



Spring 2025 ACADEMIC COURSE SCHEDULE
January 13, 2025 – May 13, 2025

Course	Credits	Course Title	Days	Time
ACC-125-A001	3	Accounting II	MW	5:00 PM - 6:20 PM
ANT-110-A001	3	Anthropology	T	6:30 PM - 9:20 PM
BIO-105-A001	3	Environmental Biology*	TR	10:00 AM - 11:20 AM
BIO-105-B001	3	Environmental Biology	R	5:00 PM - 6:20 PM
BIO-105-R001	3	Environmental Biology	M	8:00 PM - 9:20PM
BIO-110-A001	3	Human Biology	T	5:00 PM - 6:20 PM
BIO-111-A001	1	Human Biology Lab	M	6:30 PM - 8:30 PM
BIS-155-A001	3	Introduction to Business Information Systems	M	6:30 PM - 9:20 PM
BIS-235-A001	3	Web Analytics	R	6:30 PM - 9:20 PM
BUS-105-A001	3	Business Foundations*	TR	2:00 PM - 3:20 PM
BUS-230-A001	3	Principles of Management	T	6:30 PM - 9:20 PM
BUS-240-A001	3	Business Law	R	6:30 PM - 9:20 PM
BUS-260-A001	3	Digital Marketing	W	6:30 PM - 9:20 PM
CIS-150-A001	3	Business Technology	TR	3:30 PM - 4:50 PM
CRJ-230-A001	3	Police Function	TR	5:00 PM - 6:20 PM
CRJ-240-A001	3	Criminal Justice Ethics	MW	5:00 PM - 6:20 PM
CRJ-260-A001	3	Criminal Law	W	6:30 PM - 9:20 PM
CRJ-270-R001	3	Juvenile Justice	T	6:30 PM - 9:20 PM
ECE-150-A001	3	Creative and Expressive Arts	W	6:30 PM - 9:20 PM
ECN-225-A001	3	Macroeconomics	TR	5:00 PM - 6:20 PM
ECS-245-R001	3	Meeting Learning Needs of Children with Exceptionalities	M	5:00 PM - 6:20PM
EDU-225-A001	3	Observation and Assessment	M	6:30 PM - 9:20PM
EDU-285-A001	3	English Language Learners Foundations	T	6:30 PM - 9:20 PM
EDU-285-R001	3	English Language Learners Foundations	MW	6:30 PM - 7:50 PM
ENG-095-A001	3	Integrated Reading, Writing, and Success Strategies	TR	5:00 PM - 6:20 PM
ENG-110-A001	3	Writing I	TR	3:30 PM - 4:50 PM
ENG-110-B001	3	Writing I	M	6:30 PM - 9:20 PM
ENG-115-A001	3	Writing II*	MW	8:30 AM - 9:50 AM
ENG-115-B001	3	Writing II	MW	5:00 PM - 6:20 PM
ENG-220-A001	3	Introduction to Literature	R	6:30 PM - 9:20 PM
ENG-220-R001	3	Introduction to Literature	MW	3:30 PM - 4:50 PM
FIN-110-A001	3	Music Appreciation	W	6:30 PM - 9:20 PM
FIN-115-A001	3	Art Appreciation*	MW	10:00 AM - 11:20 AM
HUM-110-R001	3	Introduction to Human Services	R	6:30 PM - 9:20 PM
MTH-090-A001	2	Math and College Reasoning Strategies	W	6:30 PM - 8:30 PM
MTH-120-A001	3	Foundations of Math*	MW	2:00 PM - 3:20 PM
MTH-120-B001	3	Foundations of Math	TR	5:00 PM - 6:20 PM
MTH-225-A001	3	Applied Statistics	TR	3:30 PM - 4:50 PM
PHL-210-A001	3	Ethics	TR	5:00 PM - 6:20 PM
POL-210-A001	3	US Government and Politics*	TR	8:30 AM - 9:50 AM
PSY-110-A001	3	Introduction to Psychology*	TR	12:30 PM - 1:50 PM
PSY-110-B001	3	Introduction to Psychology	TR	3:30 PM - 4:50 PM
PSY-110-C001	3	Introduction to Psychology	R	6:30 PM - 9:20 PM
PSY-210-A001	3	Human Development	R	6:30 PM - 9:20 PM
REL-210-A001	3	World Religions	W	6:30 PM - 9:20 PM
SOC-110-R001	3	Introduction to Sociology	MW	3:30 PM - 4:50 PM
SPC-205-A001	3	Interpersonal Communication	T	6:30 PM - 9:20 PM
SPC-210-A001	3	Public Speaking*	MW	12:30 PM - 1:50 PM
SWK-205-A001	3	Human Behavior and Social Environment I	T	6:30 PM - 9:20 PM

