive and sight translation. You will learn the proper transfer of medical terminology into Spanish, divided into the different areas in a hospital and medical specialties. Intensive online interpreting laboratory practices are included in this training course.

## Online Program Support

**Online Continuing Education**

**Michelle Cardona**

**OnlineCE@abtech.edu**

**828-398-7369**

**A-B TECH REGISTRATION**

**INFO & PAYMENT**

**conedregistration@abtech.edu**

**828-398-7903**



## Advanced Manufacturing Center (AMC)

State-of-the-Art Industry Training Facility, \$3 Million in High-Tech Training Equipment

### Workforce Pipeline

- Short-term training that leads directly to employment
- Hiring partners include Arcadia, Borg Warner, Eaton, GE Aerospace, Fedupfoods (Buchi), Glatfelter, New Belgium Brewing, Pratt & Whitney, ThermoFisher, et al.
- Classes include Certified Production Technician, Machining Fundamentals, CNC 101, Industrial Maintenance, Aerospace Composites, Industrial Sewing
- 170 completers in 2023 fiscal year

**The Advanced Manufacturing Center (AMC) at A-B Tech is a teaching facility that focuses on four specific goals:**

- Building and sustaining a skilled workforce
- Through education and training, connecting people to well-paying jobs
- Meeting the immediate and future training needs of advanced manufacturing employers in A-B Tech's service area – Buncombe and Madison counties
- Serving as a resource that promotes local and regional economic development

### Customized Industry Training

- A-B Tech has led the Western and Northwestern regions in Customized Training key metrics for 10 straight years
- Among top of all 58 colleges in 2023 fiscal year in key Customized Training metrics
- 2023: 2187 trainees in 247 training events, 3952 training hours, 31 industry clients served in 9 state-approved projects and 22 other companies
- Addresses client's needs in job-specific, technical areas such as manufacturing process and equipment specifics, automation, industrial controls, industrial maintenance, and engineering topics (i.e. GD&T and 3D modeling), workforce recruitment, and pre-employment assessment programs

**To receive assistance, eligible businesses and industries must demonstrate two or more of the following criteria:**

- The business is making an appreciable capital investment
- The business is deploying new technology
- The business is assisting in the development of workforce skills
- The business is creating jobs, expanding an existing workforce, or enhancing the productivity of the operations within North Carolina

Visit [abtech.edu/AMC](http://abtech.edu/AMC) for more information on Workforce Pipeline and Customized Training Program (CTP)

### Advanced Manufacturing One Day Classes - Fee Waived

#### Robotics, Introduction to

Come experience the world of robotics! No experience is necessary to participate in this hands-on class. Students will learn how to interact with a robot's computer system and have the robot complete a task. It is highly recommended that students are comfortable with basic computer tasks and hardware. To sign up call 828-398-7934 or email [jobpreparedness@abtech.edu](mailto:jobpreparedness@abtech.edu).

S, 3/8, 8 a.m. - 12 p.m., HRD-7713-729HR  
RM 107, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: Waived

#### CNC, Introduction to

This course is designed to teach the fundamentals and industrial uses of CNC machining. Students will be introduced to various types of CNC machines, their functions, and how they are programmed. To sign up call 828-398-7934 or email [jobpreparedness@abtech.edu](mailto:jobpreparedness@abtech.edu)

S, 3/29, 8 a.m. - 12 p.m., HRD-7712-728HR  
RM 105, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: Waived

#### Composites, Introduction to

Composites are used in everything from aircrafts and automobiles, to satellite dishes and bicycles, to medical prosthetics and home accessories. This comprehensive one-day class will give you a hands-on experience with composite ply layup, rapid ply cutter operation, bagging fundamentals and autoclave operation. Each student will layup a small item, cook it, and be able to take it with them at the end of the day. To register call 828-398-7934 or email [jobpreparedness@abtech.edu](mailto:jobpreparedness@abtech.edu)

S, 4/19, 8 a.m. - 5 p.m., HRD-7739-730HR  
RM 212, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: Waived

#### Machine Shop, Introduction to

Have you ever wondered how the things you use every day are made? Have you ever wanted to make or repair something yourself? Intro to Machine Shop will give you a chance to explore and experience how to do just that! In this class we will cover topics including basic blueprint reading, precision measurement tools, and basic machine operations. Join us at the AMC and let us help you explore the endless possibilities of manufacturing. To sign up call 828-398-7934 or email [jobpreparedness@abtech.edu](mailto:jobpreparedness@abtech.edu)

S, 5/10, 8 a.m. - 12 p.m., HRD-7702-728HR  
RM 105, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: Waived

#### Industrial Sewing Bootcamp

Based on curriculum created by the Maker's Coalition and the Industrial Sewing and Innovation Center, this class is designed to provide students with an understanding of the skills required to take a career path in the field of industrial sewing. Class content includes but is not limited to: industrial sewing terms, fabric structures and types, how to read tech packs, basic sewing skills, techniques for industrial straight stitch, coverstitch and overlock machine usage. Each student will learn construction techniques while completing different projects, developing skills with different materials provided. Tours of and contact with local industrial sewing companies/manufacturers will occur during the last week of class. To request a scholarship application contact [AMC@abtech.edu](mailto:AMC@abtech.edu).

M-F, 1/27-2/14, 9 a.m. - 6 p.m., TEX-3103-215AM  
RM 5, TrV, Transformation Village  
Fees: Course: \$237.00

M-F, 5/12-5/30, 9 a.m. - 6 p.m., TEX-3103-216AM  
RM 5, TrV, Transformation Village  
Fees: Course: \$237.00





## Industrial Sewing

### **Sewist Training**

Students will learn the basic principles of fashion/clothing construction using patterns provided by the instructor, as well as understanding and usage of home sewing machines and industrial sewing single needle machines and sergers. Students will work their way through commercial pattern selection and fabric choices, to cutting and sewing principles, and ultimately create a completed garment! Our goal is to provide the vocational skill set for individuals to pursue related employment opportunities in sewing and garment construction. For scholarship information, contact AMC@abtech.edu.

T/TH, 2/25-3/13, 1 p.m. - 4 p.m., TEX-0001-003AM  
RM 5, TrV, Transformation Village  
Fees: Course: \$87.00

### **Advanced Sewing Workshop**

This project-based workshop builds on the skills learned in our Industrial Sewing Bootcamp and Sewist Training classes. Our Advanced Sewing Workshop provides students with the fundamental principles of sustainable fashion, or SLOW fashion, with a wide range of textiles based applications.

The progression of sewing experiences would lead students into more advanced sewing techniques for garment construction, home décor and alterations of ready-made garments. Students will have access to industrial and advanced sewing machines and complex materials and fabrics. For entrepreneurial students, information regarding resources available through our Small Business Center will be made available. Prerequisite: Students must have completed Industrial Sewing Bootcamp or Sewist Training. Students who have not completed one of these classes but have previous sewing experience can contact us for instructor permission to register for our Advanced Sewing Workshop. For information or to request a scholarship application contact AMC@abtech.edu.

S, 3/29-4/26, 9 a.m. - 12 p.m., TEX-3121-006AM  
RM 5, TrV, Transformation Village  
Fees: Course: \$87.00

## Composites

### **Creating with Composites** new

Welcome to the wide world of composites! Those with the necessary knowledge and skills in the field of composites can create items including: accessories or full body build outs of vehicles ranging from bicycles to airplanes; medical prosthetics; artwork; home décor and more. Curriculum includes composite manufacturing processes, blueprint reading, mold prepping and bagging, caul plate usage, autoclave handling, laminating techniques, and safety procedures. By the end of the course, students will have created an item using composite material and have information on local companies hiring employees with composite creation experience. For information or to request a scholarship application contact AMC@abtech.edu.

S, 1/25-3/8, 8 a.m. - 5 p.m., MFG-3450-003AM  
RM 212, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$117.00

M-W, 4/14-4/16, 8 a.m. - 5 p.m., MFG-3450-004AM  
RM 212, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$117.00

### **Composites Mold Fabrication** new

This course builds on the information taught in our Creating with Composites class. Curriculum focuses on the fundamental technology used in producing molds for fabricating composite parts. This course includes advanced skills and knowledge of mold materials, cleaning and mold prepping, designing and cutting material using a ply cutter, using a warp clock for ply orientation, layup and curing material in an autoclave, and safety procedures. Prerequisite: Creating with Composites. For registration or scholarship information contact AMC@abtech.edu or 828-398-7760.

S, 3/1-4/12, 8 a.m. - 5 p.m., MFG-3500-002AM  
RM 212, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$232.00

### **Composite Assembly & Bonding** new

This course builds on the information taught in our Creating with Composites class. Content focuses on the fundamental technology used in assembly and bonding of cured and uncured composites parts. Curriculum includes surface preparation, bonding techniques, differences between warp faces, curing procedures, and safety procedures. Prerequisite: Creating with Composites. For registration or scholarship information contact AMC@abtech.edu or 828-398-7760.

S, 5/10-6/21, 8 a.m. - 5 p.m., MFG-3600-002AM  
RM 212, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$232.00

## Manufacturing

### **Qualified Manufacturing Technician**

#### **(QMT): Safety** new

In this online, asynchronous course, students will gain a basic understanding for safety in the manufacturing workplace, including best practices for personal protective equipment, equipment/workstation safety, and hazardous material handling. Students will also explore effective communication and teamwork. Assignments can be completed from any reliable internet connection. First day of class must be taken in person at the AMC.

1/27-2/6, MFG-1000-003AM  
Online  
Fees: Course: \$132.00

### **Qualified Manufacturing Technician**

#### **(QMT): Quality** new

In this online, asynchronous course, students will learn about and use common manufacturing tools, such as a machinists rule, calipers, micrometer, and a dial gauge to ensure quality of parts and proper functioning of machine components. Students will also learn basic blueprint reading skills, including welding and GD&T symbols, and explore statistical quality tools. Assignments can be completed from any reliable internet connection. First day of class must be taken in person at the AMC.

3/3-3/13, MFG-2000-003AM  
Online  
Fees: Course: \$132.00

### **Qualified Manufacturing Technician**

#### **(QMT): Production Processes** new

In this online, asynchronous course, students will learn about advanced manufacturing materials, equipment, and processes, as well as inventory management & production control. Assignments can be completed from any reliable internet connection. First day of class must be taken in person at the AMC.

4/7-4/17, MFG-3001-003AM  
Online  
Fees: Course: \$132.00



## Qualified Manufacturing Technician

### (QMT): Maintenance Operations new

In this online, asynchronous course, students will learn about various components of advanced manufacturing machines, including drives, circuits, and sensors. Students will also gain a basic understanding of preventive maintenance and troubleshooting techniques. Assignments can be completed from any reliable internet connection. First day of class must be taken in person at the AMC. Upon completion of all 4 Online Modules, students are eligible for the nationally-recognized MSSC Certified Production Technician Certification.

5/12-5/22,, MFG-4000-003AM  
Online

Fees: Course: \$132.00

## Manufacturing Technician - Lab new

Students will work in the Skill Boss Training Lab to gain hands-on experience with the knowledge and skills taught in the CPT Online Modules. Upon successful completion of the 4 Online Module and the 4 CPT Hands-On Skill Modules, students will be eligible for the more advanced, nationally-recognized Certified Production Technician designation.

T/TH, 1/28-2/6, 12 p.m. - 2 p.m., SEF-6400-010AM  
RM 212B, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$57.00

M/TH, 3/3-3/13, 12 p.m. - 2 p.m., SEF-6400-011AM  
RM 212B, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$57.00

T/TH, 4/8-4/17, 12 p.m. - 2 p.m., SEF-6400-012AM  
RM 212B, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$57.00

T/TH, 5/13-5/22, 12 p.m. - 2 p.m., SEF-6400-013AM  
RM 212B, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$57.00



## Forklift Safety and Operation

Learn safe forklift operation using the latest OSHA regulations and requirements. Students will practice using a forklift during class time. Get your training certificate so you can have an extra skill for a potential new employer!

S, 1/25, 8 a.m. - 5 p.m., OSH-3012-046AM  
RM 110, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$82.00

S, 2/22, 8 a.m. - 5 p.m., OSH-3012-047AM  
RM 110, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$82.00

S, 3/29, 8 a.m. - 5 p.m., OSH-3012-043AM  
RM 110, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$82.00

S, 4/26, 8 a.m. - 5 p.m., OSH-3012-044AM  
RM 110, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$82.00

F, 5/9, 8 a.m. - 5 p.m., OSH-3012-045AM  
RM 110, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$82.00

## Mechatronics

### Fundamentals of Industrial Electricity

This training gives students new to electricity an interactive, safe, hands-on approach to learn and apply electrical fundamentals using minimal mathematical theory. After learning these fundamentals, the focus on future classes will be on industrial skills in the electrical field that can maximize your employment opportunities in the region. Students should bring a notebook, a pencil, and two different highlighters to class. This class is a prerequisite for all other electrical classes.

M-F, 1/27-1/31, 8 a.m. - 12 p.m., MNT-3002-007AM  
RM 107, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$82.00

M-F, 3/24-3/28, 8 a.m. - 12 p.m., MNT-3002-008AM  
RM 107, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$82.00

## Industrial Electrical Troubleshooting

This training gives industrial technicians an interactive, safe, hands-on approach to learn and apply electrical fundamentals when troubleshooting. Minimal mathematical theory is used in this training and students should bring a notebook, a pencil, and two different highlighters to class. Prerequisite: Fundamentals of Industrial Electricity. For registration or scholarship information contact AMC@abtech.edu or 828-398-7760.

M-F, 2/3-2/7, 8 a.m. - 12 p.m., MNT-3003-003AM  
RM 107, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$82.00

M-F, 3/31-4/4, 8 a.m. - 12 p.m., MNT-3003-005AM  
RM 107, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$82.00

## Fanuc Robot Fundamentals

This training gives students new to Fanuc robot arm control an interactive, safe, hands-on approach to learn what they need to get started interfacing with a Fanuc Robot Arm System. Students are encouraged to have a notebook and something to write with. Prerequisite: Fundamentals of Electricity. For registration or scholarship information contact AMC@abtech.edu or 828-398-7760.

M-F, 2/24-2/28, 8 a.m. - 12 p.m., ATR-3300-005AM  
RM 107, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$82.00

## Fanuc Cobot Fundamentals

This training gives students new to Fanuc COBOT arm control an interactive, safe, hands-on approach to learn what they need to get started interfacing with a Fanuc COBOT Arm System. Students should bring a notebook and something to write with to class. Prerequisite: Fanuc Robot Fundamentals. For registration or scholarship information contact AMC@abtech.edu or 828-398-7760.

M-F, 3/10-3/14, 8 a.m. - 12 p.m., ATR-3301-001AM  
RM 107, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$82.00

## PLC/Relays Fundamentals new

This training gives students new to Relays, Motor Contactors, and Programmable Logic Controllers (PLC's) an interactive, safe, hands-on approach to learn and apply these electrical controls. Students should bring a notebook, a pencil, and two different highlighters to class. Prerequisite: Industrial Electrical Troubleshooting. For registration or scholarship information contact AMC@abtech.edu or 828-398-7760.

M-F, 4/21-4/25, 8 a.m. - 12 p.m., ATR-3300-005AM  
RM 107, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$82.00



## PLC Troubleshooting



This training gives students an introduction to Troubleshooting Programmable Logic Controllers (PLC's) in an interactive, safe, hands-on approach. Basic programming with an emphasis on troubleshooting with a meter will be given. This will be using Allen Bradley SLC 5000 or Siemens TIA Portal. Students should bring a notebook, a pencil, and two different highlighters to class. Prerequisite: Relay/PLC Fundamentals. For registration or scholarship information contact AMC@abtech.edu or 828-398-7760.

M-F, 4/28-5/2, 8 a.m. - 12 p.m., ATR-3201-005AM  
RM 107, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$82.00

## Machining and Manufacturing

### Machine Shop Basics

Take a step toward a new career in machining by learning to operate drill presses, milling machines, saws and bench grinders. During this 5-week course you will work hands-on with actual equipment to learn basic automated machining. Additional course topics include an introduction to CNC machining, shop safety, shop math, Lean Manufacturing principles, teamwork and problem solving.

M-TH, 1/27-3/6, 8 a.m. - 1 p.m., MEC-7010-007AM  
RM 110, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$237.00

### Fusion Level 1



This course covers essential Fusion skills, providing a solid foundation for 3D modeling. Minimal computer skills are used in this training and students are encouraged to have prior experience navigating Windows or MAC operating systems. This course is recommended for beginners before taking our Fusion 360 Level 2 course.

M-F, 3/10-3/14, 8 a.m. - 12 p.m., DFT-3200-003AM  
RM 110, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$82.00

### Fusion Level 2



This Fusion Level 2 course builds on the foundational knowledge from Level 1, delving into more advanced features of Fusion, including advanced sketching, modeling, simulation, and CAM. Prerequisites include the completion of Fusion Level 1 or prior industrial experience.

