WCE
Workforce & Continuing Education
Summer/Fall 2019 Schedule

OSHA 10 & 30
OSHA Outreach Training Program
for the Construction Industry

DDI LEADERSHIP SERIES
Creating a Service Culture,
Essentials of Leadership, &
Resolving Conflict

VETERINARY ASSISTANT
Make Caring for Animals a Career

NCCER CERTIFIED PLUS PERFORMANCE VERIFICATION
Focus on Electrical, Millwright, & Scaffolding

KIDS COLLEGE
Kids in the Kitchen Camp & Junior Naturalist Camps

Break Away from the Herd
ONLINE
VictoriaCollege.edu/WCE

PHONE
(361) 582-2528

MAIL
Complete WCE registration form and mail with a check, money order, or credit card information to the address below.*
Access application: VC homepage > Programs & Courses > Workforce & Continuing Education > 4 Ways to Register > WCE Registration Form link

IN PERSON
VC Emerging Technology Complex
Conference & Education Center
Workforce & Continuing Education, Suite 309
7403 Lone Tree Road, Victoria, TX 77905

HEALTH CAREERS COURSES
See course listings with pre-registration requirements.

PAYMENT OPTIONS
Registration is not complete until payment has been made.
Victoria College payment options are:
• cash
• check*
• money order
• debit/ATM card
• credit card
  (Visa, Mastercard, Discover, or American Express)

Please do not send cash through the mail.
*If payment is made by check, the driver’s license number of the person signing the check is required.
Welcome to our Workforce & Continuing Education (WCE) Summer & Fall 2019 schedule.

Things are heating up at Victoria College! Take a look at our new/returning offerings, which include our Summer Kids College, Veterinary Assistant course, OSHA 10 & 30 for Construction, and NCCER Electrical & Millwright Certified Plus Performance Verification.

Many of our courses can lead to a nationally recognized certificate or state credential, so whether you’re looking for a new profession or to upgrade your current skills, let us help you break away from the herd!

HOW TO READ THE SCHEDULE
Below is an explanation of how to read the course offerings in the schedule.

VC HOLIDAYS (COLLEGE CLOSED)
Classes will not be held on the following days.

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The following are Victoria College locations that Workforce & Continuing Education courses are held.
### Programs & Courses

**Business & Technology**
- **7 Weeks**
  - Truck Driving¹ • $33k-$52k
- **8-10 Weeks**
  - Nurse Aide¹ • $18k-$26k
- **10-12 Weeks**
  - Medical Assisting¹ • $22k-$31k
  - Medical Coding¹ • $25k-$37k
  - Phlebotomy¹ • $26k-$31k
  - Veterinary Assistant¹ • $18k-$33k
- **12-14 Weeks**
  - Medication Aide¹ • $18k-$26k
  - Pharmacy Technician¹ • $26k-$36k
- **18 Weeks to 1 Year**
  - Welding¹ ² • $31k-$54k
- **12 Weeks (per level, 3-5 levels)**
  - Electrician¹ • $33k-$43k
  - Heating, Ventilation, & Air Conditioning¹ • $25k-$45k
  - Millwright¹ • $28k-$67k
  - Pipefitting¹ • $30k-$46k
  - Plumbing¹ • $30k-$46k
  - Power Line Worker¹ • $37k-$69k

**Health Careers**
- **1 Semester to 1 Year**
  - Computer Information Systems-Networking² • $26-52k
- **1 Semester to 2 Years**
  - Business Management² • $27k-$34k
  - Criminal Justice/Law Enforcement² • $35-56k
  - Emergency Medical Services² • $25-65k
- **1 Year**
  - Nursing - Vocational² • $31k-$43k
  - Process Technology² • $45k-$78k
- **2 Years**
  - Electronics Technology² • $39k-$65k
  - Instrumentation² • $39k-$65k
  - Process Technology² • $45k-$78k
  - Nursing - Professional² • $50k-$68k
  - Physical Therapist Assistant² • $50k-$70k
  - Respiratory Care² • $43k-$63k

**Industrial Trades**

**Public Service**

### LENGTH OF PROGRAM

**Visit VictoriaCollege.edu/ProgramsCourses for career details.**

¹ NONCREDIT TRAINING COURSES can lead to an industry-recognized credential and a job that pays well.

² CREDIT PROGRAMS lead to a degree, certificate, or academic transfer.

Annual salaries shown are for the Golden Crescent region.
SOURCE: Labor Market & Career Information Department, Texas Workforce Commission
The Personalities in the Workplace series is designed for highly motivated individuals who are seeking to build on strengths, identify weaknesses, and improve communication in the workplace through the recognition of personality styles.

Each class is $30. Register for all three for only $75.
We’ll provide lunch and dessert!

Thursday, September 5, 2019
11:30 a.m.–1 p.m.
Discover Your Personality
Utilizing a quick personality assessment, participants will discover their personality description. Participants will discuss how to recognize and capitalize on their strengths and overcome weaknesses.

Location:
VC Emerging Technology Complex
Conference & Education Center, Room 302

Thursday, October 3, 2019
11:30 a.m.–1 p.m.
Recognize Others’ Personalities
Learn to recognize different personality styles by following a simple people-reading guide. As part of the class, small teams will complete case studies to analyze and identify different personality styles.

Location:
VC Emerging Technology Complex
Conference & Education Center, Room 302

Thursday, November 7, 2019
11:30 a.m.–1 p.m.
Communicate with Different Personalities
Increase the success of your interactions with your boss, co-workers, and customers by understanding the communication preferences of diverse personalities.

Location:
VC Emerging Technology Complex
Conference & Education Center, Room 302

REGISTER TODAY!
VictoriaCollege.edu/WCE
(361) 582-2528
VC Emerging Technology Complex
Conference & Education Center
Workforce & CE, Suite 309
7403 Lone Tree Road, Victoria, TX 77905

For more information, please contact the Workforce & Continuing Education department at (361) 582-2528.
Thursday, Sept. 12, 2019
8 a.m.–Noon
**Essentials of Leadership**
Registration Deadline: Aug. 30 by Noon

This foundation course teaches leaders how to get results through people. It helps leaders build strong working relationships and enhance the efficiency and effectiveness of their interactions. This course simulates a day in the life of a typical leader. Learners assume the role of the leader and interact with their manager, peers, and direct reports as they navigate through the course learning and practicing effective interaction skills. All course materials included. Facilitated by Helen Gadsden-Ross, B.S., M.A., Ph. D.

**Location:**
VC Emerging Technology Complex
Conference & Education Center, Room 302

Thursday, Oct. 10, 2019
8 a.m.–Noon
**Resolving Conflict**
Registration Deadline: Sept. 30 by Noon

Differences of opinion can quickly escalate into an out-and-out battle. In the workplace, it’s the leader’s role to recognize the signs of conflict, and then to quickly choose the appropriate level of involvement to help resolve the issue. This course teaches leaders how to recognize the signs of escalating conflict and take appropriate action to minimize damage. Leaders are introduced to two resolution tactics—coach and mediate—and practice using the Interaction Essentials as they coach then mediate to resolve a conflict. All course materials included. Facilitated by Helen Gadsden-Ross, B.S., M.A., Ph. D.

**Location:**
VC Emerging Technology Complex
Conference & Education Center, Room 302

Thursday, Nov. 14, 2019
8 a.m.–Noon
**Creating a Service Culture**
Registration Deadline: Nov. 4 by Noon

Creating a customer service culture is an ongoing organizational commitment driven by effective leaders. Once the focus is defined, leaders need to know exactly how to make the service vision a reality. This course helps leaders identify barriers to service excellence and provides them with five leader practices to create a service culture. All course materials included. Facilitated by Dr. Janet Weaver.

Suggested audience: Small business owners and service leaders.

**Location:**
VC Emerging Technology Complex
Conference & Education Center, Room 302

Each class is $115. Register for all three for only $300.
Each class will provide 3.5 CEUs toward HRClSM, SPHRSM, PHRSM, and GPHRSM certifications.

REGISTER TODAY!
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For more information, please contact the Workforce & Continuing Education department at (361) 582-2528.
BUSINESS & TECHNOLOGY

Communicate with Different Personalities--$30
Register for the Lunch & Learn Series for only $75 (page 6).
BUSG CE03

Increase the success of your interactions with your boss, co-workers, and customers by understanding the communication preferences of diverse personalities. All course materials included. Lunch will be provided. Facilitated by Hank Sheeran. 1.5 contact hours

VICTORIA
Nov. 7 Term: 202015
Thurs. • 11:30 a.m.-1 pm
VC Emerging Technology Complex
Conference and Education Center, Room 302

Computer Literacy--$150
ITSC 1012

No prior experience necessary.
Included in this remarkable beginner course is computer literacy, Windows 7, Internet, and e-mail. Students will get hands-on instruction and practice. Topics will include computer terminology, computer hardware and software, Windows operating system, file management, World Wide Web, discussions on how computers are used in today's world and an overview of Microsoft Office productivity suite (word processing, spreadsheets, and presentation software). All course materials included. Provided textbook: Computer Literacy. Facilitated by Dr. Janet Weaver. 15 contact hours

Registration deadlines:
Aug. 28, 2019 at noon (Victoria)
May 2, 2019 at noon (Gonzales)

VICTORIA
Sept. 10-26 Term: 202015
Tues. & Thurs. • 5:30-8 p.m.
VC Emerging Technology Complex
Conference and Education Center, Room 307

GONZALES
May 14-30 Term: 201935
Tues. & Thurs. • 6-8:30 p.m.
VC Gonzales Center, Room 12

Creating a Service Culture--$115
Register for the DDI Leadership Series for only $300 (page 7).
©Development Dimensions International, Inc. (DDI®)
BMGT CE08

Creating a customer service culture is an ongoing organizational commitment driven by effective leaders. Once the focus is defined, leaders need to know exactly how to make the service vision a reality. This course helps leaders identify barriers to service excellence and provides them with five leader practices to create a service culture. All course materials included. Facilitated by Dr. Janet Weaver. 4 contact hours

Suggested audience: Small business owners and service leaders.