All courses have a remote option.

Days: M – Monday | T – Tuesday | W – Wednesday | R – Thursday | F – Friday

*Location availability dependent on student type for courses offered prior to 3:30 PM.

For questions contact your assigned Advisor or email studentlife@rcnpa.org. Courses listed within this schedule may require prerequisite and/or corequisite courses as listed in the NPRC College Catalog found online by visiting regional.collegepa.org/college-catalog/. Please visit our website for the most current information. studentlife@rcnpa.org | 814-230-9010 | regional.collegepa.org/class-schedule



PHLEBOTOMY

About the Course

The course will cover necessary skills to be a phlebotomist: blood collection, specimen processing and storage, professionalism in a clinical setting, communication skills, clerical and courier as well as reception and other duties.

Workforce@mail.sunycc.edu | sunycc.edu/workforce/phlebotomy | 716.338.1005

Details

January 27 - April 28, 2025
Mondays & Thursdays

6 p.m. - 9 p.m.

Warren Forest Hi-Ed Council
589 Hospital Drive
Warren, PA 16365

\$949

JCC Non-discrimination Notice - Jamestown Community College does not discriminate and will make all decisions regarding admission and the entire educational process of its students, and recruitment, hiring, promotion, and other terms and conditions of employment without discrimination on the basis of sex, gender (including sexual harassment, gender harassment, and harassment due to pregnancy, childbirth, breastfeeding, and related conditions), gender identity, gender expression, gender non-conformity, sexual orientation, marital or domestic partner status, race, creed, color, national origin, ancestry, religion, physical or mental disability, medical condition, genetic information of an individual or family member of the individual, requesting an accommodation, veteran or military status, family care status, requesting or taking pregnancy, parental or disability leave, age, or any other characteristic protected by federal, state or local law, or regulation. All such discrimination and harassment is unlawful and will not be tolerated by JCC. If any faculty, staff, employee, or any job applicant believes they have been subject to discrimination or harassment during any phase of the recruitment process or in the workplace, they may file a complaint under JCC's Human Right and Affirmative Action Policy. For these purposes, any incident should be reported to one of JCC's Civil Rights Compliance Coordinators. The name(s) and title(s) of the designated Civil Rights Compliance Coordinator(s)/Officer(s) and their complete contact information are available at sunycc.edu/nondiscrimination.

BREAKFAST WITH OUR REPS!



Featured Guest speakers, State Senator Scott Hutchinson and Representative Kathy Rapp, will be on hand for a breakfast at the Conewango Club to update Warren County on what is happening in Harrisburg and the Commonwealth of Pennsylvania. Following their presentation, they will be accepting questions from the audience.



Date: Friday, March 21th
Time: 8:00 am

Place: Conewango Club
Cost: \$20 per person
Register online at www.Hi-Ed.org
or call (814) 723-3222

PRESENTED BY
WARREN FOREST HIGHER EDUCATION COUNCIL

...because Warren matters!



Now accepting applications and scheduling
FREE entrance exams
for our August 2025 Class!

Program Benefits

- ◆ No pre-nursing classes required!
- ◆ Reasonable tuition with financial aid available for qualified applicants
- ◆ Licensed Practical Nurses can work in a variety of healthcare settings
- ◆ Great job placement
- ◆ Excellent starting wages

Start your new career today!

Become a Practical Nurse in
1 YEAR at
Venango Technology Center!

How to Apply...