M-F, 3/17-3/21, 8 a.m. - 12 p.m., DFT-3300-002AM  
RM 110, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$82.00

**Looking for a good job? Courses in Advanced Manufacturing lead to well paying, local careers with benefits:**

### Machining Fundamentals and CNC 101

- Local companies hire people who complete this class to be Machinists, Machine Operators, Machine Setup Technicians, Quality Assurance Technicians, Manufacturing Line Leads and Supervisors
- Starting salaries range from \$16-21/hour with benefits
- Median pay for Machinists is \$22/hour (US Bureau of Labor Statistics). Machinists at local companies can earn \$25/hour after two years of experience.

### Industrial Maintenance

- Local companies hire people who complete this class to be Industrial Maintenance Technicians and Machine Setup Technicians.
- Starting salaries range from \$17-22/hour with benefits
- Median pay for industrial Maintenance Technicians is \$53,180, and median pay for the top 10% is \$79,150 (US Bureau of Labor Statistics)

### Composite Technology

- Local companies hire people who complete this class to be Composites Technicians, Quality Assurance Technicians
- Starting salaries range from \$17-21/hour with benefits

## CNC Machining 101



During this course you will work hands-on with actual CNC mills and lathes to learn basic automated machining. Course topics include CNC programming, set-up, operation, trouble-shooting and maintenance, general machining principles, shop safety, blueprint reading, shop math, Lean Manufacturing principles, teamwork and problem solving.

M-TH, 3/24-5/1, 5 p.m. - 9 p.m., MEC-7070-034AM  
RM 110, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$287.00

## 3D Printing

This course is designed to introduce students to the fundamentals of 3D printing technology and techniques. Curriculum includes the history and evolution of 3D printing, its various applications in industries such as engineering, healthcare and manufacturing, and how to operation and maintain 3D printers. Through hands-on projects, students will gain practical experience in creating and slicing models, programming the printer, and using various filament materials. By the end of the course, students will be able to create 3D printed objects and troubleshoot basic 3D printer issues.

M, 5/5, 8 a.m. - 12 p.m., SEF-3201-001AM  
RM 203, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$52.00

## Quality Improvement

### LEAN Six Sigma Yellow Belt

This course offers an understanding of the basic tools used in LEAN Six Sigma Continuous Improvement strategies. Yellow Belt training covers some of the basic improvement methodologies and the metrics required to test and demonstrate their efficacy. Many organizations call on their "Certified Yellow Belts" to serve as a "Subject Matter Expert" (SME) and/or as an important team member on important projects. By providing significant tools--concepts and methodologies--Yellow Belt training enables students to increase both the role and value they bring to the larger processes and goals of their company. Early registration highly recommended.

T/TH, 1/14-1/21, 8 a.m. - 3 p.m., SEF-6486-026AM  
RM 203, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$331.00

### LEAN Six Sigma Green Belt

This LEAN Six Sigma Green Belt training course provides hands-on participation in an extensive simulation of a substantive LEAN Six Sigma project. The 88-hour course (1 day/week; 11 weeks total) teaches and prepares individuals to implement the principles, practices and techniques of LEAN Six Sigma in a support capacity on a Black Belt project team or leader on smaller projects. Green Belts are traditionally Lead process stakeholders and may also be assigned specific process-level improvement projects to conduct on their own--projects that normally do not require the statistical rigor demonstrated by a Black Belt. This course does, however, provide a significant introduction to the statistical tools, graphical analysis and data-collection strategies often only found in a Black Belt class. Course will provide in-class use of Minitab statistical software.

T, 1/28-5/13, 8 a.m. - 5 p.m., SEF-6485-021AM  
RM 203, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: \$1,802.00

## Automotive

### DMV: OBD Emissions

This course covers the requirements to become a Certified On-Board Diagnostics (OBD ) Emissions Inspector. This course ensures that licensed mechanics understand OBD technology pertaining to emissions testing and includes a written and hands-on test.

M,T, 1/13-1/14, 6 p.m. - 10 p.m., DMV-3129-131TR  
RM 112, TCC, A-B Tech Enka  
Fees: Course: \$82.00

M,T, 2/10-2/11, 6 p.m. - 10 p.m., DMV-3129-132TR  
RM 112, TCC, A-B Tech Enka  
Fees: Course: \$82.00

M,T, 3/17-3/18, 6 p.m. - 10 p.m., DMV-3129-133TR  
RM 112, TCC, A-B Tech Enka  
Fees: Course: \$82.00

M,T, 4/21-4/22, 6 p.m. - 10 p.m., DMV-3129-134TR  
RM 112, TCC, A-B Tech Enka  
Fees: Course: \$82.00

### Auto Safety Inspection

This course covers the operation of a public inspection station and station facilities, inspection rules and procedures for brakes, lights, horn, steering, wipers, directional signals, tires, mirrors, exhaust system, etc. Safety inspectors are responsible for knowing all the information in the NC Safety Inspection Manual.

M,T, 1/6-1/7, 6 p.m. - 10 p.m., DMV-7203-132TR  
RM 112, TCC, Asheville Campus  
Fees: Course: \$82.00

M,T, 2/3-2/4, 6 p.m. - 10 p.m., DMV-7203-133TR  
RM 112, TCC, Asheville Campus  
Fees: Course: \$82.00

M,T, 3/10-3/11, 6 p.m. - 9 p.m., DMV-7203-134TR  
RM 112, TCC, Asheville Campus  
Fees: Course: \$82.00

M,T, 4/7-4/8, 6 p.m. - 10 p.m., DMV-7203-135TR  
RM 112, TCC, Asheville Campus  
Fees: Course: \$82.00

### Escort Vehicle Certification & Recertification

This eight hour course satisfies the requirements set by the North Carolina Department of Transportation to certify Oversize – Overweight load escort vehicle drivers. Course components consist of defensive driving, escort driver requirements, skills training and an examination. Classes are scheduled as needed. Contact workforceprograms@abtech.edu to place your name on the interest list.

**We would love to hear from you!**

**Scan the QR code and let us know what classes you would like offered.**







## Computer Training

### Adobe Photoshop Introduction

This class will help you get started with the powerful Adobe Photoshop software. You will learn all about image selections, layers, adjusting images, preparing finished images and other pertinent topics. This class is on Windows and is suitable for Macintosh users who can bring laptops if preferred. Students need basic computer skills. Students are encouraged to bring their own USB thumb drive to store their data and projects.

M/W, 2/17-3/5, 5:30 p.m. - 8:30 p.m.,  
SGR-7418-225CO

RM 438, Ferguson Ctr., AHWD , Asheville Campus  
Fees: Course: \$82.00

### Adobe Photoshop Intermediate

This course is for those who have completed the introduction class or equivalent. Raise your Photoshop skills to the next level. Learn sophisticated techniques for editing and manipulating images, add actions, brushes and fonts, learn professional tips for portrait retouching, combine multiple images into sophisticated montages using layer masks and discover the photographer's best work flow. The class is taught on Windows and suitable for Macintosh users who can bring laptops if preferred. Students are encouraged to bring their own USB thumb drive to store their data and projects.

M/W, 3/17-4/2, 5:30 p.m. - 8:30 p.m.,  
SGR-7476-325CO

RM 438, Ferguson Ctr., AHWD , Asheville Campus  
Fees: Course: \$82.00

### AutoCAD1 Design/Drafting

This course will provide a strong foundation for learning AutoCAD. Learn the basic steps of AutoCAD which includes building formats for drawings, basic shapes and developing detailed drawings. Additional topics include layout of floor plans, the importance of layers, how to use blocks library, learn more detailed shapes and get introduced to isometric drawing. Class is held on campus in our CAD lab. Students do not need to purchase software.

M/W, 2/10-4/23, 4 p.m. - 6 p.m., DFT-7408-225CO  
RM 122, Elm, Asheville Campus

Fees: Course: \$137.00

### ChatGPT & Generative AI Tools new

ChatGPT is a cutting-edge natural language generation model that can produce fluent and engaging texts on various topics and domains. It can also converse with humans in a natural and coherent way, using its own words and knowledge. In this course, you will learn how to use ChatGPT as a deep knowledge resource to make your workday and play time more productive, fun and efficient. By the end of this class, you will be able to: understand what ChatGPT is and why it is a societal revolution, appreciate the strengths and limitations of ChatGPT, and how to deal with its errors and inconsistencies, and craft effective prompts to elicit relevant and useful responses from ChatGPT. This course is designed for anyone who is interested in natural language generation and conversational AI, regardless of their background or experience level. No prior knowledge of programming or machine learning is required. However, some familiarity with web browsing and online communication is recommended.

TH, 4/10, 5:30 p.m. - 8:30 p.m., SEF-4444-424CO  
RM 438, Ferguson Ctr., AHWD , Asheville Campus  
Fees: Course: \$50.00

### Excel for Beginners

Learn to organize and analyze data using Microsoft Excel through hands-on exercises and examples designed for the beginner. Explore workbook basics, building, formatting and printing worksheets, and using functions and formulas. Basic computer skills required. Students are encouraged to bring their own USB thumb drive to store their data and projects.

M/W, 4/21-4/23, 5:30 p.m. - 8:30 p.m.,  
SEF-8012-425CO  
RM 438, Ferguson Ctr., AHWD , Asheville Campus  
Fees: Course: \$77.00

### Excel Intermediate

Learn to organize and analyze data using Microsoft Excel through hands-on exercises and examples designed for the more advanced user. This class is a follow-up to Excel for Beginners. Learn how to manipulate worksheets, use filters, set up macros, and much more. Students are encouraged to bring their own USB thumb drive to store their data and projects.

M/W, 5/5-5/7, 5:30 p.m. - 8:30 p.m., SEF-8013-525CO  
RM 438, Ferguson Ctr., AHWD , Asheville Campus  
Fees: Course: \$77.00

### PC Basics Level 1

This is a class for those who are just beginning their journey into the world of personal computers (PCs). You will develop the computer skills needed to take more advanced computer classes. Learn how to turn the computer on/off properly, computer terminology, proper keyboarding posture and mouse skills and learn to navigate throughout the Windows system. In addition, learn how to save and find files and pictures, send emails, and open, save and send email attachments. Bring all questions. No textbook required. This class is taught in a computer lab classroom that has desktop computers with Windows 10.

M/W, 3/10-3/27, 1 p.m. - 4 p.m., CIS-7479-325CO  
RM 438, Ferguson Ctr., AHWD , Asheville Campus  
Fees: Course: \$82.00

### PC Basics Level 2

Take the next step in learning computer functions most commonly used in today's world. Learn how to use web functions, manage emails, files, complete downloads and the basics of Google free productivity tools. Understand cloud storage and how to make this option work for you. Knowledge of skills covered in PC Basics Level 1 recommended as a prerequisite. This class is taught in a computer lab classroom that has desktop computers with Windows 10.

M/W, 4/14-4/30, 1 p.m. - 4 p.m., CIS-7480-425CO  
RM 438, Ferguson Ctr., AHWD , Asheville Campus  
Fees: Course: \$82.00





## Business & Hospitality Training

### ServSafe Manager Certification

Prepare for the National Restaurant Association's ServSafe Manager Certification. Exam is included as part of the class. Upon completion with a passing exam grade of 75%, the student will earn this industry recognized certification valid for 5 years. This one day class features online testing and instant score results. No book required.

T, 1/29, 8:30 a.m. - 5 p.m., SEF-5816-089HS  
RM 198, Goodwill Ctr., Goodwill  
Fees: Course: \$110.00

T, 4/1, 8:30 a.m. - 5 p.m., SEF-5816-090HS  
RM 198, Goodwill Ctr., Goodwill  
Fees: Course: \$110.00

### Foundations of Wine

Would you like to enhance your career in the wine industry or make recommendations with greater confidence? This class covers topics and practical skills essential for those working with customers in distribution, retail, restaurant, or hospitality settings. Focus on the knowledge needed to prepare for entry level certification exams, such as those offered by the Court of Master Sommeliers and the Society of Wine Educators. Explore the basics of wine, global and regional differences, service techniques, and food pairings. Blind tastings are included to develop distinction ability. Hobbyists welcome. Instructor: Andy Hale. Students must be 21 years old to register and bring an ID verifying their date of birth to class. Exams are not part of the class.

T, 2/18-3/11, 6 p.m. - 9 p.m., SEF-7848-022WT  
RM 225, Magnolia, Asheville Campus  
Fees: Course: \$122.00

### Are you interested in IT Support?

If you are interested in IT Support Classes, Please call Liz Jones at [lizjones@abtech.edu](mailto:lizjones@abtech.edu). Scholarships available.

### Are you interested in Pre-licensing for Insurance?

If you are interested in Pre-licensing for insurance in Property or Casualty, Please call Liz Jones at 828-398-7343 for information on future offerings



### Learn, Formulate and Test

#### Test Kitchen and Natural Products Laboratory

Located at A-B Tech Enka, BioNetwork's facilities provide onsite equipment rental, laboratory testing, and training opportunities for entrepreneurs, chefs, restaurateurs, and enthusiasts with the desire to explore new and alternative food and beverage formulation, presentation techniques, and cooking methods.

<https://www.ncbionetwork.org/food-manufacturing>

### Professional Bookkeeping Foundations

Build a strong foundation in bookkeeping and advance your skills to a professional level with this comprehensive course. Perfect for beginners and those looking to deepen their knowledge, this class covers all essential aspects of bookkeeping and accounting. Start with basic procedures and terminology before diving into specialized topics. Master essential payroll functions, including wage payments, tax withholdings, deposits, and federal reporting requirements. Gain a thorough understanding of asset depreciation for financial statements and tax purposes while also getting in-depth training on inventory management. Finally, learn how to install and implement internal controls to prevent fraud and ensure financial accuracy. With real-world applications and practical exercises, this course will equip you with the skills and confidence to excel in bookkeeping and accounting roles. Note that books are required for the course and not included in the tuition price.

W,F, 2/5-5/16, 2 p.m.-6 p.m., ACC-3108-001WT  
TrV, Transformation Village  
Fees: Course: \$187.00



### Basic and Advanced Culinary Skills Classes

Through a cooperative arrangement with A-B Tech and ABCCM, we are able to offer these 13-week, 210-hour culinary skills classes.



**Cost:** \$750, Scholarships available to qualified veterans

**When:** M/T/W, 8 a.m.—2:30 p.m. w/lunch break

**Where:** Veteran's Restoration Quarters  
1329 Tunnel Road  
Asheville, N.C.

**Contact:** Eric Cox, Culinary Instructor  
828-259-5333, ext. 1606 for more information

### Craft Beverage Institute of the Southeast®



The Craft Beverage Institute of the Southeast (CBI) at Asheville-Buncombe Technical Community College is designed to support the ever-changing

landscape of the craft beverage industry. The CBI provides entry and enterprise-level training through curriculum, work force training, and non-credit courses in brewing, distilling, fermentation, sensory analysis, and related business practices. Additional courses can be developed in response to community or industry needs and delivered on and off site.

CBI provides beverage quality control and sensory analysis testing, business development, and problem solving services

Do you, your business, or your employees want more craft beverage education or training?

Find out more at [www.abtech.edu/CBI](http://www.abtech.edu/CBI) or listen to *Consuming the Craft Podcast*





# A-B Tech Woodfin - Emergency Services

abtech.edu/workforce

828-782-2355

Registration information, page 5. Register early!

## Crisis Intervention Training (CIT)

Crisis Intervention Training (CIT) is a program for community policing that brings together law enforcement and mental health providers to improve responses to people in crisis. CIT programs improve communication and identify mental health resources for assisting people in crisis and ensure that officers get the training and support that they need. CIT programs provide officers with 40-hours of training that includes instruction from mental health professionals and experienced officers in our community. There is a strong focus on verbal de-escalation skills through scenario-based training on responding to people in crises. CIT provides officers with more tools to do their job effectively and can improve officer safety. It is designed to help keep people with mental illness out of jail and hopefully expose them to treatment options. For information on this or other de-escalation type training opportunities, please contact our Law Enforcement Training Coordinators at; leoconed@abtech.edu or by calling 828-782-2319



## Law Enforcement Training

Offers basic programs such as BLET, Detention Officer, Telecommunicator and General Instructor, as well as free training for sworn law enforcement officers, certified detention officers, certified correctional officers and probation and parole officers. Training is regularly scheduled in topics such as narcotics, firearms, defensive tactics, officer safety, radar, non-lethal weapons, investigations, rapid deployment and counter terrorism, in addition to:

- Basic Rifle Qualifications
- Detention Officer Certification
- Mandatory In-Service Classroom
- Mandatory In-Service Online
- Radar Certification
- Radar Recertification

**For additional information:**  
Contact Daryl Fisher at 828-782-2355 or robertdfisher@abtech.edu



## Emergency Medical Services (EMS)

In addition to the classes listed, Emergency Medical Science Continuing Education program provides the following training courses:

**Critical Care EMT-P (CCEMTP)**

**Pediatric & Neonatal Critical Care Transport Program (PNCCT)**

**Tactical Emergency Casualty Care (TECC)**

**Wilderness EMT**

**EMS Instructor Methodology**

**Community Paramedic**

**Neonatal Resuscitation**

For more information on these and other classes offered, please visit [www.abtech.edu/ems-ConEd](http://www.abtech.edu/ems-ConEd), email [madelynjohnson@abtech.edu](mailto:madelynjohnson@abtech.edu) or [anthonymccourry@abtech.edu](mailto:anthonymccourry@abtech.edu), or call 828-782-2623.