Registration deadline: Nov. 4, 2019 at Noon

VICTORIA
Nov. 14 Term: 202015
Thurs. • 8 a.m.-Noon
VC Emerging Technology Complex
Conference and Education Center, Room 302

Discover Your Personality--$30
Register for the Lunch & Learn Series for only $75 (page 6).
BUSG CE03

Utilizing a quick personality assessment, participants will discover their personality description. Participants will discuss how to recognize and monopolize on their strengths and overcome weaknesses. All course materials included. Lunch will be provided. Facilitated by Hank Sheeran. 1.5 contact hours

VICTORIA
Sept. 5 Term: 202015
Thurs. • 11:30 a.m.-1 pm
VC Emerging Technology Complex
Conference and Education Center, Room 302

Essentials of Leadership--$115
Register for the DDI Leadership Series for only $300 (page 7).
©Development Dimensions International, Inc. (DDI®)
BMGT CE02

This foundation course teaches leaders how to get results through people. It helps leaders build strong working relationships and enhance the efficiency and effectiveness of their interactions. This course simulates a day in the life of a typical leader. Learners assume the role of the leader and interact with their manager, peers, and direct reports as they navigate through the course learning and practicing effective interaction skills. All course materials included. Facilitated by Helen Gadsden-Ross, B.S., M.A., Ph. D. 4 contact hours

Registration deadline: Aug. 30, 2019 at Noon

VICTORIA
Sept. 12 Term: 202015
Thurs. • 8 a.m.-Noon
VC Emerging Technology Complex
Conference and Education Center, Room 302

The schedule is subject to change. Classes may be added, canceled, or postponed. Visit VictoriaCollege.edu/WCE to view the current schedule.
Microsoft Excel—$200
ITSW 1022

This course includes hands-on instruction and practice with Excel, the spreadsheet program from Microsoft Office. Students will understand basic concepts of spreadsheet (Excel) functions, create formulas, charts, graphs, and generate reports. Course topics will include an introduction to terminology and machine use; program parameters; display characteristics; mathematical functions and formatting features, and printing. You'll also learn how to create informative, eye-catching charts and harness the power of Excel's data analysis and filtering tools. All course materials included. Provided textbook: Excel 2016 Complete. Facilitated by Dr. Janet Weaver. 21 contact hours

Registration deadline: Oct. 10, 2019 at Noon

VICTORIA
Oct. 22-Nov. 12 Term: 202015
Tues. & Thurs. • 5:30-8:30 p.m.
VC Emerging Technology Complex
Conference and Education Center, Room 307

Microsoft Excel Level 1 in a Day—$95
ITSW 1022

This course includes hands-on instruction and practice with Excel, the spreadsheet program from Microsoft Office. Students will understand basic concepts of spreadsheet (Excel) functions, create formulas, charts, graphs, and generate reports. All course materials included. Provided textbook: Excel 2016 Level 1. Facilitated by Dr. Janet Weaver. 8 contact hours

Registration deadlines:
June 12, 2019 at Noon, Oct. 16, 2019 at Noon, and Nov. 6, 2019 at Noon

VICTORIA
June 22 Term: 201945
Sat. • 8 a.m-5 p.m.
VC Emerging Technology Complex
Conference and Education Center, Room 307

Oct. 26 Term: 202015
Sat. • 8 a.m.-5 p.m.
VC Emerging Technology Complex
Conference and Education Center, Room 307

Nov. 16 Term: 202015
Sat. • 8 a.m.-5 p.m.
VC Emerging Technology Complex
Conference and Education Center, Room 307

Microsoft Excel Level 2 in a Day—$95
ITSW 1022

Prerequisite: Successful completion of Microsoft Excel and/or Microsoft Excel Level 1 in a Day training.

This course builds on the basic concepts learned in our Level 1 course to provide more advanced tools for analysis and presentation of complex, realistic data in Microsoft Excel 2016: how to manage complex workbooks, build more complex functions, use data analysis tools, make an impact with powerful chart and presentation features, and collaborate with other users. All course materials included. Provided textbook: Excel 2016 Level 2. Facilitated by Dr. Janet Weaver. 8 contact hours

Registration deadlines:
July 10, 2019 July 17, 2019 at Noon and Nov. 20, 2019 at Noon

VICTORIA
July 20 July 27 Canceled Term: 201945
Sat. • 8 a.m.-5 p.m.
VC Emerging Technology Complex
Conference and Education Center, Room 307

Dec. 7 Term: 202025
Sat. • 8 a.m.-5 p.m.
VC Emerging Technology Complex
Conference and Education Center, Room 307

INSTRUCTOR SPOTLIGHT
DR. JANET WEAVER

Janet Weaver has been helping people learn to use computers since the dawn of the personal computer age. Her students have ranged from 5 to 85 years of age, from beginners just learning how to turn on a computer to experienced people who want to increase their skills. She believes that computers are tools that everyone can learn to use and that no matter how much one knows, there is always more to learn!

EMPLOYEE TRAINING
Invest in your business with training solutions customized to fit your needs.

FOR MORE INFORMATION OR TO SCHEDULE TRAINING:
Rachel Nessel
(361) 582-2575 or (877) 843-4369
Rachel.Nessel@VictoriaCollege.edu
www.VictoriaCollege.edu/CustomizedTraining

Revised 07/17/2019
Microsoft Word Basics in a Day—$45
POFI CE01

Learn to use the most widely used and recognized word processing software from Microsoft Office. Students will receive an overview of the production of documents, tables, and graphics. Course topics will include word processing terminology and concepts; editing functions; formatting options; special text options; and tables/graphics. All course materials included. Provided reference: Word 2016 Introduction Quick Reference Guide. Facilitated by Dr. Janet Weaver. 4 contact hours

Registration deadline: Oct. 2, 2019 at Noon

VICTORIA
Oct. 12 Term: 202015
Sat. • 1-5 p.m.
VC Emerging Technology Complex
Conference and Education Center, Room 307

QuickBooks Desktop Version—$175
ACNT 1010

Prerequisite: Basic computer and bookkeeping knowledge strongly preferred.

In this QuickBooks class, you will learn to set up a chart of accounts, reconcile your checking account, create and print invoices, receipts, and statements, track your payables, inventory, and receivables, create estimates, and generate reports. Course topics will include lists and bank accounts/using other accounts in QuickBooks; entering sales information and setting up inventory; entering and paying bills/receiving payments and making deposits; analyzing financial data and tracking and paying sales tax. All course materials, including QuickBooks textbook and handouts, provided. Facilitated by Debbie McClanahan. 21 contact hours

Registration deadlines: Aug. 28, 2019 at Noon and Oct. 10, 2019 at Noon

VICTORIA
Sept. 10-Oct. 1 Term: 202015
Tues. & Thurs. • 5:30-8:30 p.m.
VC Emerging Technology Complex
Conference and Education Center, Room 305

Oct. 22-Nov. 12 Term: 202015
Tues. & Thurs. • 5:30-8:30 p.m.
VC Emerging Technology Complex
Conference and Education Center, Room 305

Recognize Others’ Personalities—$30
Register for the Lunch & Learn Series for only $75 (page 6).
BUSG CE03

Learn to recognize different personality styles by following a simple people-reading guide. As part of the class, small teams will complete case studies to analyze and identify different personality styles. All course materials included. Lunch will be provided. Facilitated by Hank Sheeran. 1.5 contact hours

VICTORIA
Oct. 3 Term: 202015
Thurs. • 11:30 a.m.-1 p.m.
VC Emerging Technology Complex
Conference and Education Center, Room 302

Can’t find a time that works into your schedule? Try an online course. See page 25.
Victoria College partners with The Center for Legal Studies to offer a variety of training for legal support personnel. The Center for Legal Studies has trained more Paralegals, Legal Secretaries, Legal Investigators, Mediators, and other legal support professionals than any other legal education training facility in the country.

We understand the constraints that face today’s adult students. Free time is scarce and busy people need options. Our curriculum is available in an instructor-led Online Format. Students are able to log on anytime, anywhere to complete weekly assignments, tests, and quizzes. To register, visit https://www.legalstudies.com/vendor/victoria/. For additional information, call 1 (800) 522-7737.

The US Department of Labor projects an 18% rise in the profession by 2024. The national median earnings for paralegals is currently $44,480.00/year and freelance paralegal professionals average significantly more across the board.

PARALEGAL CERTIFICATE COURSE®
$1395 + Textbooks & WESTLAW© access
This intensive, nationally acclaimed program is designed for beginning as well as advanced legal workers. Students will be trained to interview witnesses, investigate complex fact patterns, research the law, prepare legal documents, and assist in preparing cases for courtroom litigation. The instruction is practice-oriented and relates to those areas of law in which paralegals are in most demand.

OTHER AFFORDABLE COURSES:
• Advanced Legal Research & Writing $729
• Employment Law $729
• Legal Investigation $729
• Legal Nurse Consultant $895
• Legal Secretary $729
• Medical Professional Legal Consultant $975
• Software Essentials for the Law Office $729

UPCOMING COURSE DATES:
• May 6 - June 21
• July 1 - Aug. 16
• Aug. 26 - Oct. 11
• Oct. 21 - Dec. 6

Once registered, your password and access information will be sent via email prior to the start of class.

Textbooks and WESTLAW© subscriptions are not included in tuition pricing. All required materials are listed on the CLS website and can be purchased online or over the phone.
Medical Assisting—$775
MDCA 1091 and 1061 • Textbook and certification exam included.

Textbook: Today's Medical Assistant Clinical and Administrative Procedures
Study Guide: Today's Medical Assistant Clinical and Administrative Procedures

Pre-Registration is required. For student admission requirements, visit VictoriaCollege.edu/HealthcareProfessions.

An introductory Medical Assisting program designed to develop basic knowledge and skills necessary to function safely and effectively in a medical office/clinic environment. Clinical experience will be assigned in area medical clinics. Upon successful completion student will take certification exam.

 невозможный training hours including 60 clinical hours

VICTORIA
Sept. 3-Nov. 22
Tues. & Fri.
6-9 p.m.
VC Main Campus
Health Sciences Center, Room 131

GONZALES
Sept. 4-Dec. 4*
Mon. & Wed.
2-5 p.m.
VC Gonzales Center
*(Class will not be held Nov. 25-29)

Medication Aide for Nurse Aide—$675
NURA 1013 • Textbook and certification exam included.

Textbook: Administering Medications

Pre-Registration is required. For student admission requirements, visit VictoriaCollege.edu/HealthcareProfessions.

Instruction in preparation and administration of designated medications by non-licensed nursing personnel employed in licensed health care agencies including the responsibilities associated with such administration. Texas Health and Human Services Medication Aide Permitting Exam is included in this course and will be administered at the end of class. Additional fees apply. 130 training hours including 10 clinical hours

GONZALES
Aug. 12-Dec. 11*
Mon. & Wed.
9 a.m.-1 p.m.
VC Gonzales Center
*(Class will not be held Nov. 25-29)

Medication Aide Update—$55
NURA 1041

Pre-Registration is required. For student admission requirements, visit VictoriaCollege.edu/HealthcareProfessions.

Registration and payment deadline is the Monday prior to class at Noon.

Intensive training in an identified area(s) to meet continuing education and/ or review/update requirements associated with professional licensure or certification. Medication Aides MUST renew their permit annually. This includes taking this 7 hour WCE course and paying the $15 fee to the Department of Aging and Disability Services (DADS). First year permit holders may renew by paying the DADS fee only. Permits that have lapsed for one year or more CANNOT be renewed. The 7 hour continuing education class should be taken at least three months before your permit expires. A medication aide is also a nurse aide and must receive nurse aide continuing in-service documentation.

VICTORIA
Aug. 7
Wed.
9 a.m.-1 p.m.
VC Main Campus
Health Sciences Center, Room 133

Dec. 4
Wed.
9 a.m.-1 p.m.
VC Main Campus
Health Sciences Center, Room 133

GONZALES
Oct. 2
Wed.
9 a.m.-1 p.m.
VC Gonzales Center

June 5
Wed.
9 a.m.-1 p.m.
VC Gonzales Center

Revised 05/03/2019
Nurse Aide—$635
NURA 1001 & 1060 • Textbook included.

Textbook: Harman's Nursing Assistant Care with workbook
Pre-Registration is required. For student admission requirements, visit VictoriaCollege.edu/HealthcareProfessions

Preparation for entry level nursing assistance to achieve a level of knowledge, skills, and abilities essential to provide basic care to residents of long-term care facilities and other jobs requiring skills of the nurse aide. Emphasis on effective interaction with members of the health care team and assisting residents in maintaining basic comfort and safety. Clinical assignments will be at local nursing facilities. Students who complete this course are eligible to take the Texas Nurse Aide Registry Exam.