Financial assistance may be available to assist with the cost of these Emergency Services classes. For more information, call 828-398-7890 and ask for Catherine.

## A-B Tech Woodfin - Emergency Services

### Initial Emergency Medical Technician (A-B Tech Woodfin)

"This course provides the foundation knowledge and skills necessary to stabilize and transport patients ranging from non-emergent and routine medical transports to life threatening emergencies. Successful completion of this state-approved EMT course will qualify the student to sit for the NCOEMS EMT state exam. For more information and to see other requirements please refer to the Emergency Medical Services Continuing Education web page. For more information or assistance please contact Madelyn Johnson EMS Continuing Education Coordinator [madelynjohnson@abtech.edu](mailto:madelynjohnson@abtech.edu) 828.782.2623 or Anthony McCourry Assistant EMS Continuing Education Coordinator 828.782.2351 [anthonymccourry@abtech.edu](mailto:anthonymccourry@abtech.edu) (email preferred due to unique office hours)

T/TH, 1/14-5/29, 6 p.m. - 10 p.m., EMS-4200-639-ES  
RM 149, ESEB, Woodfin

Fees: Course: \$212.00, Supply/Lab: \$22

### Initial Emergency Medical Technician (A-B Tech Madison)

This course provides the foundation knowledge and skills necessary to stabilize and transport patients ranging from non-emergent and routine medical transports to life threatening emergencies. Successful completion of this state-approved EMT course will qualify the student to sit for the NCOEMS EMT state exam. For more information and to see other requirements please refer to the Emergency Medical Services Continuing Education web page. For more information or assistance please contact Madelyn Johnson EMS Continuing Education Coordinator [madelynjohnson@abtech.edu](mailto:madelynjohnson@abtech.edu) 828.782.2623 or Anthony McCourry Assistant EMS Continuing Education Coordinator 828.782.2351 [anthonymccourry@abtech.edu](mailto:anthonymccourry@abtech.edu) (email preferred due to unique office hours)

M/W, 1/13-5/28, 6 p.m. - 10 p.m., EMS-4200-641 ES  
RM 103, Ramsey, A-B Tech Madison  
Fees: Course: \$212.00, Supply/Lab: \$22

### Con-Ed Paramedic

The Paramedic program provides individuals with the knowledge, skills, and attributes to provide advanced emergency medical care as a paramedic for critical and emergent patients. Students will gain complex knowledge, competency, and experience while employing evidence-based practice under medical oversight and serve as a link from the scene into the healthcare system. This is the first of a 2-part course series. Initial cost excluding tuition covers both sections of course. When registering for the course you must register for both courses listed. For any questions and total course cost please contact EMS Con-Ed coordinator Madelyn Johnson at [Madelynjohnson@abtech.edu](mailto:Madelynjohnson@abtech.edu) or Asst. EMS Con-Ed coordinator Anthony McCourry at [anthonymccourry@abtech.edu](mailto:anthonymccourry@abtech.edu) \*\*For total course cost please contact Madelyn Johnson or Anthony McCourry as listed above\*\*

M-F, 1/6-5/6, EMS-4400-440-ES and EMS-4400-441ES  
RM 138, ESEB, Woodfin  
Fees: Course: \$180.00, Supply/Lab: \$229

**Classes fill quickly for all areas!**

Paramedic starts in August  
EMT, Fire, and BLET start in Jan.  
and July. Contact us well in advance  
of the start date!





## Curriculum Paramedic

The Paramedic program provides individuals with the knowledge, skills, and attributes to provide advanced emergency medical care as a paramedic for critical and emergent patients. Students will gain complex knowledge, competency, and experience while employing evidence-based practice under medical oversight and serve as a link from the scene into the healthcare system. This program is designed for to students to graduate with an A.A.S. in Emergency Medical Sciences and will allow students to sit for both the NC State Paramedic exam and the National Registry Paramedic exam. For more information including program tuition and official start date please contact EMS Con-Ed coordinator Madelyn Johnson at [Madelyndjohnson@abtech.edu](mailto:Madelyndjohnson@abtech.edu)

## Initial Basic Life Support (CPR)

The AHA's BLS Course trains participants to promptly recognize several life-threatening emergencies, give high-quality chest compressions, deliver appropriate ventilations, and provide early use of an AED. The AHA's BLS Course is designed for healthcare professionals and other personnel who need to perform CPR and other basic cardiovascular life support skills in various in-facility and prehospital settings. This course teaches high-quality CPR for adults, children, and infants, essential early use of an AED, effective ventilations using a barrier device, the importance of teams in multi-rescuer resuscitation and performance as an effective team member during multi-rescuer CPR, and relief of foreign-body airway obstruction (choking) for adults and infants. To successfully complete this course, students must participate in hands-on interactive demonstrations, pass the Adult CPR and AED skills test, and score 84% or higher on the written examination. Upon completing all course requirements, participants receive a BLS Provider Course Completion Card, valid for two years. Required Text: BLS Provider Manual – 2020 Guidelines for further assistance, please refer to the Emergency Services Continuing Education web page or contact Justyn Whitson at 828-782-2624 or [justynlwhitson@abtech.edu](mailto:justynlwhitson@abtech.edu).

S, 2/1, 9 a.m. - 3 p.m., SAF-3010-650ES  
RM 206, ESEB, Woodfin  
Fees: Course: \$90.00

S, 4/5, 9 a.m. - 3 p.m., SAF-3010-652ES  
RM 206, ESEB, Woodfin  
Fees: Course: \$90.00

## Basic Life Support Renewal (CPR)

Basic Life Support – Renewal Course. The AHA's BLS Renewal Course refreshes participants to promptly recognize several life-threatening emergencies, give high-quality chest compressions, deliver appropriate ventilations, and provide early use of an AED. The AHA's BLS Renewal Course is designed for healthcare professionals and other personnel who currently hold a non-expired AHA BLS Provider certification and need to perform CPR and other basic cardiovascular life support skills in various in-facility and prehospital settings. This course refreshes high-quality CPR for adults, children, and infants, essential early use of an AED, effective ventilations using a barrier device, the importance of teams in multi-rescuer resuscitation and performance as an effective team member during multi-rescuer CPR, and relief of foreign-body airway obstruction (choking) for adults and infants. To successfully complete this course, students must participate in hands-on interactive demonstrations, pass the Adult CPR and AED skills test, and pass the Infant CPR and AED skills test. Upon completing all course requirements, participants receive a BLS Provider Course Completion Card, valid for an additional two years. Required Text & Equipment: BLS Provider Manual – 2020 Guidelines & BLS Provider eCard (active credential) For further assistance, please refer to the Emergency Services Continuing Education webpage or contact Justyn Whitson at 828-782-2624 or [justynlwhitson@abtech.edu](mailto:justynlwhitson@abtech.edu).

M, 1/6, 6 p.m. - 10 p.m., SAF-7010-649ES  
RM 206, ESEB, Woodfin  
Fees: Course: \$90.00

M, 3/3, 6 p.m. - 10 p.m., SAF-7010-651ES  
RM 206, ESEB, Woodfin  
Fees: Course: \$90.00

S, 5/12, 6 p.m. - 10 p.m., SAF-7010-653ES  
RM 206, ESEB, Woodfin  
Fees: Course: \$90.00

## Basic Life Support (BLS) Instructor Course

The American Heart Association is always seeking professionals to conduct training in first aid, CPR, AED, and advanced cardiovascular care. If you are passionate about saving lives, motivated to facilitate learning, feel comfortable in group settings, and find it easy to make complex concepts understandable to others, you may be a perfect candidate. Follow These Steps to Become an AHA Instructor: After being accepted by an authorized AHA TC, complete an Instructor Candidate Application for the TC before enrolling in an AHA Instructor Course. Have current AHA provider status in the discipline for that Instructor Course and be proficient in all the skills of that discipline. Disciplines include ACLS, BLS, PALS, PEARS and Heartsaver. Successfully complete the Instructor Essentials Course for the discipline for which you are becoming an Instructor, including both the online portion and the classroom/hands-on session. Successfully be monitored teaching within 6 months of completing the hands-on session of their Instructor Essentials Course (TC Coordinators may require additional monitoring, if needed). Once you become an Instructor, you will have access to the most current emergency cardiovascular care science, course updates, training resources and tools through the online AHA Instructor Network. You will also be able to post class dates and times to reach more students through our public website. For more information or to request an Instructor Candidate Application, please contact Justyn Whitson and [justynlwhitson@abtech.edu](mailto:justynlwhitson@abtech.edu).

T, 3/11-, 9 a.m. - 5 p.m., SAF-3023-661ES  
RM 206, ESEB, Woodfin  
Fees: Course: \$90.00

## Firefighter Certifications Overview

The Fire Services program teaches certification classes that are NFPA compliant, IFSAC accredited, and under the curriculum approved by the North Carolina Office of the State Fire Marshal. Examples are not limited to but include,

Firefighter	Fire & Life Safety
Airport Firefighter	Educator I, II & III
Driver Operator Emergency Vehicle Driver	Fire Officer I & II
Driver Operator Pumps	Hazmat Operations
Driver Operator Aerials	Instructor I & II
Driver Operator Mobile Water Supply	Marine Firefighter
	Rescue Officer
	Technical Rescuer Vehicle



## Cross Cultural Communications Medical and Community Interpreter

Cross Cultural Communications Interpreter training programs are recognized by the National Board of Certification for Medical Interpreters and the Certification Commission for Healthcare Interpreters. Participants fluent in English and any other language are encouraged to take advantage of this opportunity at community college prices. See class details in this section and register today.



### Health Occupations

## Community Health Worker - English,Virtual

Course designed to provide individuals with the required knowledge, tools, and resources to become recognized as a certified Community Health Worker (CHW) in North Carolina. Instruction covers nine core competencies essential to working as a certified CHW including communication, capacity building, service, coordination, interpersonal, advocacy, outreach, and personal/professional skills. Knowledge based competencies include health and social issues that disproportionately impact clients. Class meets virtually via Zoom, with additional online assignments and self-paced work per week. No class on 11/28/24. Prerequisites: Ability to receive, compose and send email, access web-based material, save independent coursework to computer file and upload/download documents. Access to laptop or desktop computer with camera capability. Required Textbook: Foundations for Community Health Workers, 2nd ed.

TH, 1/30-5/15, 6 p.m. - 9 p.m., HEA-3121-012HC  
RM , VLC - Virtual Learning Classroom  
Fees: Course: \$185.00

## Community Health Worker - Spanish,Virtual

Course designed to provide individuals with the required knowledge, tools, and resources to become recognized as a certified Community Health Worker (CHW) in North Carolina. Instruction covers nine core competencies essential to working as a certified CHW including communication, capacity building, service, coordination, interpersonal, advocacy, outreach, and personal/professional skills. Knowledge based competencies include health and social issues that disproportionately impact clients. Class meets virtually via Zoom, with additional online assignments and self-paced work per week. Prerequisites: Ability to receive, compose and send email, access web-based material, save independent coursework to computer file and upload/download documents. Access to laptop or desktop computer with camera capability. Required Textbook: Foundations for Community Health Workers, 2nd ed. Ability to receive, compose and send email, access web-based material, save independent coursework to computer file, upload /download documents, as well as read/write basic English

S, 1/18-5/3, 6 p.m. - 9 p.m., HEA-3121-011HC  
RM , VLC - Virtual Learning Classroom  
Fees: Course: \$185.00

## Community Interpreter new

This 40 hour in-person program provides an introduction to social services, educational and medical interpreting. Course covers communication barriers and management of cultural misunderstanding, with a focus on message transfer skills such as chunking, paraphrasing, parroting and anticipation. Ethics, standards, protocols, skills and modes of interpreting in both community and healthcare settings are addressed. Instructor: Gulnara Akbarova  
Required Textbooks: The Community Interpreter: An International Textbook and The Community Interpreter: An International Workbook of Activities and Role plays. Prerequisites: Can speak and read English and one other language.

S, 3/15-4/12, 8:30 a.m. - 5:30 p.m., FLI-2200-002WT  
RM 517, Ferguson Ctr., AHWD , Asheville Campus  
Fees: Course: \$137.00

## Medical Interpreter new

This 40 hour in-person program provides an introduction to medical interpreting, preparing student to enter the field as a professional interpreter in healthcare. Class meets the requirement to apply for medical interpreter certification with the Certification Commission for Healthcare Interpreters (CCHI) and the National Board of Certification for Medical Interpreters (NBCMI). Course covers medical interpreting ethics, standards, protocols, skills and modes, tackles medical terminology, the healthcare system, medical protocols—including HIPAA and infection control—and language access laws. Instructor: Gulnara Akbarova  
Required Textbooks: The Medical Interpreter: A Foundation Textbook for Medical Interpreting and The Community Interpreter: An International Workbook of Activities and Role plays. Prerequisites: Can speak and read English and one other language.

S, 1/25-2/22, 8:30 a.m. - 5:30 p.m., FLI-3700-002HC  
RM 517, Ferguson Ctr., AHWD , Asheville Campus  
Fees: Course: \$137.00

## Mental Health First Aid

One in five adults in the US report living with a mental health challenge. Mental Health First Aid teaches how to identify, understand and respond to signs of mental illness and substance use disorders. Gain the skills needed to provide initial support to someone developing a mental health or substance use problem and help connect them to the appropriate care. Learn the symptoms of common mental illnesses and substance use disorders, how to de-escalate crises safely, and initiate timely referrals to appropriate professional resources in the community. All materials provided. The class prepares students for a certification from the National Council for Mental Wellbeing, valid for three years. You must be 18 years of age to register.



F, 2/7, 8 a.m. - 5 p.m., SEF-4100-566HC  
RM 431, Ferguson Ctr., AHWD , Asheville Campus  
Fees: Course: \$107.00

F, 5/30, 8 a.m. - 5 p.m., SEF-4100-567HC  
RM 181, Goodwill Ctr., Goodwill  
Fees: Course: \$107.00





## Clinical Massage

Clinical massage has increased hours to our program for certification. This will increase the exposure to more modalities in the massage world. Graduates will be more sought after than ever before!

Call to receive details of the information session and requirements for class 828-398-7878 or Email [teresawnix@abtech.edu](mailto:teresawnix@abtech.edu)



### Module I Fundamentals of Massage Theory and Practice I -Clinical Massage

Announcing the second cohort for the Clinical Massage Program! The Clinical Massage program offers comprehensive classroom, laboratory, and hands-on clinical experience in alignment with the standards set by the North Carolina Board of Massage and Bodywork Therapy (NCBMBT). The program is divided into three modules:•Module I: Fundamentals of Massage Theory and Practice I•Module II: Fundamentals of Massage Theory and Practice II•Module III: Integrative Massage and ClinicTo successfully complete the program, students must complete all three modules sequentially, totaling 650 hours. Note that credits are not transferable between programs, and prior coursework cannot be substituted.This face-to-face program is designed to prepare students for the MBLEx exam. Upon passing, students can apply for licensure in North Carolina. Course schedules may vary, and a new cohort begins in September 2024. To secure your spot on the waitlist, start gathering required documents now. This is a competitive program, so early action is recommended!

M-W, 2/10-5/21, 9 a.m. - 3:30 p.m., MTH-3021-200HC RM 242, Ferguson Ctr., AHWD , Asheville Campus Fees: Course: \$267.00

### Module II-Fundamentals of Massage Theory and Practice II

This is the second module of the Clinical Massage Program, designed for students who have successfully completed Module I. In this module, students engage in a more advanced study of pathophysiology, including kinesiology, along with extensive hands-on practice. The program is fully approved by the North Carolina Board of Massage and Bodywork Therapy.To complete the program, students must pass all three modules—covering both didactic instruction, lab work, and clinical practice—taken in sequential order. Registration is required for each module. Midway through this module, students will begin participating in a clinic day, either on Thursday or Friday, which will continue through Module III.

M-W, 1/21-4/18, 9 a.m. - 3:30 p.m., MTH-3021-128H TH or F Clinic, 9 a.m. - 3:30 p.m. RM 449, Ferguson Ctr., AHWD , Asheville Campus Fees: Course: \$267.00

### Medication Aide

This course is designed to meet the training requirements for becoming qualified as a medication aide and will cover the six rights of medication administration for non-licensed personnel. Upon satisfactory completion, students will be able to take the competency exam (additional cost of \$59) and demonstrate skills necessary to qualify for listing on the North Carolina Medication Aide Registry. Proof of high school diploma or GED® and current listing as a Nurse Aide I in North Carolina are required in order to register. Textbook must be read before class. Courses to be announced. Dates vary. Call for information.