60 110 training hours including 50 clinical hours

VICTORIA
Sept. 5-Dec. 12*
Mon. & Thurs.
Classroom 5-9 p.m.
Clinical 3-7 p.m.
VC Main Campus
Allied Health Building, Room 107
*(Class will not be held Nov. 25-29)

GONZALES
Sept. 3-Dec. 3*
Mon., Tues. & Wed.
1-4 p.m.
VC Gonzales Center
*(Class will not be held Nov. 25-29)

Phlebotomy—$775
PLAB 1023 and PLAB 1060 • Textbook and Certification Exam included.

Textbook: Phlebotomy Essentials with workbook
Pre-Registration is required. For student admission requirements, visit VictoriaCollege.edu/HealthcareProfessions.

Skill development will be administered in the performance of a variety of blood collection methods using proper techniques and universal precautions. Course includes vacuum collection devices, syringes, capillary skin puncture, butterfly needles and blood culture, and specimen collection on adults, children, and infants. Emphasis will be on infection prevention, proper patient identification, labeling of specimens and quality assurance, specimen handling, processing, and accessioning. Upon successful completion student will take Certification Exam.

144 training hours including 72 clinical hours

VICTORIA
Sept. 4-Dec. 4*
Mon. & Wed.
5:30-8:30 p.m.
VC Main Campus
Health Sciences Center, Room 133

Veterinary Assistant—$595
VTHT 1008 and 1011 • Textbook included.

Textbook: Elsevier's Veterinary Assisting textbook with companion workbook
Pre-Registration is required. For student admission requirements, visit VictoriaCollege.edu/HealthcareProfessions.

Survey of veterinary medicine, including veterinary-related careers, safety in the veterinary workplace, the human-companion animal bond, animal restraint, client relations, and basic medical terminology. Clinical will cover survey of basic veterinary and nursing care skills. Includes aseptic techniques and operating room procedures, and the roles and responsibilities of the veterinary team in a clinical setting. Clinicals will be held at Hillcrest Animal Hospital and Dorothy O'Connor Pet Adoption Center.

18 training hours including 18 clinical hours

VICTORIA
June 10-Aug. 7
Mon. & Wed.
6-8 p.m.
VC Main Campus
Health Sciences Center, Room 133

Classes fill quickly, register early!

Revised 04/30/2019

The schedule is subject to change. Classes may be added, canceled, or postponed. Visit VictoriaCollege.edu/WCE to view the current schedule.
Advanced Cardiac Life Support—$170
EMSP 2035 • All prices subject to change.
Textbook—$40

Pre-Registration is required. Visit VictoriaCollege.edu/EMSTraining
Registration deadline is the Wednesday prior to the class by Noon.

Prerequisite: Current BLS for Healthcare Provider Card
This course was developed by the American Heart Association and is based on the recommendations of the National Conference on Cardiopulmonary Resuscitation and Emergency Cardiac Care. The course is intended for physicians, nurses, paramedical personnel, respiratory therapists, and other critical/ emergency care professionals who have a need to understand the recommended treatments for critical cardiac patients prior to, during, and post arrest. Participants successfully completing the course requirements will be issued a course completion card. 8 training hours

VICTORIA
Aug. 17 & 18
Nov. 9 & 10
All classes are:
Sat. & Sun. • 8 a.m.-5 p.m.
Allied Health Building, Room 112

Advanced Cardiac Life Support Recertification—$110
EMSP 2036 • All prices subject to change.
Textbook—$40

Pre-Registration is required. Visit VictoriaCollege.edu/EMSTraining
Registration deadline is the Wednesday prior to the class by Noon.

Prerequisites: Current ACLS card
This course includes lecture, discussion and skill stations designed to review and update knowledge and skills of the ACLS provider. 8 training hours

VICTORIA
Aug. 17
Nov. 9
All classes are:
Sat. • 8 a.m.-5 p.m.
Allied Health Building, Room 112

CPR Basic Life Support for Healthcare Providers—$65
Initial & Recertification
EMSP 1019 • All prices subject to change.
Textbook—$20

Pre-Registration is required. Visit VictoriaCollege.edu/EMSTraining
Registration deadline is the Wednesday prior to the class by Noon.

This course includes lecture, discussion, and skills practice following the current American Heart Association guidelines for CPR, cardiac arrest recognition, cardiac compressions, first aide, and use of Automated External Defibrillator. 8 training hours

VICTORIA
June 1
July 13 (Registration deadline is Wednesday, July 10, 2019 by Noon)
Aug. 3
Sept. 7
Oct. 5
Nov. 2
Dec. 7
All classes are:
Sat. • 8 a.m.-5 p.m.
Allied Health Building, Room 112

First Aid, CPR and AED—$40
EMSP 1026 • All prices subject to change.
Textbook—$20

Pre-Registration is required. Visit VictoriaCollege.edu/EMSTraining
Registration deadline is the Wednesday prior to the class by Noon.

First Aid, CPR, and AED classes are non-Healthcare Provider CPR and First aid classes. Example: School teachers, athletic trainers, baby sitters, day care centers, volunteer responders, industrial and construction safety personnel, and other lay rescuers.

This course includes lecture, discussion, and skills practice following the current American Heart Association guidelines for CPR, cardiac arrest recognition, cardiac compressions, first aide, and use of Automated External Defibrillator. 8 training hours

VICTORIA
July 29 Canceled
Oct. 19
All classes are:
Sat. • 8 a.m.-5 p.m.
Allied Health Building, Room 112

Pediatric Advanced Life Support—$170
EMSP 1047 • All prices subject to change.
Textbook—$45

Pre-Registration is required. Visit VictoriaCollege.edu/EMSTraining
Registration deadline is the Wednesday prior to the class by Noon.

This course gives healthcare professionals the knowledge and skills to better recognize and treat critically ill infants and children. The course uses a scenario-based, team approach to teach pediatric emergency management of pediatric patients approaching or already in respiratory or cardiac arrest. Topics include recognition and treatment of infants and children at risk for cardio-pulmonary arrest, the systematic approach to pediatric assessment, effective respiratory management, defibrillation and synchronized administration, intraosseous access and fluid bolus administration and effective resuscitation team dynamics. 16 training hours

VICTORIA
June 22 & 23 Canceled
Sept. 21 & 22
All classes are:
Sat. & Sun. • 8 a.m.-5 p.m.
Allied Health Building, Room 112

Pediatric Advanced Life Support Recertification—$95
EMSP 1048 • All prices subject to change.
Textbook—$45

Pre-Registration is required. Visit VictoriaCollege.edu/EMSTraining
Registration deadline is the Wednesday prior to the class by Noon.

This course includes lecture, discussion and skill stations designed to review and update knowledge and skills of the PALS provider. 8 training hours

VICTORIA
June 22 Canceled
Sept. 21
All classes are:
Sat. • 8 a.m.-5 p.m.
Allied Health Building, Room 112

Revised 07/22/2019
If you are looking for a degree and enjoy designing and building things, check this out.

Process technology or instrumentation might be the career for you.

WHERE WOULD YOU WORK?
Jobs are available in area plants around Victoria such as chemical, petrochemical, power generation, manufacturing, construction, and many others.

WHAT ARE THE OTHER DETAILS?
- Must be at least 18 years old
- High school diploma not required
- Complete Launch Transitions class

WHERE DO YOU START?
The first step is to make an appointment with Eden Casal.

Call: (361) 573-3291 ext. 3262
Visit: Victoria College Main Campus
Continuing Education Center
2200 E. Red River Street, Victoria, TX
(Building faces Ben Jordan Street)

If you like caring for others, working with your hands, or working in an office, check this out.

A career in office management, industrial trades, or health careers might be for you.

WHERE WOULD YOU WORK?
Jobs are available throughout Victoria and surrounding counties such as: office reception; nurse aide; medical assisting; medical coding; welding; electrical; heating, ventilation, & air conditioning (HVAC); pipefitting; and more.

WHAT ARE THE OTHER DETAILS?
- Must be at least 16 years old
- High school diploma not required

WHERE DO YOU START?
The first step is to attend an information session.

Information Sessions:
Every Wednesday
9 a.m. and 6 p.m.
Victoria College Main Campus
Continuing Education Center
2200 E. Red River Street, Victoria, TX
(Building faces Ben Jordan Street)
National Center for Construction Education & Research (NCCER) offers training, assessment, certification, and career development for construction and maintenance craft professionals.

NCCER’s industry-recognized credentials provide students and craft professionals with national portability of skills. Victoria College partners with IMSEF, the Industrial Merit Shop Education Foundation, an NCCER Accredited Training Sponsor, NCCER Accredited Assessment Center and NCCER Authorized Assessment Site, to provide NCCER certification to all students who successfully complete our Core Curriculum, Electrical, HVAC, Millwright, Pipefitting, Plumbing, Power Line Worker, Scaffolding, or Welding training.

Visible Emissions Training

Victoria College hosts Visible Emissions Observation Evaluation Training which includes Methods 9, 22, 203A, 203B, and 203C in the spring and fall. Initial certifications and recertifications available.

Call (361) 582-2590 for details, including costs and upcoming dates.

OSHA 10-Hour Training for Construction - $150
OSHT 1003

The OSHA Outreach Training Program for the Construction Industry provides training for workers and employers on the recognition, avoidance, abatement, and prevention of workplace hazards. The course also provides information regarding workers’ rights, employer responsibilities, and how to file a complaint. All course materials included. Facilitated by Curtis Bartek. 10 contact hours

VICTORIA
June 11-12 CANCELED Term: 201945
Tues. & Wed. • 5-10 p.m.
VC Emerging Technology Complex
Conference & Education Center, Room 302

Oct. 1-2 Term: 202015
Tues. & Wed. • 5-10 p.m.
VC Emerging Technology Complex
Conference & Education Center, Room 302

OSHA 30-Hour Training for Construction - $350
OSHT 1015

The OSHA Outreach Training Program for the Construction Industry provides training for workers and employers on the recognition, avoidance, abatement, and prevention of safety and health hazards in workplaces in general industry. The program also provides information regarding workers’ rights, employer responsibilities, and how to file a complaint. The 30-hour class is intended for supervisors or workers with some safety responsibility. All course materials included. Facilitated by Curtis Bartek. 30 contact hours

VICTORIA
Aug. 5-8 Term: 201945
Mon.-Thurs. • 8 a.m.-5 p.m.
VC Emerging Technology Complex
Conference & Education Center, Room 302

Dec. 2–5 Term: 202025
Mon.-Thurs. • 8 a.m.-5 p.m.
VC Emerging Technology Complex
Conference & Education Center, Room 302

Revised 06/06/2019
ELECTRICAL

Core Curriculum: Introductory Craft Skills—$285
CNBT 1091

Prerequisite: Basic reading and math skills.
Core Curriculum: Introductory Craft Skills is common to all NCCER Training Programs and is required for NCCER Certification for all Level 1 courses. No prior experience necessary. This course provides an introduction to basic safety, construction math, hand tools, power tools, blueprints, rigging, communication skills, and basic employability skills. All course materials, including textbook, provided. 40 contact hours

VICTORIA
Aug. 6–Sept. 5 Term: 201945
Tues. & Thurs. • 6–10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223

Aug. 19–Sept. 13 Term: 201945
Mon., Wed., & Fri. • 6–10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223
*(Class will not be held Aug. 30 and Sept. 2.)