### Dental Radiology

This certificate class is for individuals who have 3 months experience in the dental clinical area. There is a lab and online components to this class. For information on upcoming classes,contact the Health Occupations office at 828-398-7878 or Email [teresawnix@abtech.edu](mailto:teresawnix@abtech.edu)

### Dental Anesthesia

Take your dental career to the next level with our Local Anesthesia Certification Course for Dental Hygienists! This 24-hour course, meeting North Carolina State Board of Dental Examiners requirements, includes 16 hours of online learning and 8 hours of hands-on clinical training. Hygienists with less than two years of experience can complete a 30-hour program with additional clinical hours. Gain the skills and certification needed to safely administer local anesthesia and enhance patient comfort in your practice! Call Health Occupations department for information about this upcoming course. 828-398-7878.



### Module III: Intensive Clinic Lab

This is the third and final module of the Clinical Massage Program. It offers intensive lab practice in clinical massage techniques within a simulated clinic environment, providing students with hands-on experience. Additionally, students will participate in a clinic rotation to gain real-world experience. To complete this module, students must pass a practical "Hands-On" Practicum and prepare for their certification exam.

M-W, 4/28-6/25, 9 a.m. - 3:30 p.m., MTH-3021-129HC TH or F Clinic, 9 a.m. - 3:30 p.m. RM 449, Ferguson Ctr., AHWD , Asheville Campus Fees: Course: \$267.00



## Nurse Aide I

This course provides essential training for entry-level caregiving skills needed to work as a Nurse Aide I in diverse healthcare settings, such as nursing homes, hospitals, and private homes. For detailed registration information, please visit the A-B Tech Nurse Aide Program website. The required textbook, Hartman's Long-Term Care, Workbook and Handbook, is available at the campus bookstore. Please note that online registration for NA-I courses is not available. An Orientation to Nurse Aide class will take place before the start of classes. Day classes lasting more than 4 hours will include a half-hour lunch break, while evening classes will have varied schedules for lab work and skills testing. Be aware that class dates, times, and tuition may change. All course activities are face-to-face, and clinical rotations are 8-hour days.

### A-B Tech Madison

**(Students must register at A-B Tech Madison)**

M/TH,S, 1/16-4/3, NAS-3240-702HC

M/TH, 8 a.m. - 3 p.m. (Class)

S, 7 a.m. - 3:30 p.m. (Clinical)

RM 113, Ramsey, A-B Tech Madison

Fees: Course: \$292.00

T-TH,S, 1/21-3/27, NAS-3240-410HC

T-TH, 5:30 p.m. - 9 p.m. (Class)

S, 7 a.m. - 3:30 p.m. (Clinical)

RM 113, Ramsey, A-B Tech Madison

Fees: Course: \$292.00

### Goodwill

M-W, 1/21-3/10, NAS-3240-211HC

M-W, 8:30 a.m. - 4 p.m. (Class)

M-W, 7 a.m. - 3:30 p.m. (Clinical)

RM 196, Goodwill Ctr., Goodwill

Fees: Course: \$282.00

M-W, 3/17-5/6, NAS-3240-212HC

M-W, 7 a.m. - 3:30 p.m. (Class)

M-W, 7 a.m. - 3:30 p.m. (Clinical)

RM 113, Goodwill Ctr., Goodwill

Fees: Course: \$282.00

### Transformation Village

T/TH, 4/1-7/10, NAS-3240-908HC

T/TH, 8 a.m. - 4 p.m. (Class)

T/TH, 7 a.m. - 3:30 p.m. (Clinical)

RM 002, TrV, Transformation Village

Fees: Course: \$282.00

### Asheville Campus

M-W, S, 1/21-3/19, NAS-3240-302HC

M-W, 5 p.m. - 9 p.m. (Class)

S, 7 a.m. - 3:30 p.m. (Clinical)

RM 344, Ferguson Ctr., AHWD, Asheville Campus

Fees: Course: \$292.00

### Asheville Campus (Cont.)

T-TH,S, 1/21-3/19, NAS-3240-506HC

T-TH, 5 p.m. - 9 p.m. (Class)

S, 7 a.m. - 3:30 p.m. (Clinical)

RM 342, Ferguson Ctr., AHWD, Asheville Campus

Fees: Course: \$292.00

W-F, 1/22-3/7, NAS-3240-103HC

W-F, 8:30 a.m. - 4 p.m. (Class)

W-F, 7 a.m. - 3:30 p.m. (Clinical)

RM 344, Ferguson Ctr., AHWD, Asheville Campus

Fees: Course: \$292.00

W-F, 3/12-5/8, NAS-3240-104HC

W-F, 7 a.m. - 3:30 p.m. (Class)

W-F, 7 a.m. - 3:30 p.m. (Clinical)

RM 344, Ferguson Ctr., AHWD, Asheville Campus

Fees: Course: \$292.00

### Phlebotomy

This course offers both theoretical and clinical training required for the accurate collection of blood and other specimens for diagnostic testing. Key areas of focus include ethics, legal considerations, medical terminology, safety and universal precautions, healthcare delivery systems, patient relations, anatomy and physiology, and specimen collection techniques. Upon successful completion, students will be equipped to perform specimen collection procedures safely across various healthcare settings and may qualify for national certification as phlebotomy technicians. The course includes a clinical component and begins at 8:30 AM.

M-TH, 1/21-3/13, 8:30 a.m. - 3:30 p.m.,

PBT-3022-102HC

RM 237, Ferguson Ctr., AHWD, Asheville Campus

Fees: Course: \$232.00

M-TH, 3/10-5/7, 8:30 a.m. - 3:30 p.m., PBT-3022-103HC

RM 237, Ferguson Ctr., AHWD, Asheville Campus

Fees: Course: \$232.00

TH/F/S, T/TH, 1/21-5/7, PBT-3022-201HC

TH/F/S, 7 a.m. - 3:30 p.m.

T/TH, 5:30 p.m. - 9:30 p.m.

RM 237, Ferguson Ctr., AHWD, Asheville Campus

Fees: Course: \$223.00



### Nurse Aide Level I required for Associate Degree Nursing and RIBN (Regionally Increasing Baccalaureate Nurses) Nursing Program

Nurse Aide Level I prepares students for this requirement. Classes fill up quickly. Class size is limited to 10 students.

Due to demand for the Nurse Aide classes, minors (16-17 years old) will be admitted to class per College policy on page 5. Exceptions may be made for minors with a high school diploma or GED® at the time of class. A background check and a drug screen test will be required. These costs are the responsibility of the student. Information about completion of Drug Screening will be provided during Introduction of Nurse Aide I

**For further information please call, 828-398-7878, or visit abtech.edu/ce.**

### Nurse Aide II

This course offers short-term training to move NAs at Level I to more complex nursing tasks under the supervision of a licensed nurse. This course is limited to individuals that are currently listed on the NC Registry. Individuals also must have at least six months experience; High School diploma or GED; RN Letter of Recommendation; proof of immunizations; background check, drug screening, and score of 80 or more on assessment test. The skills are more complex than NA I. Class times and clinicals vary and may include evenings and weekends. Registration must be in person. After completion of course, names will be uploaded to the NC BON. Candidates must apply to NC BON and pay \$24 to be listed as NA II. Textbook: *Thomson's North Carolina Nurse Aide II*. Class typically meets M/W evenings 5-9 p.m. and will include Saturday daytime clinical 7 a.m.-3:30 p.m. Students cannot register online for Nurse Aide courses. See Financial Assistance information, page 3.

*Please call 828-398-7878 for questions and to be placed on a mailing list to receive information on upcoming classes and registration information as it becomes available.*





*Not all certification classes are offered every semester.*

## Business & Hospitality Certification Programs

Course Title	Hours	Certifying Body	Level
Barber Academy	1528	NC Board of Barber Examiners	State
Drone Remote Pilot Part 107	18	FAA	National
Foundations of Wine	12	Court of Master Sommeliers	International
eNotary	3	NC Secretary of States office	State
Notary Public	7	NC Secretary of States office	State
ServSafe Manager Certification	8	National Restaurant Association	National
Always Food Safe: Food Manager Certification	8	American National Standard Institute (ANSI)	National
Real Estate Broker Pre-licensing	75	NC Real Estate Commission	State

## Computer & Online Training Online Preparatory Certification Programs

Course Title	Hours	Certifying Body	Level
Basic CompTIA A+ Certification Prep	24	CompTIA A+	National
Intermediate CompTIA A+ Certification Prep	24	CompTIA A+	National
Advanced CompTIA A+ Certification Prep	24	CompTIA A+	National
CompTIA Network+ Certification Prep	24	CompTIA Network+	National
Microsoft Office Specialist (MOS) Associate Certification Training	245	Microsoft	National
Microsoft Office Specialist (MOS) Expert Certification Training	335	Microsoft	National
Project Management Professional (PMP™) Prep	24	Project Management	National



## Health Occupations Certification Programs

Course Title	Hours	Certifying Body	Level
Clinical Massage	654	NC Board of Massage and Bodywork Therapy	State
Community Health Worker	96	NCDHHS Office of Rural Health	State
Community Interpreter	40	Cross Cultural Communications	National
Dental Radiology	30	NC State Board of Dental Examiners	State
ElectronicHealth Record Specialist	96	National Health Career Association	National
Medical Interpreter	40	Cross Cultural Communications	National
Medication Aide	24	NC Board of Nursing (NCBON)	State
Mental Health First Aid	8	National Council for Mental Wellbeing	National
Nurse Aide I	120	NC Board of Nursing/NCDEPT. of Health & Human Services, Health Care Registry	State
Nurse Aide II	180	NC Board of Nursing (NCBON)	State
Nurse Aide Refresher	40	NC Board of Nursing/NCDEPT. of Health & Human Services, Health Care Registry	State

## Occupational & Skilled Trades Certification Programs

Course Title	Hours	Certifying Body	Level
Auto Safety Inspection	8	NC DMV License & Theft Bureau	State
Electrical License Renewal	8	NC Board of Examiners of Electrical Contractors	State
Emissions Inspection	8	NC DMV License & Theft Bureau	State
Escort Vehicle Operator	8	NC DOT	State
CDL-A (Truck Driver Training)	176	NC DMV	State
CDL-B (Truck Driver Training)	176	NC DMV	State





## NCWorks Career Center Asheville

- All services are free of charge and open to anyone – employed/unemployed, students, older workers, justice-involved individuals, veterans, youth, etc.
- Conveniently located downtown with plenty of free parking
- Work with us in-person, by phone, or by computer virtually through video conferencing

### Find Jobs

- Get information on who is hiring in our region
- View job listings and receive referrals through our virtual one-stop [www.ncworks.gov](http://www.ncworks.gov)
- Make connections with local HR representatives during our in-person and virtual job fairs
- Free computer, Internet & fax machine access (many of our computers have webcams and microphones for virtual services including job interviews and career counseling)
- Employability Lab for one-on-one computer assistance

### Skills Development

- Receive help with creating or updating a resume
- Prepare for your next job interview
- Attend in-person or virtual workshops on networking, resume writing, interviewing and LinkedIn
- Explore new jobs and careers with our career assessments, including the Myers-Briggs Type Inventory
- Free online computer tutorials and training programs
- Brush up on your soft skills with our ACT WorkKeys Curriculum

### Get Training

- Free financial assistance for education and training to those who qualify, including short-term, 1-year diploma and 2-year Associates degree programs
- Funding available to cover some costs of online training and professional certifications
- On-the-job training opportunities

Our certified Career Counselors and Advisors are ready to assist you with all aspects of the job search process, including job search assistance, career exploration and decision-making, and career advancement strategies.

**NCWorks Career Center Asheville**

**53 Asheland Ave. Suite 105**

**Asheville, NC 28801**

**(828) 920-6670**

**[BuncombeCounty@NCWorks.gov](mailto:BuncombeCounty@NCWorks.gov)**

**[www.ncworksasheville.com](http://www.ncworksasheville.com)**

**Facebook: [facebook.com/ncworksasheville](https://www.facebook.com/ncworksasheville)**

### Human Resources Development (HRD)

Individuals enrolling in courses offered through the Human Resources Development (HRD) Program may be granted a waiver of registration fees if they meet one of four criteria:

1. Are unemployed;
2. Have received notification of pending layoff;
3. Are working and are eligible for federal earned income tax credit;
4. Are working and earning wages at or below two hundred percent (200%) of the federal poverty guidelines.

### We would love to hear from you!

**Scan the QR code and let us know what classes you would like offered.**





## Skills Training Classes for Job Seekers!

Get job skills training in six to 12 weeks at Goodwill's Workforce Development Center (next to DMV on Patton Ave in Asheville.) Classes are offered in partnership with A-B Tech. Scholarships are available for those who qualify.

- Nurses Aide I & Nurse Aide Refresher
- Electronic Medical Records
- Adult High School
- Online classes on Ed2Go
- ServSafe
- Commercial Driving Careers/CDL-A & B
- Computer Skills Classes

### Goodwill Industries

1616 Patton Ave, Asheville, NC  
828-298-9023, Ext. 11112  
jstevenson@goodwillnwc.org

This program is brought to you through a partnership with:



## Prove your Career Readiness to Employers!

The National Career Readiness Certificate (NCRC) is a national, portable credential that verifies foundational workplace skills in problem solving, critical thinking, reading work-related text, applying mathematical reasoning to work-related problems, and applying information that is presented graphically.

A-B Tech:

- Helps you prepare for the NCRC using the WorkKeys Curriculum system.
- Is a community lead in a partnership to make Buncombe County a "Work Ready Community."

The goal of a Work Ready Community is to show how many people have taken the CRC and to have a pre-determined number of companies recognize the value of the NCRC as an indicator of workplace skills. Companies in Buncombe county recognizing or recommending the NCRC - Mission Health, MB Haynes, Pratt & Whitney, and many others.

Make yourself more marketable to employers and prove your workplace skills with the NCRC!

Certain educational programs require or strongly encourage taking the NCRC prior to applying to their programs.

For more information about the NCRC, visit the NC Works Career Center Asheville, 48 Grove Street, 828-251-6200.





## Job Preparedness

### Career Connections

The Career Connections Lab is an open computer lab where participants can get assistance with every area of their career journey, including resume creation, interview practice, job applications, and career coaching. Support is provided at any stage of employment, whether you are unemployed and looking for work or employed but looking to improve your outlook. We are conveniently located on the bus line – accepting appointments and walk-ins are always welcome M-F from 9-4. For more information, call Goodwill 828-298-9023 ext. 4.

M-F, 1/2-5/15, 9 a.m. - 4 p.m., HRD-7653-700HR  
RM 152, Goodwill Ctr., Goodwill  
Fees: Course: Waived

### Career Lab

In this open employability lab, you receive individualized guidance for building a resume, performing a job search, completing online job applications, learning effective interview techniques, and developing essential employability skills. At the Career Lab at NCWorks in Asheville, you can work independently or with an A-B Tech instructor on job search and career development. Computers with internet access are available for all employment-related activities, including online job searches, online applications, and resumes. You must be registered with NCWorks to take advantage of this free class. Please call 828-920-6670 for more information.

M-F, 1/2-5/15, 8:30 a.m. - 12:30 p.m., HRD-7688-702HR  
RM Lab, NCWorks Asheville Career Ctr.,  
53 Asheland Ave, Suite 105  
Fees: Course: Waived

### CNC, Introduction to

This one-day course is designed to teach the fundamentals and industrial uses of CNC machining. Students will be introduced to various types of CNC machines, their functions, and how they are programmed. To sign up call 828-398-7934 or email [jobpreparedness@abtech.edu](mailto:jobpreparedness@abtech.edu)

S, 3/29, 8 a.m. - 12 p.m., HRD-7712-728HR  
RM 105, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: Waived

### Composites, Introduction to

Composites are used in everything from aircrafts and automobiles, to satellite dishes and bicycles, to medical prosthetics and home accessories. This comprehensive one-day class will give you a hands-on experience with composite ply layup, rapid ply cutter operation, bagging fundamentals and autoclave operation. Each student will layup a small item, cook it, and be able to take it with them at the end of the day. To register call 828-398-7934 or email [jobpreparedness@abtech.edu](mailto:jobpreparedness@abtech.edu)

S, 4/19, 8 a.m. - 5 p.m., HRD-7739-730HR  
RM 212, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: Waived


### Computer Skills for Job Seekers

Operating a computer is a necessary life skill for finding and maintaining gainful employment. Come learn basic computer skills that can enhance your search for employment. Included in this class is an overview of basic computer concepts, uses of hardware, applications, and programs. This course will familiarize you with the computer, develop basic keyboarding skills, and increase your comfort level with computers. Develop basic Microsoft Word skills that you can use to create or update a resume and cover letter. Create an email account to sharpen your email skills and learn email etiquette. Learn to surf the web to search and apply for jobs. At the end of this course students should be comfortable operating a Windows based computer, creating and managing E-mail accounts, finding information on the internet and using computer for researching, finding employment and using the internet for job posting online. Call 828-398-7934 or email [jobpreparedness@abtech.edu](mailto:jobpreparedness@abtech.edu) to sign up today.