Oct. 1–31 Term: 202015
Tues. & Thurs. • 6–10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223

Nov. 4–Dec. 11 Term: 202015
Mon. & Wed. • 6–10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223

GONZALES
June 4–July 9 Term: 201945
Mon. & Wed. • 6–10 p.m.
VC Gonzales Workforce Training Center, Room 204

July 16–Aug. 15 Term: 201945
Tues. & Thurs. • 6–10 p.m.
VC Gonzales Workforce Training Center, Room 204

Aug. 20–Sept. 19 Term: 201945
Tues. & Thurs. • 6–10 p.m.
VC Gonzales Workforce Training Center, Room 204

Electrical Level 1—$750
ELPT 1019

Prerequisite: Successful completion of Core Curriculum: Introductory Craft Skills.
This course provides an introduction to the electrical trade; introduction to electrical circuits, theory, and safety; introduction to the National Electrical Code®; conductors and cable, device boxes, hand bending; residential electrical services. All course materials, including textbook and National Electric Code book, provided. 96 contact hours

VICTORIA
Sept. 17–Jan. 28 Term: 202015
Tues. & Thurs. • 6–9 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223
*(Class will not be held Nov. 26–28 and Dec. 17–31.)

GONZALES
Sept. 24–Feb. 4 Term: 202015
Tues. & Thurs. • 6–9 p.m.
VC Gonzales Workforce Training Center, Room 204
*(Class will not be held Nov. 26–28 and Dec. 17–31.)

Electrical Level 2—$650
ELPT 1020

Prerequisite: Successful completion of Electrical Level 1.
This course is a study in alternating current; motors theory and application; circuit breakers and fuses; conductor installations, terminations and splices; conduit bending; grounding and bonding; pull and junction boxes. All course materials, including textbook, provided. 96 contact hours

VICTORIA
Aug. 5–Dec. 2 Term: 201945
Mon. & Wed. • 6–9 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 222
*(Class will not be held Sept. 2 and Nov. 25–27.)

GONZALES
Aug. 12–Dec. 9 Term: 201945
Mon. & Wed. • 6–9 p.m.
VC Gonzales Workforce Training Center, Room 204
*(Class will not be held Sept. 2 and Nov. 25–27.)

Electrical Level 3—$700
ELPT 2005

Prerequisite: Successful completion of Electrical Level 2.
This course provides an advanced study in load calculations – feeders and services; health care facilities; standby and emergency systems. Topics include advanced controls, fire alarm systems, HVAC controls; heat tracing and freeze protection; motor operation and maintenance; medium-voltage terminations/splices; specialty transformers. All course materials, including textbook, provided. 96 contact hours

VICTORIA
Aug. 6–Nov. 21 Term: 201945
Mon. & Wed. • 6–9 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 222
*(Class will not be held Nov. 26–28.)

Industrial Electrician Certified Plus Performance Verification—$400
ELPT CE01

Prerequisite: Successful completion of Knowledge Verification for Industrial Electrician through the Industrial Merit Shop Education Foundation (IMSEF) within the last 12 months. To take the written exam for Industrial Electrician Knowledge Verification, contact Shelley Callaway, Director of Education for IMSEF, at (361) 485-6839 or Shelley.Callaway@VictoriaCollege.edu.

NCCER’s Certified Plus certification requires both knowledge and performance verification. Participants will be tested on hands-on skills associated with their craft.

Industrial Electrician Certified Plus Performance Verifications will be scheduled on an as needed basis. Please contact (361) 582-2528 for scheduling options.

This course is offered at the VC Emerging Technology Complex, Industrial Training Center, Room 121. Course length will depend on experience level, with a maximum of 4 hours allowable.

Revised 09/23/2019

The schedule is subject to change. Classes may be added, canceled, or postponed. Visit VictoriaCollege.edu/WCE to view the current schedule.
HEATING, VENTILATION, & AIR CONDITIONING (HVAC)

Core Curriculum: Introductory Craft Skills—$285
CNBT 1091

Prerequisite: Basic reading and math skills.
Core Curriculum: Introductory Craft Skills is common to all NCCER Training Programs and is required for NCCER Certification for all Level 1 courses. No prior experience necessary. This course provides an introduction to basic safety, construction math, hand tools, power tools, blueprints, rigging, communication skills, and basic employability skills. All course materials, including textbook, provided. 40 contact hours

VICTORIA
Aug. 6-Sept. 5 Term: 201945
Tues. & Thurs. • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223

Aug. 19-Sept. 13* Term: 201945
Mon., Wed., & Fri. • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223
*(Class will not be held Aug. 30 and Sept. 2.)

Oct. 1-31 Term: 202015
Tues. & Thurs. • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223

Nov. 4-Dec. 11 Term: 202015
Mon. & Wed. • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223

GONZALES
June 4-July 9* June 17-July 17 Term: 201945
Tues. & Thurs. • 6-10 p.m.
Mon. & Wed. • 6-10 p.m.
VC Gonzales Workforce Training Center, Room 204

July 16-Aug. 15 July 30-Aug. 29 Term: 201945
Tues. & Thurs. • 6-10 p.m.
VC Gonzales Workforce Training Center, Room 204

Aug. 20-Sept. 19 Term: 201945
Tues. & Thurs. • 6-10 p.m.
VC Gonzales Workforce Training Center, Room 204

HVAC Level 1—$600
HART 1038

Prerequisite: Successful completion of Core Curriculum: Introductory Craft Skills.
This introductory course covers heating, ventilation, and air conditioning (HVAC) principles. Topics include introduction to cooling and heating; basic electricity; air distributing systems; copper and plastic piping practices; soldering and brazing; trade mathematics; ferrous metal piping practices. All course materials, including textbook, provided. 96 contact hours

VICTORIA
Sept. 10-Jan. 21* Term: 202015
Tues. & Thurs. • 6-9 p.m.
VC Main Campus
College Services & Training Building, Room 104-A
*(Class will not be held Nov. 25-27, Dec. 16-Jan. 1, and Jan. 20.)

GONZALES
Aug. 20-Dec. 12 Term: 201945
Tues. & Thurs. • 6-9 p.m.
VC Gonzales Workforce Training Center, Room 205
*(Class will not be held Nov. 26-28.)

HVAC Level 2—$625
HART 1005

Prerequisite: Successful completion of HVAC Level 1.
This is an intermediate HVAC course. Topics include basic installation and maintenance practices; basic electronics; introduction troubleshooting control circuit, and gas heating and cooling; commercial airside systems chimneys, vents, and flues; air quality equipment; leak detection, evacuation, recovery, and charging; fiberglass and flexible duct systems. All course materials, including textbook, provided. 96 contact hours.

VICTORIA
June 4-Aug. 27 Term: 201945
Tues. & Thurs. • 6-10 p.m.
VC Main Campus
College Services & Training Building, Room 104-B

HVAC Level 3—$625
HART 2036

Prerequisite: Successful completion of HVAC Level 1 and 2.
This is an advanced course covering the application of troubleshooting principles and the use of test instruments to diagnose air conditioning and refrigeration components and system problems including conducting performance tests. Topics include: use of refrigerants; compressors; expansion valves; refrigeration systems; types of hydronic heating and cooling systems; servicing various HVAC equipment; common water problems; electronic controls; and heat pumps. All course materials, including textbook, provided. 96 contact hours.

VICTORIA
Sept. 9-Jan. 27* Term: 202015
Mon. & Wed. • 6-9 p.m.
VC Main Campus
College Services & Training Building, Room 104-A
*(Class will not be held Nov. 25-27, Dec. 16-Jan. 1, and Jan. 20.)

GONZALES
Aug. 20-Dec. 12 Term: 201945
Tues. & Thurs. • 6-9 p.m.
VC Gonzales Workforce Training Center, Room 205
*(Class will not be held Nov. 26-28.)

Financial Aid & Scholarship Opportunities
For details, visit www.VictoriaCollege.edu/WCE

Revised 09/23/2019
The schedule is subject to change. Classes may be added, canceled, or postponed. Visit VictoriaCollege.edu/WCE to view the current schedule.
**MILLWRIGHT**

**Core Curriculum: Introductory Craft Skills—$285**

CNBT 1091

**Prerequisite:** Basic reading and math skills. Core Curriculum: Introductory Craft Skills is common to all NCCER Training Programs and is required for NCCER Certification for all Level 1 courses. No prior experience necessary. This course provides an introduction to basic safety, construction math, hand tools, power tools, blueprints, rigging, communication skills, and basic employability skills. All course materials, including textbook, provided. 40 contact hours

**VICTORIA**

Aug. 6-Sept. 5  Term: 201945
Tues. & Thurs.  • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223

Aug. 19-Sept. 13*  Term: 201945
Mon., Wed., & Fri.  • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223
*(Class will not be held Aug. 30 and Sept. 2.)

Oct. 1-31  Term: 202015
Tues. & Thurs.  • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223

Nov. 4-Dec. 11  Term: 202015
Mon. & Wed.  • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223

**GONZALES**

June 4-July 12  Term: 201945
Tues. & Thurs.  • 6-10 p.m.
VC Gonzales Workforce Training Center, Room 204

July 16-Aug. 15  Term: 201945
Tues. & Thurs.  • 6-10 p.m.
VC Gonzales Workforce Training Center, Room 204

Aug. 20-Sept. 19  Term: 201945
Tues. & Thurs.  • 6-10 p.m.
VC Gonzales Workforce Training Center, Room 204

**Millwright Level 1/2 Combo—$1,300**

MCHN 1023/1029

**Prerequisite:** Successful completion of Core Curriculum: Introductory Craft Skills.

This course provides an introductory study of millwright: orientation to the trade; millwright hand tools; fasteners and anchors; Gaskets and O-Rings; basic layout; and Oxyfuel Cutting. This course also provides an intermediate study of millwright: intermediate trade math; field sketching; intermediate blueprint reading; millwright power and specialty tools; setting base and soleplates; and introduction to bearings. All course materials, including textbook, provided. 136 contact hours

**VICTORIA**

Sept. 17-Feb. 4*  Term: 202015
Tues. & Thurs.  • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 225
*(Class will not be held Nov. 26-28 and Dec. 17-31.)

**Millwright Level 4—$900**

MCHN 2007

**Prerequisite:** Successful completion of Millwright Level 3.

This course provides an advanced study of millwright: Conveyors; Troubleshooting and Repairing Conveyors; Conventional Alignment; Pumps; Troubleshooting and Repairing Pumps; Compressors and Compressor Maintenance; Basic Pneumatic Systems; Troubleshooting and Repairing Pneumatic Equipment; Basic Hydraulic Systems; Troubleshooting and Repairing Hydraulic Equipment; Troubleshooting and Repairing Gearboxes. All course materials, including textbook, provided. 96 contact hours

**VICTORIA**

May 20-Aug. 12*  Term: 201935
Mon. & Wed.  • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 225
*(Class will not be held May 27)

**Millwright Level 5—$900**

MCHN 2012

**Prerequisite:** Successful completion of Millwright Level 4.

This course provides an advanced study of millwright: Performing Reverse Alignment, Performing Laser Alignment, Advanced Blueprint Reading, Performing Optical Alignment, Turbines, Maintaining and Repairing Turbine Equipment, Installing Electric Motors, Preventative and Predictive Maintenance and Vibration Analysis. All course materials, including textbook, provided. 96 contact hours

**VICTORIA**

Aug. 26-Nov. 18*  Term: 202015
Mon. & Wed.  • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 225
*(Class will not be held Sept. 2.)