T/TH, 1/14-2/6, 9 a.m. - 12 p.m., HRD-7642-702HR  
RM 438, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: Waived

M/W, 3/31-5/7, 6:30 p.m. - 8:30 p.m., HRD-7642-703HR  
RM 7, TrV, Transformation Village  
Fees: Course: Waived

T/TH, 4/15-5/8, 12:30 p.m. - 3:30 p.m.  
HRD-7642-701HR  
RM 198, Goodwill Ctr., Goodwill  
Fees: Course: Waived



**SKILLS TO SUCCEED ACADEMY**  
Free Online Employability Training

The Skills to Succeed Academy can build employability skills and confidence through free, easy to use training which uses videos, quizzes, gaming techniques, activities, real life scenarios and simulations. For more information, email [jobpreparedness@abtech.edu](mailto:jobpreparedness@abtech.edu).





### Computer Skills for the Workplace

Improve computer skills while developing employability skills. Students will learn the basics of Microsoft Word, Excel and PowerPoint, and how to use these programs in day-to-day settings as well as in job search efforts. Work on resumes, cover letters, presentations, budgets, and more. You will also learn computer file management skills to save your work on the hard drive, usb device and cloud services, as well as moving, copying, naming, uploading and changing file types. And also improve basic keyboarding skills. This course sets the foundation for other computer courses. Prefer students have taken Computer Skills for Job Seekers prior to enrolling in this course. Call 828-398-7934 or email [jobpreparedness@abtech.edu](mailto:jobpreparedness@abtech.edu) to sign up today.

T/TH, 2/11-3/11, 9 a.m. - 12 p.m., HRD-7742-712HR  
RM 438, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: Waived

T/TH, 5/13-6/5, 12:30 p.m. - 3:30 p.m.,  
HRD-7742-711HR  
RM 198, Goodwill Ctr., Goodwill  
Fees: Course: Waived

M/W, 5/12-6/23, 6:30 p.m. - 8:30 p.m.,  
HRD-7742-713HR  
RM 7, TrV, Transformation Village  
Fees: Course: Waived

### Essential Computer Skills: A Comprehensive 6-hour Course new

This course will introduce the basics of the computer system PC Windows with attention for job seeking. Students will get hands on experience with keyboard and mouse applications that will improve proficiency in job searching & exploration, resume production & updating, and cover letter generating & updating. Attendees will gain a knowledge of all the essential hardware components for proper use. Participants will gain experience and obtain knowledge of software programs including Google, Microsoft Office, and internet safety and security with emphasis on password construction & password safeguarding. To sign up email [jobpreparedness@abtech.edu](mailto:jobpreparedness@abtech.edu) or call 828-398-7934.

M/W, 1/27-1/29, 2:30 p.m. - 5:30 p.m.,  
HRD-7715-704HR  
RM 7, TrV, Transformation Village  
Fees: Course: Waived

M/W, 2/17-2/19, 5:30 p.m. - 8:30 p.m.,  
HRD-7715-706HR  
RM 118, Ramsey, A-B Tech Madison  
Fees: Course: Waived

T/TH, 3/18-3/20, 2:30 p.m. - 5:30 p.m.,  
HRD-7715-705HR  
RM 7, TrV, Transformation Village  
Fees: Course: Waived

T/TH, 4/1-4/3, 5:30 p.m. - 8:30 p.m., HRD-7715-707HR  
RM 118, Ramsey, A-B Tech Madison  
Fees: Course: Waived

### Machine Shop, Introduction to

Have you ever wondered how the things you use every day are made? Have you ever wanted to make or repair something yourself? Intro to Machine Shop will give you a chance to explore and experience how to do just that! In this class we will cover topics including basic blueprint reading, precision measurement tools, and basic machine operations. Join us at the AMC and let us help you explore the endless possibilities of manufacturing. To sign up call 828-398-7934 or email [jobpreparedness@abtech.edu](mailto:jobpreparedness@abtech.edu)

W, 5/10, 8 a.m. - 12 p.m., HRD-7702-728HR  
RM 105, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: Waived

### Robotics, Introduction to

Come experience the world of robotics! No experience is necessary to participate in this hands-on class. Students will learn how to interact with a robot's computer system and have the robot complete a task. It is highly recommended that students are comfortable with basic computer tasks and hardware. To sign up call 828-398-7934 or email [jobpreparedness@abtech.edu](mailto:jobpreparedness@abtech.edu).

S, 3/8, 8 a.m. - 12 p.m., HRD-7713-729HR  
RM 107, Adv. Manufacturing Ctr., Asheville Campus  
Fees: Course: Waived

### Smartphone Basics: Android

Welcome to the Smartphone Basics: Android class! This course is designed for beginners who are new to Android smartphones or those needing a little help with understanding the Android operating system. This class will provide you with essential knowledge and skills on texting, email, apps, and a full discussion on online safety. Learn to use the calendar, notes, to-do, clock and alarm features. The class consists of a series of interactive lectures, demonstrations, and hands-on activities. Participants should bring their Android devices to class for practical exercises. To sign up for the no cost class email [jobpreparedness@abtech.edu](mailto:jobpreparedness@abtech.edu) or call 828-398-7934.

M/W, 3/3-3/26, 2:30 p.m. - 5:30 p.m., HRD-7711-708HR  
RM 7, TrV, Transformation Village  
Fees: Course: Waived

### WorkKeys Curriculum

Learn the work readiness skills you need to be successful in today's workplace. WorkKeys Curriculum is an easy-to-use free online course. Students can strengthen applied math, graphic literacy and workplace document skills in preparation for the National Career Readiness Certificate assessment. This online tutorial can be accessed from any computer, tablet or mobile device with a browser that supports HTML5 at any time that is convenient for you and is designed to increase your skill levels quickly and efficiently. It is offered for free through a partnership with the Mountain Area Workforce Development Board and A-B Tech. For more information, call 828-398-7934 or email [jobpreparedness@abtech.edu](mailto:jobpreparedness@abtech.edu).

1/2-5/15, HRD-7643-727HR  
Online  
Fees: Course: Waived

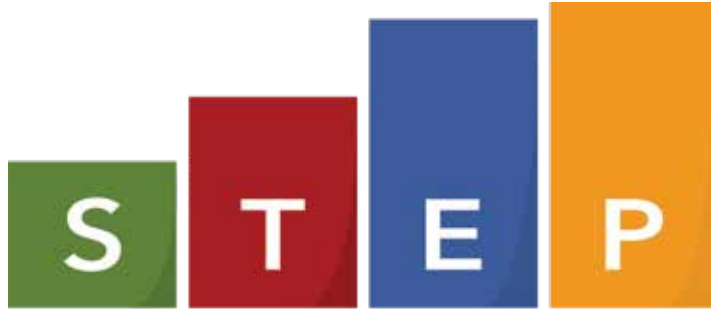
**We would love to hear from you!**

**Scan the QR code and let us know what classes you would like offered.**





## New Name Coming Soon!



Are you unemployed or underemployed? Are you interested in a better job or starting a new career? Would you like to gain additional training, certifications, or degrees? If so, then STEP might be the program for you!

STEP is a partnership between A-B Tech & Buncombe County DHHS. We can assist anyone receiving FNS Food Assistance Recipients in Buncombe County to increase their professional skills, earn new credentials, and boost career possibilities.

Through STEP, you can receive:

- Training and certifications for in-demand jobs
- Advising and career coaching
- Supportive services and transportation assistance
- Financial assistance with books, testing materials, uniforms, etc.
- Help with navigating the college enrollment process
- Assistance with resumes, cover letters, interviewing skills, and employer connections

### Contact Info

Website: <https://abtech.edu/step> Please fill out our online interest form if you'd like us to contact you!

For current STEP clients interested in Career Services, contact Helen Jenny at [helenjenny@abtech.edu](mailto:helenjenny@abtech.edu) to set up an appointment. She will connect with you in person or remotely to provide assistance with resume building, cover letter writing and job search activities.



The T-STEP is a FREE intervention developed to support transition to employment and post secondary education for 16-21 year olds with Autism Spectrum Disorder who will or have received the Future-Ready Core high school diploma.

- Goal Setting Skills
- Executive Function Skills
- Emotion Regulation Skills
- Social Skills for College & Work

For more information, contact Rashad Carlson, Clinical Program Service Coordinator at 919-843-9505 or [TSTEPinfo@med.unc.edu](mailto:TSTEPinfo@med.unc.edu)



## ABCCM's Transformation Village

### A-B Tech Classes are being offered at Transformation Village (TrV)

Sewist Training, The Beginning.....	Page 21
Advanced Sewing Workshop .....	Page 21
Industrial Sewing Bootcamp .....	Page 21
Professional Bookkeeping Foundations .....	Page 26
Computer Skills for Job Seekers.....	Page 36
Computer Skills for the Workplace .....	Page 37
Essential Computer Skills .....	Page 37
Smartphone Basics: Android .....	Page 37

Transformation Village  
45 Rocky Ridge Rd.  
Asheville, NC 28806



**A-B Tech  
Entrance on  
right side of  
the building**

**Classes continuously added.**

Check registration website for updates.

To Register online: go to [abtech.edu/coned-registration](http://abtech.edu/coned-registration)

For more information email [workforceprograms@abtech.edu](mailto:workforceprograms@abtech.edu), or call 828-398-7934.  
To reach Transformation Village directly, contact Denise Lawson, (828) 259-5365 ext. 2004 or  
email [denise.lawson@abccm.org](mailto:denise.lawson@abccm.org)

## Community Partnerships

The months since September 27 rattled our community in a way that we have never experienced. The hurricane and preceding storm were a once in a hundred-year event, but the coming together of our community is equally important and what I will remember along with the devastating impact of the storm.

A-B Tech is forever thankful for the wonderful partnerships we have formed over the years, and for the new ones we were able to form following the storm. Working in partnership with organizations like Land of Sky, Goodwill, Asheville Chamber of Commerce, ABCCM, NCWorks, Mountain BizWorks, the Golden Leaf Foundation, Manna Food Bank, the Red Cross, Eblen, United Way and others, we were able to collaborate on funding, resources, and events to help with the region's recovery efforts.

We also appreciate new partners like our community college colleagues across the state, especially the colleges that adopted A-B Tech and will continue to support our efforts long-term. We had water delivered from Charlotte Motor Speedway, and other goods delivered by friends who pulled up in a pickup truck. Additionally, we have received funding from the state to help with emergency funds, as well as scholarship dollars to help our students.

Whether you are returning to finish what you started before the hurricane or want to retool with some new skills to help restart your career and/or help rebuild our community, know that there are many partners in the community standing by to make your transition easier.

In partnership,  
Deborah D. Bailey  
Vice-President, Economic & Workforce Development and Continuing Education







**In partnership with Trans-Tech, A-B Tech is offering both CDL-A and CDL-B Training.**

**CDL-A:** For students that want to drive tractor-trailers or semi-trailers. The five-week full-time program includes three weeks of practical training, Monday through Thursday, 7 a.m. to 5:30 p.m. Alternatively, a 10-week weekend program is also available.

**CDL-B:** For students that want to drive smaller commercial vehicles such as dump trucks or passenger buses (not school buses). The five-week full-time program includes three weeks of practical training, Monday through Thursday, 7 a.m. to 5:30 p.m.

Both programs are a hybrid of online and in-person training and feature small class sizes along with job seeking assistance. Tuition assistance may be available.

**Enrollment Requirements**

- 18 years of age
- Currently possess a valid driver's license with no restrictions
- Have a valid Social Security card
- Have an acceptable driving record
- Pass a criminal background check
- Be drug-free and be able to pass both a DOT physical and drug screen
- Attend orientation session

**For more information, email: [truck@abtech.edu](mailto:truck@abtech.edu)**

**In-person Orientation Dates in**

**Ferguson Ctr., AHWD, Asheville Campus, 10 Genevieve Circle Asheville**

2 p.m.: 1/9, 2/5, 3/10, 4/9, 5/8, 6/4      6 p.m.: 1/21, 2/18, 3/26, 4/22, 5/20, 6/17



**Workforce Training**

**2023 NEC Changes, Part 1**

This course is designed to provide electrical professionals with updated information on the changes to Chapters 1-4 of the National Electric Code in the 2023 book, the NC Electric Code, and local utility requirements. This course has been approved by the N.C. State Board of Examiners of Electrical Contractors for 8 hours of continuing education credit.

F, 2/21, 8 a.m. - 5 p.m., ELC-7017-001WT  
RM 126, Ferguson Ctr., AHWD , Asheville Campus  
Fees: Course: \$82.00

F, 4/11, 8 a.m. - 5 p.m., ELC-7017-002WT  
RM 126, Ferguson Ctr., AHWD , Asheville Campus  
Fees: Course: \$82.00

**Basic Equine Hoof Care**

Trimming and maintenance of the equine hoof are crucial to the well-being and longevity of animals. Local farrier and instructor David King introduces students to proper trimming and equine hoof health basics. This class covers basic hoof anatomy, mechanics, tool options/usage, theory/practice of safe trimming techniques, and common hoof ailments with two days of live animal practice. Lecture takes place Tuesday nights at the A-B Tech Madison campus. Live practice activity at local partner Heart of Horse Sense on Saturdays. Required Book: Horse Trimming Made Simple, 2nd edition, by Dennis Cappel (ISBN: 978-1793446183) No experience necessary. All tools provided. Release waiver and assumption of risk required. Be prepared to bend or stoop for extended periods. Wear appropriate clothing for variable outdoor weather and stout closed-toe footwear when working with horses. Join us for this exciting new learning experience!

T,S, 2/11-3/4, ANS-8000-008WT  
T, 2/11 - 3/4, 6 p.m. - 9 p.m.  
S, 2/22-3/1, 11 a.m. - 4 p.m.  
RM 112, Ramsey, A-B Tech Madison  
Fees: Course: \$82.00

**Building Standard Inspection, Level II**

This course is based on the NC International Building Code. It is designed for the education and training of the code enforcement official. Students will need to bring a calculator and the following textbooks: 2018 NC Building Code, and the 2018 Administrative Code and Policies.

TH/F/SFS, 3/6-3/15, 8 a.m. - 5 p.m., COD-3106-307WT  
RM 437, Ferguson Ctr., AHWD , Asheville Campus  
Fees: Course: \$137.00

**Community Interpreter new**

This 40 hour in person program provides an introduction to social services, educational and medical interpreting. Course covers communication barriers and management of cultural misunderstanding, with a focus on message transfer skills such as chunking, paraphrasing, parroting and anticipation. Ethics, standards, protocols, skills and modes of interpreting in both community and healthcare settings are addressed. Instructor: Gulnara Akbarova  
Required Textbooks: The Community Interpreter: An International Textbook and The Community Interpreter: An International Workbook of Activities and Role plays. Prerequisites: Can speak and read English and one other language.

S, 3/15-4/12, 8:30 a.m. - 5:30 p.m., FLI-2200-002WT  
RM 517, Ferguson Ctr., AHWD , Asheville Campus  
Fees: Course: \$137.00





## Drone Remote Pilot Certificate Training Part 107

The benefits of drones are difficult to ignore, fueling the adoption of unmanned aerial vehicle (UAV) technology in some of the economy's largest sectors, including construction, utilities, security, real estate, and research. Commercial or non-hobby-related drone operations require a Remote Pilot Certificate from the FAA with a Small Unmanned Aircraft System (sUAS) rating. This course will prepare you to sit for the required FAA knowledge exam and increase the likelihood of earning your certification. The exam is not part of the course. Instructor FAA-authorized commercial drone pilot. Public safety/emergency responders should call 828-782-2139 for drone classes designed specifically for emergency services.

T/TH, 3/11-3/27, 6 p.m. - 9 p.m., UAS-3111-133WT  
RM Zoom, ZOOM, VLC - Virtual Learning Classroom  
Fees: Course: \$75.00

## Drone: Flight Lab

Embark on an exhilarating journey into the world of drones with our hands-on Drone: Flight Lab. Explore the principles of flight, drone controls, and unleash your imagination as you navigate aerially. Whether you are a novice or have some drone experience, our expert instructors will guide you through training and discuss how best to incorporate the technology into your new or existing business. Join us for an extraordinary experience where innovation takes flight. The class will be held at A-B Tech Enka, in the parking outside the Small Business Center. Restrooms will be accessible.

F, 3/28, 1 p.m. - 5 p.m., SEF-5803-124WT  
Parking Lot outside SBC, A-B Tech Enka  
Fees: Course: \$77.00

## Electrical Standard Inspection Level I

This course will prepare the student for the State Of NC Electrical Inspection Level I exam. Students need to bring a copy of the 2020 National Electrical Code book and a calculator to class.

W-F, 1/22-1/24, 8 a.m. - 5 p.m., COD-3104-298WT  
RM 446, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$137.00

## Electrical Standard Inspection Level III

This course will prepare the student for the State Of NC Electrical Inspection Level III exam. Students need to bring a copy of the 2020 National Electrical Code book and a calculator to class.