**Millwright Certified Plus Performance Verification—$800**

MCHN 2009

**Prerequisite:** Successful completion of Knowledge Verification for Millwright through the Industrial Merit Shop Education Foundation (IMSEF) within the last 12 months. To take the written exam for Millwright Knowledge Verification, contact Shelley Callaway, Director of Education for IMSEF, at (361) 485-6839 or Shelley.Callaway@VictoriaCollege.edu.

NCCER's Certified Plus certification requires both knowledge and performance verification. Participants will be tested on hands-on skills associated with their craft.

Millwright Certified Plus Performance Verifications will be scheduled on an as needed basis. Please contact (361) 582-2528 for scheduling options.

This course is offered at the VC Emerging Technology Complex, Industrial Training Center, Room 125. Course length will depend on experience level, with a maximum of 10 hours allowable.

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“I have always enjoyed working on equipment, and this program offers a certificate to help me enter the workforce.”

LEE MENKE
VC Millwright Student

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Revised 09/23/2019

The schedule is subject to change. Classes may be added, canceled, or postponed. Visit VictoriaCollege.edu/WCE to view the current schedule.
PIPEFITTING & PLUMBING

Core Curriculum: Introductory Craft Skills—$285
CNBT 1091

Prerequisite: Basic reading and math skills.
Core Curriculum: Introductory Craft Skills is common to all NCCER Training Programs and is required for NCCER Certification for all Level 1 courses. No prior experience necessary. This course provides an introduction to basic safety, construction math, hand tools, power tools, blueprints, rigging, communication skills, and basic employability skills. All course materials, including textbook, provided. 40 contact hours.

VICTORIA
Aug. 6-Sept. 5 Term: 201945
Tues. & Thurs. • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223

Aug. 19-Sept. 13* Term: 201945
Mon., Wed., & Fri. • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223
*(Class will not be held Aug. 30 and Sept. 2.)

GONZALES
June 4-July 9 June 17-July 17 Term: 201945
Tues. & Thurs. • 6-10 p.m.
Mon. & Wed. • 6-10 p.m.
VC Gonzales Workforce Training Center, Room 204

July 16-Aug. 15 July 30-Aug. 29 Term: 201945
Tues. & Thurs. • 6-10 p.m.
VC Gonzales Workforce Training Center, Room 204

Pipefitting Level 1/2 Combo—$1,200
PFPB 1001/1043

Prerequisite: Successful completion of Core Curriculum: Introductory Craft Skills.
This course is a beginner/intermediate study of pipefitting and combines certifications for both Level 1 and 2. Orientation to the Trade, Pipefitting Hand Tools, Pipefitting Power Tools, Oxyfuel Cutting, Ladders and Scaffolds, Motorized Equipment, Piping Systems, Drawings and Detail Sheets, Identifying and Installing Valves, Pipefitting Trade Math, Threaded Pipe Fabrication, Socket Weld Pipe Fabrication, Butt Weld Pipe Fabrication, Excavations, and Underground Pipe Installation. All course materials, including textbook, provided. 136 contact hours.

VICTORIA
Sept. 16-Feb. 10’ Term: 202015
Mon. & Wed. • 6-10 p.m.
VC Liberty Street Industrial Training Center
*(Class will not be held Nov. 25-27, Dec. 16-Jan. 1, and Jan. 20.)

Plumbing Level 1—$600
PFPB 1013

Prerequisite: Successful completion of Core Curriculum: Introductory Craft Skills.
This course provides an introduction to the Plumbing trade; introduction to the plumbing profession, safety, and tools; introduction to plumbing math and drawings; plastic and copper pipe and fittings; cast iron and carbon steel pipe and fittings; introduction to fixtures and faucets; DWV systems; and water distribution systems. All course materials, including textbook, provided. 96 contact hours.

VICTORIA
Sept. 17-Dec. 12’ Term: 202015
Tues. & Thurs. • 6-10 p.m.
VC Liberty Street Industrial Training Center
*(Class will not be held Nov. 26-28.)

Classes fill quickly, register early!

Revised 09/23/2019

The schedule is subject to change. Classes may be added, canceled, or postponed. Visit VictoriaCollege.edu/WCE to view the current schedule.
POWER LINE WORKER

Core Curriculum: Introductory Craft Skills—$285
CNBT 1091

Prerequisite: Basic reading and math skills.
Core Curriculum: Introductory Craft Skills is common to all NCCER Training Programs and is required for NCCER Certification for all Level 1 courses. No prior experience necessary. This course provides an introduction to basic safety, construction math, hand tools, power tools, blueprints, rigging, communication skills, and basic employability skills. All course materials, including textbook, provided. 40 contact hours

VICTORIA
Aug. 6-Sept. 5 Term: 201945
Tues. & Thurs. • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223

Aug. 19-Sept. 13* Term: 201945
Mon., Wed., & Fri. • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223
*(Class will not be held Aug. 30 and Sept. 2.)

Oct. 1-31 Term: 202015
Tues. & Thurs. • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223

Nov. 4-Dec. 11 Term: 202015
Mon. & Wed. • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223

GONZALES
June 4-July 9 Term: 201945
Tues. & Thurs. • 6-10 p.m.
VC Gonzales Workforce Training Center, Room 204

July 16-Aug. 15 Term: 201945
Tues. & Thurs. • 6-10 p.m.
VC Gonzales Workforce Training Center, Room 204

Aug. 20-Sept. 19 Term: 201945
Tues. & Thurs. • 6-10 p.m.
VC Gonzales Workforce Training Center, Room 204

Power Line Worker Level 1—$750
ELPT 1021 / LNWK 1011

Prerequisite: Successful completion of Core Curriculum: Introductory Craft Skills.
This course provides an introduction to the Power Line Worker trade. Key content includes: Power Line Worker Safety, Introduction to Electrical Circuits, Introduction to Electrical Theory, Climbing Wooden Poles, Climbing Structures Other Than Wood, Tools of the Trade, Aerial Framing, Utility Service Equipment, Rigging, Setting and Pulling Poles, Trenching, Excavating, and Boring Equipment, and Introduction to Electrical Test Equipment. Textbook and hardhat included.

Students must purchase some tools and supplies (View power line worker admission requirements and supplies at www.VictoriaCollege.edu/docs/default-source/CollegeAdvancement/WorkforceCE/PowerlineWorkerAdmissionReqandSuppliesv2.pdf) and will be required to pass a criminal and driving record background check. 124 contact hours

VICTORIA
Information Sessions:
Wednesday, June 12 and Thursday, Aug. 1
11:30 a.m.-12:30 p.m. and 6-7 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 226

Application Deadline: Wednesday, Aug. 14

Power Line Worker Level 2—$725
LNWK 1001 / LNWK 1011

Prerequisite: Successful completion of Power Line Worker Level 1.
This course is an intermediate study of the Power Line Worker trade. Key content includes: Alternating Current and Three-Phase Systems, Introduction to Aerial Distribution Equipment, Cable and Conductor Installation and Removal, Underground Residential Distribution Systems (URDs), Overhead and URD Service Installations, and Distribution Line Maintenance.

Students must purchase some tools and supplies (View power line worker admission requirements and supplies at www.VictoriaCollege.edu/docs/default-source/CollegeAdvancement/WorkforceCE/PowerlineWorkerToolsandSupplies. pdf), 124 contact hours

VICTORIA
Sept. 5-Nov. 21* Canceled Term: 202015
Tues. & Thurs. • 6-10 p.m.
Additional 4 Saturdays from 8 a.m.-5 p.m. required
VC Emerging Technology Complex
Industrial Training Center, Room 226 and Victoria Electric Cooperative Training Site
*(Class will not be held Nov. 25-27)

Financial Aid & Scholarship Opportunities
For details, visit www.VictoriaCollege.edu/WCE

Revised 09/23/2019

The schedule is subject to change. Classes may be added, canceled, or postponed. Visit VictoriaCollege.edu/WCE to view the current schedule.
SCAFFOLDING

Core Curriculum: Introductory Craft Skills--$285
CNBT 1091

Prerequisite: Basic reading and math skills.
Core Curriculum: Introductory Craft Skills is common to all NCCER Training Programs and is required for NCCER Certification for all Level 1 courses. No prior experience necessary. This course provides an introduction to basic safety, construction math, hand tools, power tools, blueprints, rigging, communication skills, and basic employability skills. All course materials, including textbook, provided. 40 contact hours

VICTORIA
Aug. 6-Sept. 5 Term: 201945
Tues. & Thurs. • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223

Aug. 19-Sept. 13* Term: 201945
Mon., Wed., & Fri. • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223
*(Class will not be held Aug. 30 and Sept. 2.)

Oct. 1-31 Term: 202015
Tues. & Thurs. • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223

Nov. 4-Dec. 11 Term: 202015
Mon. & Wed. • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223

GONZALES
June 4-July 9 Term: 201945
Mon. & Wed. • 6-10 p.m.
VC Gonzales Workforce Training Center, Room 204

July 16-Aug. 15 Term: 201945
Tues. & Thurs. • 6-10 p.m.
VC Gonzales Workforce Training Center, Room 204

Aug. 20-Sept. 19 Term: 201945
Tues. & Thurs. • 6-10 p.m.
VC Gonzales Workforce Training Center, Room 204

Scaffolding--$750
CBFM CE01

Prerequisite: Successful completion of Core Curriculum: Introductory Craft Skills.
This course provides an introduction to scaffolding. Key content includes Introduction to the Trade, Trade Safety, Trade Tools and Equipment, Trade Math, Stationary Scaffolds, Mobile Scaffolds and Suspension Scaffolds. Note – tuition includes the following tools: scaffold-builder ratchet, hammer, level, wire cutter, and tape measure. Textbook included.

Students will be required to provide tools and personal protective equipment (list can be found at www.VictoriaCollege.edu/docs/default-source/CollegeAdvancement/WorkforceCE/ScaffoldingSupplyList.pdf). 72 contact hours

VICTORIA
Scheduled upon request

Scaffolding Certified Plus Performance Verification--$250
CBFM CE01

Prerequisite: Successful completion of Knowledge Verification for Scaffolding through the Industrial Merit Shop Education Foundation (IMSEF) within the last 12 months. To take the written exam for Scaffolding Knowledge Verification, contact Shelley Callaway, Director of Education for IMSEF, at (361) 485-6839 or Shelley.Callaway@VictoriaCollege.edu.

NCCER’s Certified Plus certification requires both knowledge and performance verification. Participants will be tested on hands-on skills associated with their craft.

Scaffolding Certified Plus Performance Verifications will be scheduled on an as needed basis. Minimum class size is 2 participants. Please contact (361) 582-2528 for scheduling options.

This course is offered at the VC Emerging Technology Complex, Industrial Training Center, Room 121. Course length will depend on experience level, with a maximum of 7 hours allowable.

Financial Aid & Scholarship Opportunities
For details, visit www.VictoriaCollege.edu/WCE

Classes fill quickly, register early!