TH,F, 3/20-3/28, 8 a.m. - 5 p.m., COD-3111-760WT  
RM 446, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$137.00

## eNotary

Remote Online Notarization was signed into law in North Carolina effective July 1, 2023. This course provides instruction to currently commissioned notaries who want to expand their existing qualifications to include remote online notarization. Topics include legal, ethical and procedural requirements of the Notary Act. Upon completion of this course with a passing exam grade of 80%, a person is eligible to make application with the NC Secretary of State office for eNotary status. Textbook: NC Electronic Notarization Manual required. Students must have a current notary commission, and must present a current valid photo ID to be admitted to class.

T, 5/20, 6 p.m. - 9 p.m., SEF-7676-807WT  
RM 431, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$60.00

## Mechanical Standard Inspection Level I

This class is designed for the education and training of the Mechanical Level I code enforcement official and is built upon the information in the Mechanical Level I Standard Inspection course. Students should bring the following textbooks: 2018 NC Fuel Gas, 2018 NC Mechanical Code and the Administrative Code and Policies.

T-F, 4/1-4/4, 8 a.m. - 5 p.m., COD-3130-240WT  
RM 437, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$137.00

## Mechanical Standard Inspection Level II

This class is designed for the education and training of the Mechanical Level II code enforcement official and is built upon the information in the Mechanical Level II Standard Inspection course. Students should bring the following textbooks: 2018 NC Fuel Gas, 2018 NC Mechanical Code and 2018 Energy Conservation Code.

W-F, 2/5-2/7, 8 a.m. - 5 p.m., COD-3131-235WT  
RM 437, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$82.00



## Notary Public

This course teaches students the material needed to become a notary and provides an exam. Upon class completion with a passing 80% exam grade, a person is eligible to apply for a commission with the NC Secretary of State office. Other eligibility requirements for notary commission are that a person must: be 18 years of age or older and a legal resident of the U.S.; be able to speak, read and write English; have a high school diploma or equivalent; and reside or have a regular place of work or business in NC. Students must present a current photo ID and have a copy of the required textbook to be admitted to class. Textbook: N.C. Notary Public Manual, 2016 Edition. Books are available to purchase at the Asheville Campus or A-B Tech Madison.

S, 2/1, 9 a.m. - 5 p.m., SEF-3874-568WT  
RM 431, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$77.00

F, 2/7, 9 a.m. - 5 p.m., SEF-3874-569WT  
RM 112, Ramsey, A-B Tech Madison  
Fees: Course: \$77.00

F, 3/7, 9 a.m. - 5 p.m., SEF-3874-570WT  
RM 431, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$77.00

F, 4/4, 9 a.m. - 5 p.m., SEF-3874-571WT  
RM 112, Ramsey, A-B Tech Madison  
Fees: Course: \$77.00

S, 4/12, 9 a.m. - 5 p.m., SEF-3874-572WT  
RM 431, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$77.00

F, 5/2, 9 a.m. - 5 p.m., SEF-3874-573WT  
RM 431, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$77.00

## Real Estate Broker Prelicensing new

The course is necessary to satisfy the NC Real Estate Commission requirements for provisional broker status in NC. Designed to prepare students to pass the real estate license examination administered by the NC Real Estate Commission. Topics include basic real estate principles and practices, law and contracts, financing, closing valuation, fair housing, and real estate laws. Class meets in person and frequent breaks are provided. Required textbook Modern Real Estate Practice in NC, 10th Edition. Instructor: Judi Moolten

M/W/S, 1/11-2/12,, RLS-3700-025WT  
S, 11 a.m. - 5 p.m.  
M/W, 3:30 p.m. - 8:30 p.m.  
RM 126, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$192.00



### Spanish for the Workplace

Explore the benefits of communicating with basic Spanish in today's global economy. This course provides an introductory study of survival Spanish in the workplace for non-Spanish speaking employers, employees and job seekers who desire to enhance communication skills. Students will learn to identify, minimize or eliminate barriers to communication and understanding between native Spanish speakers and non-Spanish speakers. The course utilizes a variety of engaging methods to address basic Spanish commands, yes/no questions and simple phrases critical to the workplace.

M, 2/3-3/10, 5:30 p.m. - 7:30 p.m., FLI-7700-242WT  
RM 431, Ferguson Ctr., AHWD, Asheville Campus  
Fees: Course: \$82.00

### Spanish for the Workplace Plus

This course offers applied Spanish for the workplace to facilitate basic communication with people whose native language is Spanish. Emphasis is placed on oral communication and career-specific vocabulary that is focused on health, business, and/or public service professions. Upon completion, students should be able to communicate at a functional level with native speakers and demonstrate cultural sensitivity.

F, 9:30 a.m. - 12:15 p.m., FLI-7701-009WT  
RM 232, Elm, Asheville Campus  
Fees: Course: \$137.00

### Whitewater Raft Guide

Experience the river! Acquire the essential skills required for a career as a whitewater raft guide. Gain proficiency in reading whitewater, interpreting river signals, handling and rigging rafts, knot-tying, guest interaction, and other foundational river operations. This course serves as excellent preparation for individuals wanting to pursue seasonal employment opportunities in the mountains. Please note that students must be at least 18 years old to register, and they must bring valid identification to confirm their date of birth. Online registration is now open, and classes will be conducted at French Broad Adventures in the scenic town of Marshall, NC.

S,SU, 4/26-5/18, 8:30 a.m. - 5 p.m., SEF-0015-433WT  
Fees: Course: \$400.00

## Funding for Workforce Training

The Workforce Innovative Opportunity Act (WIOA) funding is designed to help an individual enroll in short-term continuing education courses or long-term curriculum programs that lead to employment. WIOA helps with better job training for advanced career moves. WIOA offers funding that will cover tuition, books, uniforms as well as other supplies. Continuing Education course expenses are set per course and Curriculum course expenses are per semester up to an allowable amount. An individual is encouraged to complete a two-year degree within the two years for continued coverage. The goal is to sponsor individuals in their training without the added financial burdens that going to school can cause. Intense case management occurs up to one year even after an individual has completed their program of choice. Case managers are committed to helping participants with employment and other support services. Workshops, one on one coaching, and follow-ups are a few examples of building relationships between students and case managers. Interested candidates can seek WIOA assistance at the NCWorks Career Center and A-B Tech.

#### Eligibility Requirements:

- Meet income guidelines
- Residency
- Documentation  
(I.D., Social Security card, Birth Certificate, etc.)

#### Assistance is Available for:

- Dislocated Workers
- Justice-Involved Individuals
- SNAP Participants
- Unemployed Individuals
- Underemployed Workers
- Veterans

#### Continuing Education Programs Available:

- Advanced Manufacturing (Composites, Machining)
- Emergency Medical Technician/ Emergency Medical Services
- Health Occupations (Nursing Assistant)
- Truck Driver Training (CDL-A)
- Many other programs available



For more information contact:

Carla McGirt

Work Cell: 828-772-0787

Email: [carlacrewsmcgirt@abtech.edu](mailto:carlacrewsmcgirt@abtech.edu)



### Woodworking Basics

Students of all abilities are welcome to join the Woodworking Basics shop class. Students will be introduced to the safe use and proper handling of a wide variety of hand and power tools. They will be taught at first as a group, completing a small project. After that, each student is free to pick a reasonable project with the instructor's approval, to complete under supervision. Students will be responsible for any required safety procedures and equipment. Students are also required to purchase all project supplies.

T/TH, 1/21-4/17, 6 p.m. - 9 p.m., CAR-7549-320WT  
RM 180, Dogwood, Asheville Campus  
Fees: Course: \$295.00

## Greetings from the Barber Academy

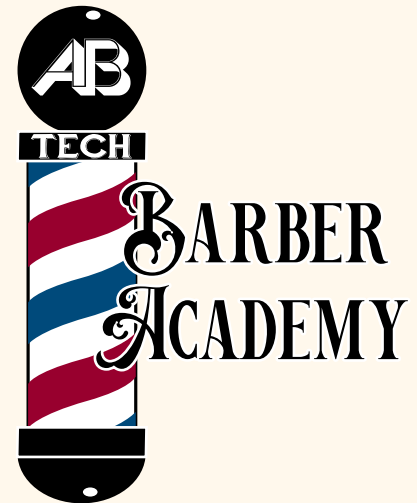


The A-B Tech Barber Academy is a continuing education workforce training program that prepares students to apply for and pass the licensing examination offered by the N.C. Board of Barber and Electrolysis Examiners (NCBBEE).

Barbering programs in the State of North Carolina are required to provide a minimum of 1528 clock hours of instruction. Classes are held Monday through Thursday, 8 a.m. – 3 p.m. The Barber Academy is a full-time program that will take 18 – 22 months to complete. Lectures, demonstrations, and hands-on practical work is designed to prepare students to apply for and pass the Apprentice licensing examination by the N.C. Board of Barber and Electrolysis Examiners (NCBBEE). The Apprentice licensing examination is a combination of shaving, tapered haircut, implements, anatomy, chemistry, chemical hair services, skin and hair histology, professionalism, and business practices.

The program is one of a few barber training programs in the state offered by community colleges and the only one offered west of Shelby. We hope that the information above was helpful and the Barbering Program looks forward to hearing from you!

Our program is popular and currently has a waiting list. For more information, we encourage future barbers to contact Jay Kaufmann, Coordinator/Lead Instructor, Barbering program, at [barber@abtech.edu](mailto:barber@abtech.edu) or by calling (828) 398-7934.





## Regulatory Training

We offer regulatory training classes for small to large business, for annual staff training, professional development, and regulatory compliance. Including courses with third party certification.

These courses include:

- Elements of Current Good Manufacturing Practices
- (CGMP) for the Food, Beverage, and Natural Products Industries
- FSPCA Preventive Controls For Human Foods: Preventive Controls Qualified Individual (PCQI) HACCP and Sanitation for Craft Beverages Introductory HACCP

For more information on scheduling these courses for yourself or your employees please visit [ncbionetwork.org/food-manufacturing](http://ncbionetwork.org/food-manufacturing) or contact us at [asheville@ncbionetwork.org](mailto:asheville@ncbionetwork.org).



## Learn, Formulate and Test Test Kitchen and Natural Products Laboratory



Located at A-B Tech Enka, BioNetwork's facilities provide onsite equipment rental, laboratory testing, and training opportunities for entrepreneurs, chefs, restaurateurs, and enthusiasts with the desire to explore new and alternative food and beverage formulation, presentation techniques, and cooking methods.

<https://www.ncbionetwork.org/food-manufacturing>

BioNetwork provides education, outreach and laboratory training for businesses, entrepreneurs and community partners engaged in advancing the life science economy across North Carolina. These services focus on emerging opportunities and practical information required for compliance with federal regulations.

Phone: 828-782-2328

Email: [asheville@ncbionetwork.org](mailto:asheville@ncbionetwork.org)

Web: [abtech.edu/bionetwork](http://abtech.edu/bionetwork)

Facebook: [facebook.com/bionetworkatabtech](https://www.facebook.com/bionetworkatabtech)

Twitter: [@food\\_bev\\_sci](https://twitter.com/food_bev_sci)

## Kyaraben: Making Adorable Character Japanese Bento Boxes

Kyaraben or character bento, is a style of bento that incorporates dishes that are designed and arranged to look like characters or people. Often in the form of plants, animals, and beloved characters. Kyaraben was made in order to make food exciting for Japanese children. It has become so popular that there are contests in Japan that focus on kyaraben. In this class you will learn how to use molds, preparation skills, and plating techniques so you can design and create your own kyaraben.

W, 3/26, 5:30 p.m. - 8:30 p.m., SEF-9141-121BW

RM 226, TCC, A-B Tech Enka

Fees: Course: \$50.00, Ins: \$2.50

## A-B Tech Enka - BioNetwork

### Virtual instructor-led FSPCA Preventive Controls For Human Foods: Preventive Controls Qualified Individual (PCQI)

Are you looking to become a Preventive Controls Qualified Individual (PCQI)? Completing our course is one way to achieve that goal. Developed by the Food Safety Preventive Controls Alliance (FSPCA), this course is the standardized curriculum recognized by FDA. Regulations for the Current Good Manufacturing Practice (CGMP), hazard analysis, and risk-based preventive controls permit only a PCQI to perform certain activities. So if you are looking for a career in safe manufacturing, processing, packing, and holding of food products, consider PCQI training today. Successful completion of FSPCA Preventive Controls for Human Food requires attendance at all sessions. This class is 100% virtual instructor lead class. Technological requirements must be met to complete the class.

M-W, 3/17-3/19, 9 a.m. - 5 p.m., SEF-9084-142BW

RM Online, Webex, Online

Fees: Course: \$350.00

### Virtual instructor-led FSPCA Preventive Controls For Human Foods Part 2 v1.2: Preventive Controls Qualified Individual (PCQI) 8 Hour

This course will provide an overview of preventive control considerations that supports the FSMA Final Rules for Preventive Controls for Human and Animal Food. Identifying the appropriate preventive control is critical in preventing the hazard from occurring and is a pillar concept behind the new FSMA Preventive Control Rules. An overview of preventive controls will be discussed including process controls, food allergen controls, sanitation controls, supply-chain controls, recall plans, and the relationship of preventive controls and critical control points (CCPs). Participants must complete the 16 hour segment 1 class to be eligible for certificates from the part 2, 8 hour course.

M, 2/24, 9 a.m. - 5 p.m., SEF-9076-103BW

RM Webex, Webex, Online

Fees: Course: \$250.00





## What is the North Carolina Small Business Center Network?

The NC Community Colleges Small Business Center Network (SBCN) is our state's largest state-supported small business assistance initiative. Started in 1984 with the funding of eight small business centers by the North Carolina General Assembly, by 1995 at least one Small Business Center was established at each of the 58 community colleges. Currently, the Network has 60 sites throughout the state with Centers conveniently located within a 30-minute drive of every North Carolinian. At the core of its vision, the Small Business Center Network is positioned to focus on entrepreneurship, small business and economic development with an emphasis on assisting start-ups, early stage, and businesses seeking disaster assistance or seeking to stabilize. Our unique structure allows ease of access and unparalleled knowledge of and linkages within local communities. We collaborate with Federal, State and local entities to help business owners get the most current information needed to start and successfully operate their enterprises. Potential or existing small business owners can take advantage of high quality, readily accessible assistance that includes:

- Free, confidential one-on-one business counseling services
- Resource and referral information for a variety of business needs
- High-Impact programs are available at no cost

Our Center staff understands the unique economic situations of North Carolina's diverse communities and regions, and they provide services customized to meet those as well as specific business needs. Experienced business counselors are available to help with:

- Entrepreneurial Assessment
- Entrepreneurship Training
- Business Plan Development
- Sources of Capital and Loan Preparation
- Marketing Assistance
- Biotechnology-related Business Questions
- International Trade
- Government Procurement



## A-B Tech Small Business Center and Business Incubation Program

The Small Business Center provides a number of services targeting both prospective and existing Small business owners. Confidential counseling, a resource library and access to experts in the accounting, legal, management, marketing and technology fields are some of the free services provided through the Small Business Center.

The Center for Business and Technology Incubation offers a business incubation program which helps accelerate the sustainable development of both start-up and emerging companies by providing entrepreneurs with an array of targeted resources. The incubation program offers facilities, access to equipment, small business counseling and networking opportunities; all of which are critical to successful business development.







## Mark Your Calendars!

This spring the A-B Tech Small Business Center welcomes the return of Martin Brossman, with Brossman and Associates. Martin will be joining us, in-person, for the following programs.

### **How to Make an Impact with Social Media for Your Business**

**Tuesday, March 11, 2025 (6:00 PM – 8:00 PM)**

**A-B Tech, Madison County Campus**

Discover how customers engage with businesses online. Learn tips and tactics to leverage social media wisely and productively. Understand platform differences and harness the power of Facebook and Instagram for effective promotion.

**Please visit the following link for information and to register.**

**<http://bit.ly/4f8KYT8>**

### **YouTube Academy for Small Business Owners Certificate Program**

**Wednesday, April 30, 2025 (9:00 AM – 5:00 PM)**

**A-B Tech, Enka location**

Join us for this full day, in-person, YouTube, and video training for small business owners. Program participants will receive a certificate of completion at the end of the training. Participants must take all classes for the certificate. This program will cover YouTube basics, capturing videos and shorts, editing, and marketing.

Developed by Martin Brossman, Charles Register & Dr. Justin Rose.

**Please visit the following link for information and to register.**

**<https://bit.ly/3C8GYmX>**



**MARTIN BROSSMAN**  
AND ASSOCIATES  
Your Business Success is Our Mission

About Martin Brossman: Martin Brossman has provided training on marketing and social media for business in North Carolina since 2006 and teaches across the state. (See [NCsmallBusinessTraining.com](http://NCsmallBusinessTraining.com).) Martin also works one-on-one, with small groups, and is a popular speaker for associations and groups. Martin devotes his time to learning, teaching, meeting, and talking with people. He is well informed and well connected and has a broad understanding of our challenges as individuals and organizations, with strategies for overcoming them.