Revised 09/23/2019

The schedule is subject to change. Classes may be added, canceled, or postponed. Visit VictoriaCollege.edu/WCE to view the current schedule.
WELDING

Core Curriculum: Introductory Craft Skills—$285
CNBT 1091

Prerequisite: Basic reading and math skills.
Core Curriculum: Introductory Craft Skills is common to all NCCER Training Programs and is required for NCCER Certification for all Level 1 courses. No prior experience necessary. This course provides an introduction to basic safety, construction math, hand tools, power tools, blueprints, rigging, communication skills, and basic employability skills. All course materials, including textbook, provided. 40 contact hours

VICTORIA
Aug. 6-Sept. 5   Term: 201945
Tues. & Thurs. • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223

Aug. 19-Sept. 13  Term: 201945
Mon., Wed., & Fri. • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223
*(Class will not be held Aug. 30 and Sept. 2.)

Oct. 1-31  Term: 202015
Tues. & Thurs. • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223

Nov. 4-Dec. 11  Term: 202015
Mon. & Wed. • 6-10 p.m.
VC Emerging Technology Complex
Industrial Training Center, Room 223

GONZALES
June 4-July 9  June 17-July 17  Term: 201945
Tues. & Thurs. • 6-10 p.m.  Mon. & Wed. • 6-10 p.m.
VC Gonzales Workforce Training Center, Room 204

July 16-Aug. 15  July 30-Aug. 29  Term: 201945
Tues. & Thurs. • 6-10 p.m.
VC Gonzales Workforce Training Center, Room 204

Aug. 20-Sept. 19  Term: 201945
Tues. & Thurs. • 6-10 p.m.
VC Gonzales Workforce Training Center, Room 204

EDUARDO SILVA
VC WELDING STUDENT

“The instructors are really friendly. They taught everything that I needed to know. It’s a really good program.”

Welding Level 1—$1,450
WLDG 1007

Prerequisite: Successful completion of Core Curriculum: Introductory Craft Skills.
This course provides an introductory study of basic welding processes. Course topics include: Welding Safety, Oxyfuel Cutting, Plasma Arc Cutting, Air Carbon Arc Cutting and Gouging, Base Metal Preparation, Weld Quality, SMAW — Equipment and Safety, Shielded Metal Arc Electrodes, SMAW — Beads and Fillet Welds, Joint Fit-Up and Alignment, SMAW — Groove Welds and Backing, and SMAW — Open V-Groove Welds. Textbook and tool kit included.

Students will be required to provide personal protective equipment (list can be found at www.VictoriaCollege.edu/docs/default-source/CollegeAdvancement/WorkforceCE/WeldingEquipment.pdf). 144 contact hours

VICTORIA
Sept. 16-Oct. 24   Term: 202015
Mon.-Thurs. • 8 a.m.-3 p.m.
VC Liberty Street Industrial Training Center

Sept. 24-Feb. 20   Term: 202015
Tues. & Thurs. • 6-10 p.m.
VC Liberty Street Industrial Training Center
*(Class will not be held Nov. 26-28 and Dec. 17-Jan 2.)

GONZALES
Sept. 24-Feb. 18  Term: 202015
Tues. & Thurs. • 6-10 p.m.
VC Gonzales Workforce Training Center Welding Lab
*(Class will not be held Nov. 26-28 and Dec. 17-31.)

Welding Level 2/3—$2,300
WLDG 2013 / WLDG 1041

Prerequisite: Successful completion of Welding Level 1.
This course is an intermediate study of welding and combines certifications for both Level 2 and 3. Prerequisite: Successful completion of Welding 1. Key content includes Welding Symbols, Reading Welding Detail Drawings, Physical Characteristics and Mechanical Properties of Metals, Preheating and Post-heating of Metals, GMAW & FCAW - Equipment and Filler Metals, GMAW & FCAW - Plate, GTAW - Equipment and Filler Metal, and GTAW – Plate, Plate, GMAW - Open-Root Pipe Welds, GMAW - Pipe, FCAW - Pipe, GTAW - Carbon Steel Pipe, GTAW - Low Alloy and Stainless Steel Pipe, and SMAW: Stainless Steel Groove Welds. Textbook included.

Students will be required to provide personal protective equipment (list can be found at www.VictoriaCollege.edu/docs/default-source/CollegeAdvancement/WorkforceCE/WeldingEquipment.pdf). 220 contact hours

VICTORIA
Aug. 12-Jan. 15  Term: 201945
Mon., Wed., & Fri. • 6-10 p.m.
VC Liberty Street Industrial Training Center
*(Class will not be held Sept. 2, Nov. 25-29, and Dec. 16-Jan. 3.)

Oct. 28-Jan. 28  Term: 202015
Mon.-Thurs. 1 8 a.m.-3 p.m.
VC Liberty Street Industrial Training Center
*(Class will not be held Nov. 25-28, Dec. 16-Jan.2, and Jan. 20.)

Revised 09/23/2019
Spanish for the Healthcare Provider—$150
FRNL 1001
With increasing numbers of Spanish-speaking patients entering the healthcare system every year, it's more crucial than ever for health professionals to learn medical Spanish. What's more, adding Spanish skills to your résumé can broaden your career horizons. This course skips the "touristy" topics and focuses on the survival Spanish medical personnel really need to know in a medical setting. All course materials included. Provided textbook: Workplace Spanish: Hospitals & Nurses. Facilitated by Vince Ortiz. 15 contact hours
GONZALES
Sept. 10-26 Term: 202015
Tues. & Thurs. • 6-8:30 p.m.
VC Gonzales Center, Room 105

ONLINE COURSES OFFERED

French—Beginning Conversational
FREN CE01
This course will teach you how to communicate easily and comfortably with those who speak French. You'll learn practical, common phrases that will make your trip to the many French-speaking regions of the world more pleasant.

Italian, Instant
ITAL CE01
This dynamic course will teach you how to express yourself comfortably in Italian. You'll learn practical, everyday words and phrases that will make your stay in Italy more enjoyable.

Japanese—Conversational
JAPA CE01
Whether you want to learn conversational Japanese for travel or just for fun, you'll find this course makes it easy and enjoyable for beginners to master the essentials of the Japanese language.

Sign Language—Discover
SIGN CE01
It's truly amazing that we can communicate just by using our hands! Add different facial expressions, and you have a conversation—the language of Deaf people. In this course, you'll discover how to use this graceful, expressive language to communicate with Deaf people.

Spanish in the Classroom
FRNL 1001
If you’re struggling to communicate with your Spanish-speaking students and their families, and you don’t know your cabeza from your codo (that's your head from your elbow), don’t worry—help is here!

Spanish for Law Enforcement
FRNL 1001
In this course, you'll focus specifically on Spanish for law enforcement personnel, skipping the “touristy” phrases you don't need to know. By the end of this course, you'll be well on your way to being a Spanish speaker and communicating more effectively with the Spanish speakers all around you.

Spanish for the Medical Professionals
FRNL 1001
With increasing numbers of Spanish-speaking patients entering the healthcare system every year, it's more crucial than ever for health professionals to learn medical Spanish. What's more, adding Spanish skills to your résumé can broaden your career horizons. This course skips the "touristy" topics and focuses on the survival Spanish medical personnel really need to know in a medical setting.

Spanish, Speed
SPAN CE01
Imagine yourself speaking, reading and writing Spanish. Now you can with Speed Spanish! This course is designed for anyone who wants to learn Spanish pronto. You'll learn six easy recipes for gluing Spanish words together to form sentences. In no time at all, you'll be able to go into any Spanish speaking situation and converse in Spanish. ¡Qué Bueno!

New classes begin monthly
June 12-Aug. 12 Oct. 16-Dec. 16
July 17-Sept. 16 Nov. 13-Jan. 13
Sept. 11-Nov. 11

To register or for more choices, visit www.Ed2Go.com/Victoria.

“I have tried other books and tapes to try to learn Spanish, but this course was the most helpful. Very simple and very informative. The recipes were simply brilliant.”

Speed Spanish Student

The schedule is subject to change. Classes may be added, canceled, or postponed. Visit VictoriaCollege.edu/WCE to view the current schedule.
VC’S TOP PICKS

ONLINE COURSES

New classes begin monthly

| June 12-Aug. 12 | Oct. 16-Dec. 16 |
| July 17-Sept. 16 | Nov. 13-Jan. 13 |
| Sept. 11-Nov. 11 |

To register or for more choices, visit www.Ed2Go.com/Victoria.

BUSINESS

A to Z Grant Writing
GRNT CE01
A to Z Grant Writing is an invigorating and informative course that will equip you with the skills and tools you need to enter the exciting field of grant writing!

Accounting Fundamentals
ACNT 1002
Whether you're a sole proprietor looking to manage your business finances or you simply want to gain an understanding of accounting basics for career advancement or for personal use, this course will give you a solid foundation in financial matters.

Project Management Fundamentals
POFT 1004
Improve your career prospects by learning how to manage projects effectively. You'll master the essentials of project management and gain valuable skills that will serve you well in any career.

COMPUTERS

Introduction to QuickBooks Online
ACNT 1010
Learn to manage the financial aspects of your small business quickly and efficiently using QuickBooks Online. This course will empower you to take control of the financial accounting for your business, all with the ease and convenience of an online platform.

Introduction to Microsoft Excel 2016
ITSW 1022
Learn Excel with this fun, step-by-step online course. Students will learn dozens of shortcuts and tricks for setting up formatted worksheets quickly and efficiently. By the time you're done, you'll be using Excel like a pro!

Introduction to SQL
ISQL CE01
Learn the key concepts of Structured Query Language (SQL) and gain a solid working knowledge of this powerful and universal database programming language.

PERSONAL ENRICHMENT

Secrets of Better Photography
PHOT CE01
Master your digital camera and learn the secrets behind outstanding photos. Whether you have a digital SLR, a point-and-shoot camera, or something in between, you'll learn how to use it the way you want to in this hands-on course.

Introduction to Interior Design
BMGT CE06
Learn how to transform plain living spaces into beautiful and functional rooms. As you master design skills step-by-step, you'll complete your first project: a fully developed room design complete with spatial layout, lighting, and finish selections.

Grammar Refresher
GRMR CE01
Revive your knowledge of English grammar and boost your communication skills. Whether you're a student or professional, a published or beginning writer, this course will help you navigate through the linguistic twists and turns in English grammar.

"Thank you for the well-organized, self-paced learning environment. I've taken many online courses, including my education masters, and this is the best class and learning experience. I'm trying to decide between Accounting Fundamentals II or QuickBooks. I'm leaving education and did accounting 30 years ago and am looking for future employment. Thanks again, Charlene."

Accounting Fundamentals Student
Kids in the Kitchen Camp - **Camp is Full**

**GRADES 3-6**
June 24-27 • 1-5 p.m.*
Emerging Technology Complex
Conference & Education Center, Room 306

**MONDAY**—Getting started in the kitchen! Learn about the different types of food preparation: Kitchen Gadgets & What They are Used For, Different Ways of Measuring Food, Different Ways to Cook Food, and get a taste of Hands-On Cooking!

**TUESDAY**—Learn about Manners, Table Etiquette, How to Set a Table, Reading Food Labels, ReThink Your Drink, and Cooking Challenge

**WEDNESDAY**—Learn about MyPlate My Way, Creating Healthy Snacks, Better Breakfasts, Fun Ways to Move, Taste Testing, and Food Challenge

**THURSDAY**—Learn about Food Safety, Helping in the Kitchen, Family Mealtime Fun, and Educating Others. Students will prepare and serve dinner at 5:30 p.m. (two family members only).

*For your convenience, students may be dropped off at 12:30 p.m. and picked up at 5:30 p.m.

**JUNIOR NATURALIST CAMPS**

**AGE 5-8 - **Camp is Full**
June 24-27 • 9-11 a.m.
Emerging Technology Complex • Conference & Education Center, Room 304

**MONDAY**—**ANIMAL ADAPTATION**—Explore animal groups by examining their pelts, skulls, tracks, and more. Discover how animals use adaptations like camouflage and living in family groups in order to survive.

**TUESDAY**—**ART IN NATURE/NATURE JOURNALING**—Observe how animals hide and behave in a natural setting. Use art and words to reflect on learning and make animal pop-up books. *(This class meets at the Victoria Educational Gardens)*

**WEDNESDAY**—**HERPETOLOGY: FUN WITH FROGS, TOADS, LIZARDS AND SNAKES**—Explore frogs and toads, lizards and snakes and learn why these animals are important in our environment. Join the frog chorus with our guest naturalist from central Texas.

**THURSDAY**—**FISHING AND WATER SAFETY**—Identify fish common in our region. Practice casting a fishing rod while discussing different types of fishing gear, bait and size and catch limits. Learn about boating safety including proper loading and boat capacity. Learn boating knots and the rules of swimming safety. Participate in a life jacket race and build a boat art activity. *(This class meets at Ethel Lee Tracy Park.)*

**AGE 9-12**
June 24-27 • 1-3 p.m.
Emerging Technology Complex • Conference & Education Center, Room 304

**MONDAY**—**ANIMAL ADAPTATION**—Explore animal groups by examining their pelts, skulls, tracks, and more. Discover how animals use adaptations like camouflage and living in family groups in order to survive.

**TUESDAY**—**ART IN NATURE/NATURE JOURNALING**—Learn the history of nature journaling. Sketching and paying attention to details. Sketch things found outdoors. Identify plants and subjects drawn. *(This class meets at the Victoria Educational Gardens)*

**WEDNESDAY**—**HERPETOLOGY: FUN WITH FROGS, TOADS, LIZARDS AND SNAKES**—Explore frogs and toads, lizards and snakes and learn why these animals are important in our environment. Join the frog chorus with our guest naturalist from central Texas.

**THURSDAY**—**FISHING AND WATER SAFETY**—Identify fish common in our region. Practice casting a fishing rod while discussing different types of fishing gear, bait and size and catch limits. Learn about boating safety including proper loading and boat capacity. Learn boating knots and the rules of swimming safety. Participate in a life jacket race and build a boat art activity. *(This class meets at Ethel Lee Tracy Park.)*

**COST**

**Kids in the Kitchen - This camp is full**
**Junior Naturalist - $60 per camp**
Students participating in Kids in the Kitchen receive a VC Apron!

**REGISTRATION**
VictoriaCollege.edu/KidsCollege
(361) 485-6830
Mary.Hardy@VictoriaCollege.edu

Early registration is encouraged. Limited space available.
Monday-Thursday  
July 15-18  
9 a.m.-Noon (3 hours each day)  

VC Gonzales Center  
424 E Sarah DeWitt Drive  
Gonzales Texas 78629  

Cost: $100  
(Includes all 4 days & snacks)  
Age: 8-12  

Early registration is encouraged.  
Limited space available  
(830) 672-6251  
Cindy.Finch@VictoriaCollege.edu
Ceramics—See course dates for cost.
ARTS CE03

Express yourself in a relaxed and creative atmosphere! Whether you are a beginner or an advanced student wanting to hone your skills, this course will cover it all. Beginners will learn basic wheel techniques, trimming, and glazing with a knowledgeable instructor. Advanced students may pursue independent projects with instructor guidance if requested. Some open studio time will be available. Students must be 18 years or older to attend. Students must furnish their own clay and tools. Clay will be available for purchase on the first class meeting and the Victoria College Bookstore carries a pottery tool kit. Students should bring towels, a small bucket for water, and an apron (if desired). Space is limited. Facilitated by Gerry Bernhard, Owner of Santa Rosa Pottery. 48 contact hours

VICTORIA
May 7-June 27 Term: 201935 $175
Tues. & Thurs. • 5:30-8:30 p.m.
VC Fine Arts Studio, Room 113

Sept. 3-Oct. 24 Term: 202015 $200
Tues. & Thurs. • 5:30-8:30 p.m.
VC Fine Arts Studio, Room 113

Creative Writing Workshop—$150
WRTG CE01

Get a taste of life and improve your writing skills in this introduction to creative writing. All course materials included. Facilitated by Rick Frazier. 15 contact hours

GONZALEZ
Sept. 9-25 Term: 202015
Mon. & Thurs. Wed. • 6-8:30 p.m.
VC Gonzales Center, Room 105

Painting with Ink—$130
ARTS CE01

This course introduces painting and drawing techniques associated with Calligraphy Ink-sometimes known as India Ink. The students will learn how to control this material through lessons in staining, edging, washes, and detailed drawing with calligraphy pens. Working in Black and white AND color techniques, the student will gain an understanding towards this fascinating medium. All course materials included. Facilitated by Claudia Quintero. 8 contact hours

VICTORIA
July 16-25 July 23-Aug 1 Canceled Term: 201945
Tues. & Thurs. • 6:30-8:30 p.m.
VC Emerging Technology Complex Conference & Education Center, Room 302

Relief Printmaking—$130
ARTS CE01

This course introduces the printmaking technique of linocut. Students will create a unique relief print by carving synthetic linoleum blocks with linocutting tools. We will explore pattern, positive and negative space, texture, and color as we complete a full edition of prints. Carving set, printing ink, and carving block included. Students will be responsible for purchasing their own paper. Facilitated by Claudia Quintero. 8 contact hours

VICTORIA
Nov. 5-14 Nov. 4-14 Term: 202015
Tues. & Thurs. Mon. & Thurs. • 6-8 p.m.
VC Emerging Technology Complex Conference & Education Center, Room 302

Try an online course!

We offer courses online in creative writing, photography, drawing, genealogy, and more!

Revised 09/23/2019
The Academy of Lifelong Learning (ALL) is a member-driven organization for active adults, offering classes and social activities for continued intellectual and personal growth.

Don’t miss this opportunity to participate in:

Events & Activities
• Day & Evening Trips
• Education & Personal Enrichment
• Games
• Hobbies & Leisure Learning

View a complete listing of events & activities at www.VictoriaCollege.edu/AcademyOfLifelongLearning.

ANNUAL MEMBERSHIP
Annual fee is $60 and renews each September.
Membership entitles you to participate in any of the ALL activities at no additional charge, with the exception to a few activities that have a supply or travel fee.

JOIN TODAY!
(361) 582-2426
Jennifer.Mann@VictoriaCollege.edu
VC Academy of Lifelong Learning
Emerging Technology Complex
Conference & Education Center
7403 Lone Tree Road
Victoria, TX 77905

Open House • August 22, 2019 • 1-3 p.m.
VC Emerging Technology Complex • Conference & Education Center • 7403 Lone Tree Road
View & sign-up for classes and visit with members & instructors
British Landscapes

10-day Guided Tour • March 12-21, 2020

London • York • Edinburgh Castle • Lake District • Castle Way • North Wales
Stratford-upon-Avon • Stonehenge • Cotswolds

INFORMATIONAL MEETING
Tuesday, Sept. 3, 2019
10 a.m.
VC Emerging Technology Complex
Conference & Education Center

Please RSVP to (361) 582-2426 or Jennifer.Mann@VictoriaCollege.edu.

To partake in these incredible trips, become a member of the VC Academy of Lifelong Learning (ALL) today!

See page 29
Thank you, Victoria College Foundation!
Your scholarship helped us begin our journey.

MILLWRIGHT SCHOLARSHIP RECIPIENT
“I would like to thank the donors for allowing me the opportunity to better myself. The scholarship I received has already helped me secure a job where I could eventually reach my career goals and I could not be more grateful.”
-Jesus Narvaez

TRUCK DRIVING SCHOLARSHIP RECIPIENT
“Victoria College is giving me an exciting chance to finally demonstrate that I can be successful and is allowing me to prove to my family and myself just how far hard work can take you.”
-Ashley Roberts

Victoria College Foundation provided scholarships for 276 continuing education students in 2017-2018 totaling $283,900.

POWER LINE WORKER SCHOLARSHIP RECIPIENT
“I would like to thank all who give so generously to help those who want to get a head start in trade.”
-Keith Fuller

PIPEFITTING SCHOLARSHIP RECIPIENT
“This scholarship will enable me to better my life and be the first one in my family to go to college. I would like to thank you so much for this opportunity.”
-Rene DeLaRosa
Texas Principles of Real Estate I

This course meets the 30-hour Principles of Real Estate I core course requirement. The course provides an overview of licensing as a real estate broker and salesperson, distinctions between personal and real property, titles to and conveyance of real estate, ethics of practice as a license holder, federal, state and local fair housing laws, legal descriptions, deeds, encumbrances and liens. 30 contact hours

Texas Principles of Real Estate II

This course meets the 30-hour Principles of Real Estate II core course requirement. This course covers real estate math, appraisal, finance and regulations, control of land use, licensing as a broker and salesperson (specializations), titles to and conveyance of real estate (leases and property management) deeds, encumbrances and liens, and closing procedures. 30 contact hours

Texas Law of Agency

This course fulfills the 30-hour Law of Agency requirement for real estate core education in Texas. This online course focuses on agreements with buyers and sellers, intermediaries, agency concepts, fiduciary duties, employment issues, and agency termination. 30 contact hours

Texas Law of Contracts

Learn the law behind contracts. This online real estate course meets all the standards for the 30-hour Law of Contracts core course requirement in Texas. The curriculum focuses on contract creation, contract law, contract forms and breaches and provisions. 30 contact hours

Texas Real Estate Finance

This course focuses on the set of concepts and techniques used to analyze and finance income-producing real property and will satisfy 30 hours of the additional core real estate course requirement necessary for licensure. Topics covered in this course: financing instruments and creative financing techniques; in-depth mortgage payment patterns and concepts, economic characteristics and standards, and financing of single and income-producing properties; sources and availability of mortgage money and credit and the impact of various factors on the mortgage market; and special government activities having an impact on real estate financing. 30 contact hours

Texas Promulgated Contracts

Get a core understanding of promulgated contract forms in Texas. This 30-hour course focuses on the broker-lawyer committee, commission rules, unauthorized practice of law, current promulgated forms, and case studies. Completion of this course satisfies the Texas core course requirement for Promulgated Contract Forms. 30 contact hours

Texas Virtual Study Program

The Texas Virtual Study Program is a way for students from Texas to get added local support they need from an instructor in a live webinar environment. It bridges the gap between live and online learning in order to best prepare students to succeed on the exam and in their real estate careers. Weekly sessions will cover topics specifically for the Texas real estate license exam. Please note: the Virtual Study Program is non-refundable.

ONCOURSE LEARNING

Victoria College partners with OnCourse Learning Real Estate to offer online Real Estate pre-license courses. OnCourse Learning Real Estate's pre-license courses are approved by the Texas Real Estate Commission – Provider Number (Pre) – 0570.

All courses are online and begin immediately upon registration. Students can register for classes using various package options or as individual classes. For information regarding the purchase, policies, exams, refunds, extensions, etc., contact OnCourse Learning Real Estate at (800) 532-7649 or visit https://partners.oncourselearning.com/real-estate/1902.