The A-B Tech Small Business Center has officially launched SBCTV at A-B Tech! We are answering the call of those who are interested in viewing select programs on-demand. SBCTV at A-B Tech is a compilation of programming based on a variety of business topics –including marketing, bookkeeping, taxes, and business planning. The platform will also include access to workshops and special events. In the future, we will include interview segments with local entrepreneurs and small business leaders as well as live events. You can stay up to date by subscribing at <https://bit.ly/33EUeet>. Don't forget to turn on those notifications and push the "like" button.

**Please Like, Comment, and Subscribe**



## The A-B Tech Small Business Center Welcomes Mike Collins



**Please join the A-B Tech Small Business Center as we welcome Mike Collins for the following in-person seminars.**

### **Never too Late: Starting a Business at 50 Plus**

**Monday, February 24 from 1:00 pm – 3:30 pm**

If you've always thought of starting a small business or believe a side hustle could bring in some income now is the time! Never Too Late: Starting a Small Business at 50+ will guide you through the essential steps, empowering you with the confidence to succeed. Register today and embark on an exciting new journey!

### **Getting it All Done: Time Management for Small Business Owners**

**Tuesday, February 25 from 1:00 pm – 3:30 pm**

If you own or are starting a small business, you know the reality: There never seems to be enough time. How do you get it all done and still have time for a life? The keys—believe it or not—are using time/people/stuff management skills that allow you to be flexible and meet long-term challenges while dealing with this-minute changes! Register today and get a better grasp on life!

*MEET MIKE COLLINS: Mike Collins is the President of The Perfect Workday Company and author of The Best Small Business to Start Right Now! Collins has written 8 books and has dozens of articles in national, regional, and local business magazines. Visit [www.theperfectworkday.com](http://www.theperfectworkday.com) to learn more.*



## Build Your Business Plan in Three Days!

A business plan is vital if you are seeking loans or funding for your endeavor. Did you know that the A-B Tech Small Business Center partners with the Western Women's Business Center (WWBC) to provide an opportunity for folks to complete a business plan in three days? Starting in March of 2025, Crafting Your Business Plan will be offered the last month of every quarter. \* This will be held online for three consecutive days covering the topics of business description, marketing, and financials.

### **Day One: Tuesday, March 11 – Business Description**

The series will start with a general overview of the business plan. We will discuss the parts of an effective plan which includes a comprehensive business description, products, and services. The Executive summary and its importance will also be discussed.

### **Day Two: Wednesday, March 12 – Marketing**

You will learn how strong marketing is critical to make your business thrive. You will develop an understanding of the market for your business—from your customer to your competition, to your own unique value proposition.

### **Day Three: Thursday, March 13 – Financials**

You will work on the operations and the important financial sections of the business plan. Learn why businesses borrow money, what lenders are looking for when reviewing your application, and the importance of having cash flow projections.

**All three of these webinars can be taken independently. Participants DO NOT have to attend all three.**

**All will run from 10:00 am – 11:30 am on their respective days.**

**Please visit <https://bit.ly/3Z4ykP7> for more info and registration.**

*\*This series will also be held during the months of June, September and December.*



## Small Business Center Business Highlight:

### Ana Robinson – Kiwi Glow

#### *What is your business?*

Kiwi Glow is a line of truly natural moisturizing oils that nourish and hydrate the skin using the transformative power of organic sesame oil. Built on the foundation of clean, non-toxic skincare, offering a holistic and healthy alternative to mainstream products. All of our skincare products are made in the US, hand blended and never outsourced.

#### *Why did you start your business?*

Kiwi Glow began after I discovered all the toxic chemicals in commercial skincare products. I began researching natural alternatives but couldn't find anything that was both non-toxic and effective, while also being enjoyable to use. So, I started making my own skincare using organic sesame oil, and that's how Kiwi Glow was born. Initially, I never intended to create a business—it grew naturally from my passion for working with oils, and since it is such an amazing product, it had to be shared.

#### *How has the A-B Tech SBC assisted you?*

The A-B Tech Small Business Center (SBC) Incubation program has been a game changer for my business. Being self-taught, I've always been confident in creating an incredible product, but I honestly didn't know much about the business side. In hindsight, I can see that I did things backwards. Through SBC, I'm now building a strong foundation and gaining a deeper understanding of the fundamentals of running a business. Before joining, I often felt like I was rushing through everything, almost feeling like I was failing because I wasn't moving fast enough. The four-year incubation program has helped me slow down and realize that building a business, like Kiwi Glow, takes time and steady growth. I'm incredibly grateful for the support and resources that SBC offers. There are so many free seminars and workshops, and I attend as many as possible, learning something new each time. The incubation program also provides affordable office space at A-B Tech, which creates a reassuring sense of community. It feels like being part of a team, and the staff at SBC are always supportive and available.

#### *What is the most challenging aspect of owning a business?*

The most challenging aspect of owning a business, for me, is staying focused on my goals without getting distracted by the many other demands that come with being a solopreneur. I often feel like running a business is basically jumping hurdles—once you clear one, there's always another waiting. It takes a lot of discipline to maintain that focus and keep moving toward each new milestone while balancing everything else that needs attention.

#### *What kind of progress have you made on a business and/or personal level since you started working with the SBC?*

One of the most valuable aspects has been the ability to have a one-on-one coach who keeps me accountable and helps me stay on track with my goals. This program has been invaluable in guiding me to expand my business and make informed decisions for the future.

#### *What advice would you give aspiring entrepreneurs?*

My advice to aspiring entrepreneurs is to seek guidance early on and explore all your local resources. There's a wealth of support available—talk to someone at the Small Business Center (SBC) or SCORE, take their courses and attend networking events like '1 Million Cups' to mingle with other entrepreneurs. Learning from the experiences and challenges of others is invaluable.

#### *Is there anything that you want people to know about you or your business that they may not already know?*

We hope to eventually grow our own sesame in Western North Carolina, creating local jobs in the process.

For locals, Kiwi Glow offers discounts and even delivers within the Asheville area.

If anyone is interested in carrying Kiwi Glow products in their local stores, I'd love to connect, so please feel free to reach out to me.



<https://kiwiglow.com>





## High School Equivalency (HSE)

**Call (828) 398-7433 or email [AdultEd@abtech.edu](mailto:AdultEd@abtech.edu) to enroll!**

*Students ages 16-17 must formally withdraw from high school and obtain notarized permission to attend prior to enrollment.*

### Finish High School or earn a GED® and Train for Careers!

Prepare for high school equivalency exams like the GED® or HiSet® with our free and flexible options. Daytime and evening classes available for math and reading.

- **FREE** Face-to-face classes available at the main campus on Victoria Road, Erwin Middle School and A-B Tech Madison in Marshall.
- Erwin Middle School Math classes meet Monday and Tuesday evenings from 5 to 8 pm in room 5. Call Dr. Barbara Fedock at (828) 398-7131 or Kathy Hipps at (828) 398-7891 to register.
- Self-paced online study available 24/7



### Strategies for Success (ACA 115) for Free!

Did you know we offer ACA 115 (Success & Study Skills) here in Hemlock? Many A-B Tech programs require this course in your first semester in college. You can go ahead and get a head start on this class if you are CASAS test Level 5 or 6! You can take it for free and earn college credit at the same time. In this course you will learn all about A-B Tech's resources, plan your degree or certificate program, and learn valuable study skills to set yourself up for success. This course is 1 college credit and can count towards an elective requirement for Adult High School as well.

Interested? Call Andrea Runnels at 398-7573 or email [andrearrunnels@abtech.edu](mailto:andrearrunnels@abtech.edu).

Strategies for Success - Mondays from 9:00 am – 12:00 pm

Starting in January 2025

(15-week fall semester class)





# A-B Tech SOAR Program

## A-B Tech’s Successful Occupational Achievement Readiness (SOAR)

is a two-year vocational and literacy training program for adults with reading, math, writing, processing skills, adaptive behavior, health/anxiety, autism, intellectual, and/or developmental disorders or disabilities.



- Students will be admitted to the program based on availability and their ability to meet transportation, scheduling, technical and testing expectations.
- SOAR runs M-Th 9:00 a.m. – 2:00 p.m. Students must commit to attending the full program.
- All SOAR students will work with Vocational Rehabilitation during the 2nd year of the program.
- Year two students will take a combination of basic academic skill classes and career-focused courses through Continuing Education or Human Resources Development at A-B Tech.

For more information, visit **abtech.edu/SOAR**, email **barbarafedock@abtech.edu**, or call 828-398-7131.

Scan with your phone for more information



## Workforce Preparation & Introduction to Machining Certificate Program for Multilingual Learners

Classes are Tues., Wed., and Thurs. evenings from 5:30 p.m. to 9:30 p.m.

January 6 - May 6, 2025

This class is designed for students interested in entry-level employment in a local manufacturing company.

This pre-apprenticeship program introduces multilingual learners to the fundamentals of machining and manufacturing. Students practice workplace English and learn about working in the United States to prepare for successful employment in local, in-demand jobs.

- Hands-on machining program with English support
- Financial Aid & Scholarship funding available
- Career placement support and connection to employers offering full-time positions with benefits and opportunities for advancement





## English Language Acquisition (ELA) – formerly ESL

**FREE classes for English Language Learners**

**Flexible class formats and schedules – morning, afternoon, evening, and online.**



### **In-Person (Mornings)**

Mondays, Tuesdays, Wednesdays, and Thursdays  
Levels 1-6 meet 9:00 a.m. – 12:00 p.m.

### **In-Person (Evenings)**

Mondays, Tuesdays & Wednesdays  
Levels 1-6 meet 6:00 p.m. – 9:00 p.m.

### **Online (Mornings)**

Mondays, Tuesdays, Wednesdays, and Thursdays  
multi-level classes that meet on Zoom or Teams  
\*semester-dependent

### **Digital Literacy & Distance Learning**

Burlington English online available for ELA students who want additional instruction or who need alternative schedules!

**Pre-register today:**



**Pre-regístrese hoy**

**Предварительно  
зарегистрироваться  
сегодня**

**(828) 398-7433**

**learnenglish@abtech.edu**

**\*Please note: Pre-registration is required. This adds you to our ELA Waitlist for Summer or Fall, as the current wait is approximately 4-6 months.**

**Student Success Stories:** This summer **Oleksandr Korsunov** from Ukraine and **Oleg Bazanov** from Russia successfully completed the **Basic Computer Integrated Machining** certificate at A-B Tech. Initially enrolling in the **Workforce Preparation and Introduction to Machining program** (see previous page), they received financial assistance, individual advising, and targeted English language support to complete five college level courses. "I learned the skills to work on a manual lathe and CNC machine. I received a lot of information about the special terms necessary in this field," said Bazanov. To learn more about workforce preparation programs for multilingual learners, contact Erica Witsell, Education Navigator, at [ericacwitsell@abtech.edu](mailto:ericacwitsell@abtech.edu) or 828-398-7371. Se habla español.



## A-B Tech Madison

### Basic Equine Hoof Care

Trimming and maintenance of the equine hoof are crucial to the well-being and longevity of animals. Local farrier and instructor David King introduces students to proper trimming and equine hoof health basics. This class covers basic hoof anatomy, mechanics, tool options/usage, theory/practice of safe trimming techniques, and common hoof ailments with two days of live animal practice. Lecture takes place Tuesday nights at the A-B Tech Madison campus. Live practice activity at local partner Heart of Horse Sense on Saturdays. Required Book: Horse Trimming Made Simple, 2nd edition, by Dennis Cappel (ISBN: 978-1793446183) No experience necessary. All tools provided. Release waiver and assumption of risk required. Be prepared to bend or stoop for extended periods. Wear appropriate clothing for variable outdoor weather and stout closed-toe footwear when working with horses. Join us for this exciting new learning experience!

T,S, 2/11-3/4, ANS-8000-008WT  
T, 2/11 - 3/4, 6 p.m. - 9 p.m.  
S, 2/22-3/1, 11 a.m. - 4 p.m.  
RM 112, Ramsey, A-B Tech Madison  
Fees: Course: \$82.00

### Essential Computer Skills: A Comprehensive 6-hour Course new

This course will introduce the basics of the computer system PC Windows with attention for job seeking. Students will get hands on experience with keyboard and mouse applications that will improve proficiency in job searching & exploration, resume production & updating, and cover letter generating & updating. Attendees will gain a knowledge of all the essential hardware components for proper use. Participants will gain experience and obtain knowledge of software programs including Google, Microsoft Office, and internet safety and security with emphasis on password construction & password safeguarding. To sign up email [jobpreparedness@abtech.edu](mailto:jobpreparedness@abtech.edu) or call 828-398-7700.

M/W, 2/17-2/19, 5:30 p.m. - 8:30 p.m.,  
HRD-7715-706HR  
RM 118, Ramsey, A-B Tech Madison  
Fees: Course: Waived

T/TH, 4/1-4/3, 5:30 p.m. - 8:30 p.m., HRD-7715-707HR  
RM 118, Ramsey, A-B Tech Madison  
Fees: Course: Waived

### Medicinal Plants and Their Healing Power

For centuries our ancestors used natural remedies to relieve pain, improve physical and mental states through the use of herbal seeds, bark, roots, flowers and foliage. Directly involve yourself in the healing process by making your own herbal remedies. Explore choosing herbs, making salves, poultices, infusions and stocking your herbal medicine cabinet.

TH, 3/13-3/27, 6 p.m. - 8 p.m., CSP-4455-218HG  
RM 112, Ramsey, A-B Tech Madison  
Fees: Course: \$75.00

### Notary Public

This course teaches students the material needed to become a notary and provides an exam. Upon class completion with a passing 80% exam grade, a person is eligible to apply for a commission with the NC Secretary of State office. Other eligibility requirements for notary commission are that a person must: be 18 years of age or older and a legal resident of the U.S.; be able to speak, read and write English; have a high school diploma or equivalent; and reside or have a regular place of work or business in NC. Students must present a current photo ID and have a copy of the required textbook to be admitted to class. Textbook: N.C. Notary Public Manual, 2016 Edition. Books are available to purchase at the Asheville Campus or A-B Tech Madison.

F, 2/7, 9 a.m. - 5 p.m., SEF-3874-569WT  
RM 112, Ramsey, A-B Tech Madison  
Fees: Course: \$77.00

F, 4/4, 9 a.m. - 5 p.m., SEF-3874-571WT  
RM 112, Ramsey, A-B Tech Madison  
Fees: Course: \$77.00



### NCWorks Career Center Madison

- Job listings and referrals
- Skills-based job matching
- Virtual One-Stop online job search system
- Information on who's hiring
- Employer Interview Days
- Resume, Interviewing and Online Application Assistance
- Basic Computer Skills class for job seekers
- Career Assessment Activities
- Career Guidance
- Financial Assistance for Training
- Career Lab
- Virtual Interview Resources

#### Madison County

NCWorks Career Center Madison  
A-B Tech, Madison Site  
4646 US Hwy 25/70  
Marshall, NC 28753  
828-782-2632  
Email: [neworksmadison@abtech.edu](mailto:neworksmadison@abtech.edu)

**Please contact A-B Tech Madison for Winter Blacksmithing and Bladesmithing class dates.**

**828-398-7700**

### GED® Madison Campus CLASSES for Adults

If you did not finish high school and would like to work on your GED®, enroll in A-B Tech GED® classes now, and let us help you on your educational journey toward graduation! Classes are taught on the Madison campus, and instructors are dedicated to helping students be successful on their educational quest for a higher paying job or seeking future educational opportunities. Call Dr. Barbara Fedock at 828-398-7131 or email [barbarafedock@abtech.edu](mailto:barbarafedock@abtech.edu) or Kathy Hipps at 828-398-7891 or email [kathyhipps@abtech.edu](mailto:kathyhipps@abtech.edu) for more information. We hope to hear from you soon!



## Nurse Aide I

This course provides basic training for entry-level care giving skills needed to work as a Nurse Aide I in various healthcare settings such as nursing homes, hospitals, or private homes. Additional information needed for registration is available on our web site at <https://www.abtech.edu/healthcare/nurse-aide-program-cna>. Textbook: Hartman's Long-Term Care, Workbook and Handbook is available at Campus bookstore. Students cannot register online for NA-I courses. There is an Orientation to Nurse Aide class prior to the start of class. Day classes longer than 4 hours will break one-half hour for lunch. Evening classes will have varying times for lab, and skills testing. Class dates, times, and tuition are subject to change. All portions are face-to-face. Clinical rotation are 8 hour days.

### (Students must register at A-B Tech Madison)

M/TH,S, 1/16-4/3, NAS-3240-702HC  
M/TH, 8 a.m. - 3 p.m. (Class)  
S, 7 a.m. - 3:30 p.m. (Clinical)  
RM 113, Ramsey, A-B Tech Madison  
Fees: Course: \$292.00

T-TH,S, 1/21-3/27, NAS-3240-410HC  
T-TH, 5:30 p.m. - 9 p.m. (Class)  
S, 7 a.m. - 3:30 p.m. (Clinical)  
RM 113, Ramsey, A-B Tech Madison  
Fees: Course: \$292.00

## Pet-Care Technician new

The pet care market is booming, and now is the perfect time to jump in! Our Pet Care Class is designed to prepare you for a variety of roles in the commercial pet care industry, including retail for animals, boarding, daycare facilities, rescues & shelters, and grooming offices. The class will cover: •Anatomy & Physiology: Understand the fundamentals of animal biology. •Vaccine Protocol: Learn essential vaccine schedules and procedures. •Proper Handling and Restraining: Master safe techniques for handling and restraining animals. •Animal Behavior and Communication: Gain insights into animal behavior and effective communication strategies. •Client Services: Develop top-notch client service skills to enhance customer satisfaction. •Business Practices: Learn how to start and run your own pet-centric business. No prior experience is necessary. Whether you're looking to enhance your skills or start a new career, this class has everything you need. Enroll today and start your journey in the exciting and rewarding field of pet care!

M/W, 4/14-5/7, 1 p.m. - 4 p.m., ANS-3100-304WT  
RM 114, Ramsey, A-B Tech Madison  
Fees: Course: \$182.00

## Whitewater Raft Guide

Experience the river! Acquire the essential skills required for a career as a whitewater raft guide. Gain proficiency in reading whitewater, interpreting river signals, handling and rigging rafts, knot-tying, guest interaction, and other foundational river operations. This course serves as excellent preparation for individuals wanting to pursue seasonal employment opportunities in the mountains. Please note that students must be at least 18 years old to register, and they must bring valid identification to confirm their date of birth. Online registration is now open, and classes will be conducted at French Broad Adventures in the scenic town of Marshall, NC.

S,SU, 4/26-5/18, 8:30 a.m. - 5 p.m., SEF-0015-433WT  
Fees: Course: \$400.00

## ServSafe

Are you looking for a ServSafe Manager Certification class? A-B Tech Madison is keeping an interest list for this class. If you would like to get your name on the interest list, please call 828-398-7700 and provide your name, email address and phone number. Once we have enough interest, we will schedule the class here at A-B Tech Madison to best serve our community members of Madison County.

## We would love to hear from you!

Scan the QR code and let us know what classes you would like offered.



Please contact A-B Tech  
Madison for Winter Welding Basics  
class dates.  
828-398-7700

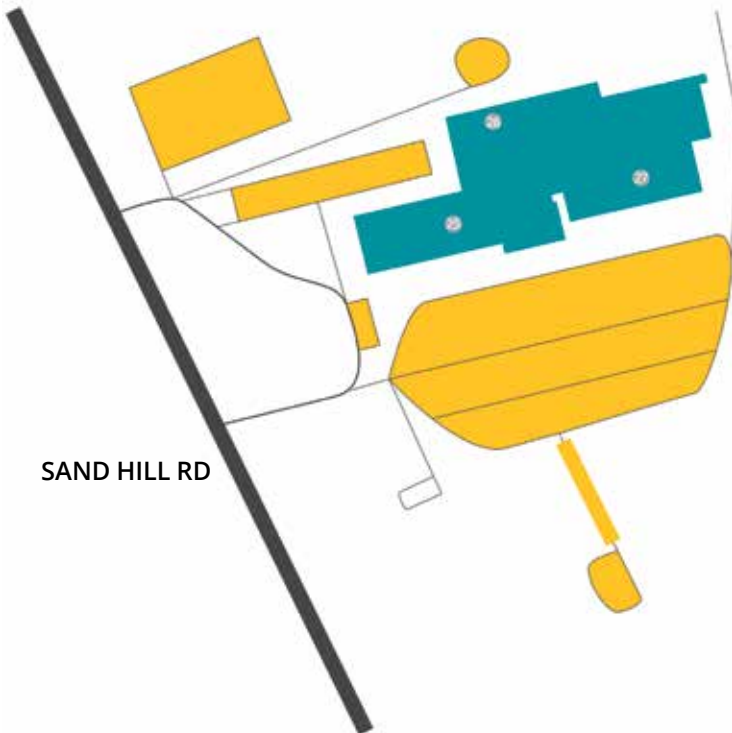
# Campus Maps

Registration information, page 5. Register early!

abtech.edu/ce

828-398-7903

TO 19/23 SMOKEY PARK HWY



SAND HILL RD

**A-B Tech Enka** 1465 Sand Hill Rd. Candler, NC 28715

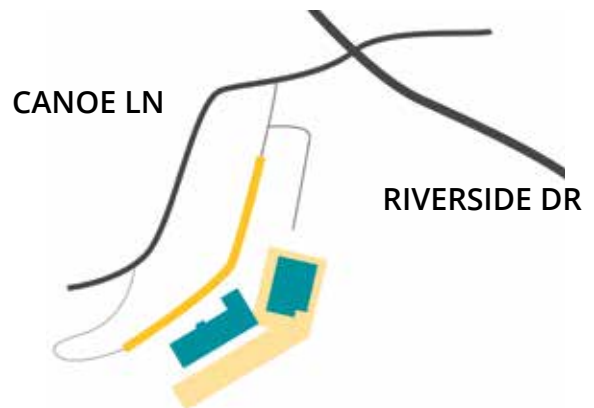
- 25. Blue Ridge Food Ventures
- 26. Technology Commercialization Center (TCC)
- 27. Small Business Center and Incubator



U.S. 25/70

## A-B Tech Madison

**Ramsey Building**  
4646 US 25-70  
Marshall, NC 28753



CANOE LN

RIVERSIDE DR

## A-B Tech Woodfin

**Buncombe County Public Safety Training Facility | A-B Tech Emergency Services Division**  
24 Canoe Lane, Woodfin, NC 28804





## Continuing Education Registration in Building 24



For Continuing Education classes  
see Building #24

### Asheville Campus 340 Victoria Rd., Asheville, NC 28801

- |  |   |  |
|--|---|--|
| 1. Thomas W. Simpson Administration Building | 10. Sycamore Building                       | 20. Hemlock Building   |
| 2. Haynes/Balsam Building                    | 11. Sunnicrest                              | 21. Poplar Building  |
| 3. Birch Building                            | 12. Magnolia at Brumit Hospitality Center   | 22. Ivy Building   |
| 4. Dogwood Building                          | 13. Fernihurst at Brumit Hospitality Center | 23. Roberson Building  |
| 5. K. Ray Bailey Student Services Building   | 14. Fernihurst Annex A & B                  | 24. Ferguson Center for Allied Health and Workforce Development (AHWD) |
| 6. The Don C. Locke Library                  | 15. Adv. Manufacturing Ctr. Building        |  |
| 7. Ferguson Building                         | 16. Maple Building Annex                    |  |
| 8. J. Herbert Coman Student Activity Center  | 17. Chestnut Building                       |  |
| 9. Elm Building                              | 18. Event Center                            |  |
|  | 19. Smith-McDowell House Museum             |  |

(If your Continuing Education Class is in Ferguson, this is the building you want.)

### IN PERSON REGISTRATION INFORMATION

Registration for Continuing Education classes is in the Ferguson Center for Allied Health and Workforce Development (AHWD)  
Suite 440, 10 Genevieve Circle  
Asheville, NC 28801

Registration information, page 5. Register early!

## Symbols

3D Printing.....	23
2023 NEC Changes, Part 1 .....	41

## A

ABCCM's Transformation Village .....	39
A-B Tech Enka - BioNetwork.....	45
A-B Tech Madison .....	54
A-B Tech Small Business Center and Business Incubation Program.....	46
A-B Tech SOAR Program.....	52
Adobe Photoshop Intermediate .....	25
Adobe Photoshop Introduction .....	25
Advanced Manufacturing.....	20
Advanced Manufacturing, One Day Classes .....	20
Advanced Sewing Workshop .....	21
Art .....	9
ASL - Sign Language Beginning I.....	13
AutoCAD1 Design/Drafting .....	25
Automotive .....	24
Auto Safety Inspection.....	24

## B

Barber Academy.....	44
Basic and Advanced Culinary Skills Classes.....	26
Basic Equine Hoof Care.....	41,54
Basic Life Support (BLS) Instructor Course .....	28
Basic Life Support Renewal (CPR) .....	28
Beginning Digital and Mirrorless Photography: Mastering Modern Techniques.....	10
Beginning Interior Decorating: Transform Your Space .....	11
Building Standard Inspection, Level II.....	41
Build Your Business Plan in Three Days .....	49
Business & Hospitality Certification Programs .....	32

## C

Cake Decorating.....	11
Career Connections .....	36
Career Lab.....	36
ChatGPT & Generative AI Tools .....	25
Clinical Massage.....	30
CNC, Introduction to .....	20,36
CNC Machining 101 .....	23
Collage Mixed Media .....	9
Community Health Worker - English,Virtual .....	29

Community Health Worker - Spanish,Virtual .....	29
Community Interpreter.....	29,41
Community Partnerships.....	40
Composite Assembly & Bonding.....	21
Composites.....	21
Composites, Introduction to.....	20,36
Composites Mold Fabrication.....	21
Computer & Online Training	
Online Preparatory Certification Programs.....	32
Computer Skills for Job Seekers.....	36
Computer Skills for the Workplace.....	37
Computer Training.....	25
Con-Ed Paramedic .....	27
Cooking Like a Southerner .....	11
Craft Beverage Institute of the Southeast ® .....	26
Creating with Composites.....	21
Creative Writing.....	11
Creative Writing I .....	11
Creative Writing II .....	11
Crisis Intervention Training (CIT) .....	27
Curriculum Paramedic .....	28

## D

Dental Anesthesia.....	30
Dental Radiology .....	30
DMV: OBD Emissions.....	24
Drawing, Beginning .....	9
Drawing, Intermediate .....	9
Drone: Flight Lab.....	42
Drone Remote Pilot Certificate Training Part 107.....	42

## E

ed2go.....	16
Electrical Standard Inspection Level I.....	42
Electrical Standard Inspection Level III .....	42
Emergency Medical Services (EMS) .....	27
English Language Acquisition (ELA) – formerly ESL.....	53
eNotary.....	42
Escort Vehicle Certification & Recertification.....	24
Essential Computer Skills: A Comprehensive 6-hour Course .....	37,54
Excel for Beginners.....	25
Excel Intermediate .....	25

## F

Fanuc Cobot Fundamentals.....	22
Fanuc Robot Fundamentals.....	22
Firefighter Certifications Overview .....	28

Fly Fishing .....	15
Food & Beverage .....	11
Forklift Safety and Operation .....	22
Foundations of Wine .....	26
French Beginning I .....	12
French Beginning II .....	12
Fundamentals of Industrial Electricity.....	22
Fusion Level 1.....	23
Fusion Level 2.....	23

## G

GED .....	51
Guitar, Beginning.....	15
Guitar, Intermediate .....	15

## H

Health Occupations .....	29
Health Occupations Certification Programs .....	33
High School Equivalency (HSE) .....	51
Home & Garden .....	11
Human Resources Development (HRD).....	34

## I

Industrial Electrical Troubleshooting.....	22
Industrial Sewing Bootcamp.....	20
Initial Basic Life Support (CPR).....	28
Initial Emergency Medical Technician (A-B Tech Madison) .....	27
Initial Emergency Medical Technician (A-B Tech Woodfin).....	27
Interior Decorating II .....	11
Intermediate Photography - Making Art with Your Camera .....	10

## J

Job Preparedness.....	36
-----------------------	----

## K

Kyaraben: Making Adorable Character Japanese Bento Boxes .....	45
--	----

## L

Landscaping for the Homeowner.....	12
Languages .....	12
Law Enforcement Training .....	27
LEAN Six Sigma Green Belt .....	23
LEAN Six Sigma Yellow Belt .....	23

<b>M</b>	
Machine Shop Basics .....	23
Machine Shop, Introduction to .....	20,37
Machining and Manufacturing .....	23
Manufacturing .....	21
Manufacturing Technician - Lab .....	22
Mechanical Standard Inspection Level I .....	42
Mechanical Standard Inspection Level II .....	42
Mechatronics .....	22
Medical Interpreter .....	29
Medication Aide .....	30
Medicinal Plants and Their Healing Power ....	12,54
Mental Health First Aid .....	29
Module I Fundamentals of Massage Theory and Practice I -Clinical Massage .....	30
Module II-Fundamentals of Massage Theory and Practice II .....	30
Module III: Intensive Clinic Lab .....	30
Motorcycle Safety Education Program .....	14
Music & Dance .....	15
Music Theory and Ear Training .....	15
<b>N</b>	
National Career Readiness Certificate (NCRC)....	35
NCWorks Career Center Asheville .....	34
NCWorks Career Center Madison .....	54
North Carolina Small Business Center Network ..	46
Notary Public .....	42,54
Nurse Aide I .....	31,55
Nurse Aide II .....	31
Nurse Aide Level I required for Associate Degree Nursing and RIBN (Regionally Increasing Baccalaureate Nurses) Nursing Program .....	31
<b>O</b>	
Occupational & Skilled Trades Certification Programs .....	33
Occupational Training Courses .....	17
Online Career Training Courses.....	19
Online Courses .....	16
<b>P</b>	
Painting Acrylics, Beginning .....	9
Painting, Landscapes with Acrylics .....	9
Painting Oils, Beginning I .....	9
Painting Oils, Beginning II .....	9
PC Basics Level 1 .....	25
PC Basics Level 2 .....	25
Pet-Care Technician .....	55
Phlebotomy .....	31
PLC/Relays Fundamentals .....	22
PLC Troubleshooting .....	23
Pottery - Beginning Wheel Made Easy .....	10
Pottery - Handbuilding Pots and Planters .....	10
Pottery - Intermediate Serving Vessels .....	11
Pottery - Intermediate Wheel .....	10
Pottery - Seasoned Beginners .....	10
Pre-licensing for Insurance .....	26
Professional Bookkeeping Foundations .....	26
<b>Q</b>	
Qualified Manufacturing Technician (QMT): Maintenance Operations .....	22
Qualified Manufacturing Technician (QMT): Production Processes .....	21
Qualified Manufacturing Technician (QMT): Quality .....	21
Qualified Manufacturing Technician (QMT): Safety .....	21
Quality Improvement .....	23
Quilting, Beginning .....	12
Quilting, Intermediate .....	12
<b>R</b>	
Real Estate Broker Prelicensing .....	42
Recreation .....	15
Regulatory Training .....	45
Robotics, Introduction to .....	20,37
<b>S</b>	
Salsa, Slowly .....	15
ServSafe .....	55
ServSafe Manager Certification .....	26
Sewing, Beyond Beginners - Bags and More .....	12
Sewing, For Complete Beginners .....	12
Sewist Training .....	21
Skills Training Classes for Job Seekers! .....	35
Small Business Center Business Highlight .....	50
Smartphone Basics: Android.....	37
Spanish Beginning I .....	13
Spanish Beginning II .....	13
Spanish Beginning III .....	13
Spanish Beginning Review and Conversation .....	13
Spanish for the Workplace .....	43
Spanish for the Workplace Plus .....	43
Spanish Intermediate I .....	13
Spanish Intermediate II .....	13
Stained Glass, Beginning .....	11
Stained Glass Panels, Lead Came .....	11
STEP .....	38
Studio Painting: Personal Style .....	9
<b>T</b>	
Test Kitchen and Natural Products Laboratory .....	45
Truck Driver Training .....	41
T-STEP .....	38
<b>U</b>	
<b>V</b>	
Virtual instructor-led FSPCA Preventive Controls For Human Foods Part 2 v1.2: Preventive Controls Qualified Individual (PCQI) 8 Hour .....	45
Virtual instructor-led FSPCA Preventive Controls For Human Foods: Preventive Controls Qualified Individual (PCQI) .....	45
<b>W</b>	
Watercolor, Beginning .....	9
Watercolor, Beginning II .....	10
Whitewater Raft Guide .....	43,55
Woodworking Basics .....	43
Workforce Innovative Opportunity Act (WIOA) ..	43
Workforce Preparation & Introduction to Machining Certificate Program for Multilingual Learners .....	52
Workforce Training .....	41
WorkKeys Curriculum .....	37
<b>X</b>	
<b>Y</b>	
Yoga .....	15
<b>Z</b>	



**Community College**

Asheville-Buncombe Technical Community College  
340 Victoria Road  
Asheville, North Carolina 28801

RESIDENTIAL CUSTOMER

NONPROFIT ORG  
U.S. POSTAGE  
PAID  
ASHEVILLE, NC  
PERMIT NO. 440  
ECRWSS

Asheville-Buncombe Technical Community College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate degrees. Asheville-Buncombe Technical Community College also may offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of Asheville-Buncombe Technical 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](http://www.sacscoc.org)).

Printed on recycled paper November, 2024. 156,400 copies  
were printed at a cost of 30 cents each.

Equal Opportunity Educational Institution

## Continuing Education Registration Information for Asheville Campus

Registration for Continuing Education classes is in the Ferguson Center for Allied Health and Workforce Development (AHWD) Lobby, 10 Genevieve Circle Asheville, NC 28801



Explore Your Options with Career Coach, free to public at [abtech.edu/careers](http://abtech.edu/careers)