Texas Real Estate Commission (TREC) now requires exams to be taken in the presence of a qualified, eligible Proctor to qualify for a certificate of completion. Students are responsible for making their own arrangements for testing. For VC Testing Center services, please call (361) 582-2589. Additional fees may apply.

TREC requires that students with any criminal offenses, unpaid judgment, had discipline taken against a professional or occupational license, or have performed unlicensed activity, consider submitting a completed Moral Character Determination Form before applying for a license.

For details call (361) 582-2528 or visit www.VictoriaCollege.edu/RealEstate.
REAL ESTATE CONTINUING EDUCATION

Victoria College partners with OnCourse Learning Real Estate to bring you an online real estate school that offers you the convenience of studying at your own pace in any location with Internet connection to complete your Texas real estate continuing education requirements. Our Texas real estate continuing education online courses meet the requirements of the Texas Real Estate Commission (TREC).

Real Estate School Approval
Provider Number (CE) – 0164
All classes begin upon registration

For additional information call (361) 582-2528 or visit www.VictoriaCollege.edu/RealEstate.

TREC 2018-2019 Legal Update I–$26

Stay up-to-date on legal changes in Texas. This course discusses hot topics and modern changes from the court as well as updates to real estate forms and changes made by the legislature. This course covers recent legislative and regulatory changes. This course meets the requirement for 4 hours of mandatory continuing education in legal updates. (Course Approval 33197). Due to state mandated regulatory requirements, you must successfully complete the TREC 2018-2019 CE Legal Update Part I course(s) prior to the end of December 31, 2019 in order to receive credit towards your license renewal. 4 hours

TREC 2018-2019 Legal Update II–$26

Stay up-to-date on legal changes in Texas. This course discusses hot topics and modern changes from the court as well as updates to real estate forms and changes made by the legislature. This course covers recent legislative and regulatory changes. This course meets the requirement for 4 hours of mandatory continuing education in legal updates. (Course Approval 33198). Due to state mandated regulatory requirements, you must successfully complete the TREC 2018-2019 CE Legal Update Part I course(s) prior to the end of December 31, 2019 in order to receive credit towards your license renewal. 4 hours

Other available courses include:
(Courses below range from 3-6 hours and $19-$39)

- ADA and Fair Housing
- Basic Real Estate Finance
- Business Management in a Broker Office
- Check It Out: Home Inspection in Real Estate Practice
- Commercial Finance and Investment Analysis
- Commercial Leases
- Commercial Sales and Exchanges
- Concepts in Appraising Green Residential Buildings
- Concepts in Appraising Green Residential Buildings
- Federal Law and Commercial Real Estate
- Green Home Construction
- Green Home Features
- Methods of Residential Finance
- Pricing Property to Sell
- Principles of Commercial Real Estate
- Property Valuation: Sales Comparison Approach
- Property Valuation: Cost Approach Overview
- Property Valuation: Income Capitalization Overview
- Real Estate Self Defense: Protect You and Your Client
- Short Sales and Foreclosures
- Structuring Ownership in Commercial Real Estate
- Tax Advantages of Home Ownership
- Tax Free Exchanges
- Technology Trends in Real Estate

How do I get my real estate license?

1. PICK YOUR PACKAGE
   There are multiple options for packages for pre-license. Choose the level of package that best fits your needs. Keep in mind though that packages containing Exam Prep & MathMaster not only help you best prepare for your exam, they also come with the Quality Guarantee!*

2. CHECK YOUR INBOX
   After you complete checkout, you will receive an email with your course and your student login information.

3. START LEARNING
   You can access your courses anytime, anywhere, and on any device. All of your courses are mobile compatible. Study at your own pace—as fast as you want or as your schedule allows.

4. FINISH THE COURSE
   Great job! Now it’s time to take your course exam. Texas Real Estate Commission (TREC) now requires course final exams to be taken in the presence of a qualified, eligible Proctor to qualify for a certificate of completion. Students are responsible for making their own arrangements for testing. Additional fees may apply.

5. CELEBRATE
   You passed!

6. SUBMIT & SIT
   Submit your Sales Agent application and fee to the Texas Real Estate Commission (TREC) online or via mail. Course completion can be emailed to documents@trec.texas.gov or submitted with paper Sales Agent application. Get your fingerprints taken by the Texas Department of Public Safety (DPS) so a background check can be performed. Texas license exams are administered by PearsonVUE, a testing service company. You will be sent notice with instructions for scheduling the exam and obtaining a copy of the exam Candidate Handbook. TREC Fee Schedule can be found at: https://www.trec.texas.gov/agency-information/fee-schedule.

7. GET YOUR LICENSE
   You passed your state exam! Congratulations! You will be issued an inactive license. You need to be sponsored by an active Texas Licensed broker to work. You can complete a sponsorship request on the TREQ website. Once the broker has accepted your request, your active license will be issued, and you can work as a Sales Agent in the state of Texas!

* Quality Guarantee. In the instance that one of our students does not pass the state exam on the first try, OnCourse Learning Real Estate will reimburse that student for their second state exam fee. To be eligible for reimbursement, the student must take the state exam within 1 year of completing our course and must have also passed our course exam with a grade of at least 80%.
MOTORCYCLE SAFETY

Basic Motorcycle Safety–$250
MBRC CE01

The Motorcycle Basic RiderCourse is designed for both the beginner rider and the experienced rider to sharpen existing skills and learn new ones. Special emphasis is placed on mastering full control of the motorcycle. The course also covers advanced physical and mental skills needed to ride the motorcycle safely, and defensive street riding strategies. Upon successful completion of the course, students are issued a MSB-8 certificate which should satisfy The Texas Department of Public Safety’s written and driving exams for those 18 and over. Students less than 18 years of age will still need to take the TX DPS driving exam. Motorcycle and helmet provided. Prior to class, students are required to complete the MSF online eCourse. MSF eCourse fee is included in the class tuition. Classes fill quickly; early registration is encouraged. 16.5 contact hours.

COURSE DATES
May 25-26 Class is full.
June 8-9 June 7-9*
June 29-30 June 28-30*
July 13-14 Class is full.
July 20-21 Canceled
July 27-28

CLASS TIMES
This course takes a full weekend to complete.
Class meets Saturday, 7:30 a.m.-5 p.m. and Sunday 8 a.m.-5 p.m.
*Class meets Friday 6-9 p.m., Saturday, 8 a.m.-5 p.m. and Sunday 8 a.m.-5 p.m.

LOCATIONS
This course is held at the VC Emerging Technology Complex, Industrial Training Center, Room 221 which is adjacent to the motorcycle riding range.

For more information, please visit www.VictoriaCollege.edu/MotorcycleSafety.

Revised 09/23/2019

FINANCIAL AID & SCHOLARSHIP OPPORTUNITIES
For details, visit www.VictoriaCollege.edu/WCE

Classes fill quickly, register early!

TRANSPORTATION

TRUCK DRIVING

Truck Driving–$3,780 (Texas Specific)

The Commercial Truck Driving course prepares persons for entry-level employment in the industry. This course provides classroom instruction with emphasis on safety, rules, regulations, and techniques. Behind-the-wheel driving range activities, public street and highway driving are also included. Opportunities are available for students to meet with recruiters from the trucking industry. Students will take the Commercial Driver’s License written and driving examinations at the Department of Public Safety as a class activity. Students must pass DOT physical, drug, and alcohol assessment prior to registration. All materials included; up to $60.00 reimbursement provided for permits. 286 contact hours

This course is offered at the VC Emerging Technology Complex and VC Gonzales Center.

Truck Driving information sheet can be viewed at http://www.victoriacollege.edu/docs/default-source/CollegeAdvancement/workforcece/truckdrivinginformationsheetv1.pdf.

Call Mary Hardy at (361) 485-6830 for class dates.

ALEJANDRO SALDIERNA
VC Truck Driving Graduate
WCE Scholarship Recipient

“I was amazed that I could learn so much in a short period of time and now I get to become a truck driver. I am very thankful.”

NIKIA STRAIT
VC Truck Driving Graduate

“I liked the instructors; they’re really good. They push you to do a lot of hands on. It’s a lot of work, but you just have to pay attention and listen to the instructors.”

CHRIS HYDE
VC Motorcycle Safety Student

“This class is good even for an experienced rider. It’s fun, and the instructor is fun.”

MARTY JAQUETTE
VC Motorcycle Safety Student

“The instructor is great, very patient. He gets everybody to interact in the classroom, and during an exercise, he will go to each one of us to give instruction.”
WORKING TOGETHER
Workforce & Continuing Education programs are registered with, approved by, or affiliated with the following:

Air Conditioning and Refrigeration Institute (ARI)
American Heart Association (AHA)
The Center for Legal Studies (CLS)
Development Dimensions International, Inc (DDI)
Ed2Go
Environmental Protection Agency (EPA)
ESCO Institute
Health & Human Services (HHS)
Industrial Merit Shop Education Foundation (IMSEF)
National Center for Construction Education and Research (NCCER)
National Healthcareer Association (NHA)
Occupational Safety Health Administration (OSHA)
OnCourse Learning Real Estate
Texas Commission on Law Enforcement (TCOLE)
Texas Department of Licensing and Regulations (TDLR)
Texas Department of Public Safety (DPS)
Texas Department of State Health Services (DSHS)
Texas Real Estate Commission (TREC)

FAQS
Listed are common frequently asked questions.

What is your cancellation policy?
Victoria College reserves the right to cancel classes and change class times or instructors as needed without notice. In the event of inclement weather, class may be cancelled. Students will be notified via the phone number listed on their registration form.

What is the Refund Policy?
No refunds will be given after the course start date.

A 100% refund is given if a withdrawal request is received before the class begins, or if the class is cancelled by the College. No refund is issued after the class begins. Police Academy students will receive an 80% refund if the withdrawal is completed during the first five calendar days following the first class meeting.

Refund checks will be mailed and should be received within 4 weeks of cancellation.

What special accommodations are available?
Any participants with disabilities who need special accommodations should call to request those accommodations as soon as possible, but no later than one week prior to the beginning of class. For more information, please call (361) 572-6405.
Employee Training
Developing talent within.

We can train all levels of employees including front-line staff, middle management, and supervisors. From 1 person to groups of 35. Scheduling is at your convenience, including nights, weekends, or early mornings. Training can be conducted at your location or at various Victoria College facilities.

**Customized Training Areas**

- **COMPUTER**
  - Computers in the Workplace
  - Introduction to Computers
  - Microsoft Excel, Word, PowerPoint, Access, and Outlook
  - QuickBooks

- **HEALTH CAREERS**
  - Emergency Medical Services (ACLS, PALS, ITLS, EMR, and CPR)
  - Medical Professional Development

- **BUSINESS**
  - Accounting Basics
  - Customer Service
  - DDI® Training
  - Managing Multiple Priorities
  - Resolving Conflict

- **INDUSTRIAL**
  - Fire Extinguisher
  - Forklift
  - Lean Manufacturing
  - OSHA 10 & 30
  - Safety & Accident Prevention
  - Scaffold Training
  - Truck Driving
  - Visible Emissions
  - Welding

- **SOFTWARE SKILLS**
  - Communication/Interpersonal Skills
  - Interacting with Others
  - Leadership
  - Decision Making
  - Professionalism in the Workplace
  - Responsibility

FOR MORE INFORMATION OR TO SCHEDULE TRAINING

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Rachel.Nessel@VictoriaCollege.edu
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