- ◆ Call (814) 406-0075 or email: acann@vtc1.org
- ◆ for more information <http://www.vtc1.org/domain/35>
- ◆ Complete an application
- ◆ Join us for an entrance test
- ◆ Submit an official HS transcript or GED
- ◆ Submit the required clearances

Classes are located at:
Warren Forest Higher Education Council
589 Hospital Drive Suite F
Warren, PA



Clinical experience is provided at many local health care agencies. For gainful employment information visit us @ <http://www.vtc1.org/domain/35>



UPCOMING CLASSES

- **Stop the Bleed: Learn three quick actions to save a life by stopping bleeding, the leading cause of preventable death after injury.**
February 24th 10:00 am—11:00 am
- **Diabetic Insulin Training : Learn simple techniques to help you manage your diabetes as well as how to properly use your medication as prescribed.**
February 24th 11:00 am—12:00 pm

Classes will be held at Warren General Hospital
Register online at www.Hi-Ed.org—Registration Required



FREE FAFSA COMPLETION SESSION
January 14th,
6:00 pm—7:30 pm
Registration Required—online at www.Hi-Ed.org
See box add for more details
LOCATION: Hi-Ed Computer Lab



Register online at www.Hi-Ed.org
Classes at Hi-Ed

- W; Jan 8; 10:30 am—11:30 am —Stress Management
- W; Feb 12; 10:30 am—11:30 am—PA CareerLink® Overview
- W; Mar 12; 10:30 am—11:30 am—Resilience in Job Seeking
- W; Apr 9; 10:30 am—11:30 am—Basic Computer
- W; May 14; 10:30 am—11:30 am—Stress Management
- W; Jun 11; 10:30 am—11:30 am—Resume Do's & Don'ts

COURSES STARTING SOON
Learn Online,
Wherever You Are

Staying at home is the perfect time to learn a new skill.

View Courses online at www.ed2go.com/hied



Winter/Spring 2025

Job Skills

Welding—T/Th; January 28-March 27; 4:30-8:00 pm; with Nate McNett/Mark Snarburg; 54 hrs; \$559—Gain a fundamental understanding of Mig, Tig, and Arc Welding techniques.

CPR / AED / Standard First Aid—Wednesday, February 12; 8:30 am—12:00 pm; Instructor Dani Mumford; 3.5-4 hrs; \$40 Be ready for an emergency, GET CERTIFIED!

Serve Safe Certification—T; Feb. 25 & March 4: provided by Penn State Cooperative Extension—See box ad for details.

NWIRC—LEAN—Th; March 13, 9:00 am—3:00 pm

NWIRC Essentials—Leadership—T; April 8, 9:00 am—3:00 pm See box ad for details

PA Auto Inspection

Monday, March 31, Tuesday, April 1, and Thursday April 3; 4:30—8:30 pm.

Tool course—Monday, April 7 and Tuesday, April 8, 4:30—7:30 pm; Cost: \$255 Category 1, (passenger cars and light trucks) - Earn your inspection certification!

RAMP Owner/Manager Training—Th; April 10; 8:45 am—2:00 pm; Owner/Manager Training focuses on those most responsible for determining daily operations and policies of the licensed establishment – the owner and manager. Training topics will include creation of house policies and procedures for staff and the public, as well as aspects of the Server/Seller training. This training is provided by the PA Liquor Control Board.

QuickBooks I—W; May 14; 8:30 am—4:00 pm; \$119

with Jim Embrey— This course is for beginning QB users - covers how to restore and open files, change preferences, view and adjust reports, and how to back up a QB file. Learn mastery of the BIG 4 areas; writing checks, making deposits, performing monthly bank reconciliations and making adjusting journal entries. Work on customer invoices and receipts, and how to set up vendor bills and payments.

QuickBooks II—W; May 28; 8:30 am—4:00 pm; \$119;

with Jim Embrey—Learn cash versus accrual basis accounting. This leads us into recognizing accounts receivable and accounts payables. Become proficient at creating invoices, receiving payments, entering and paying bills. Introduction to sales tax, and how to enter payroll for employees.

Excel I—T/Th; May 20 & 22; 3:00—6:00 pm; w/ Diane Howard; \$79

Excel II—T/Th; May 27 & 29; 3:00—6:00 pm; with Diane Howard; \$79

Word—T/Th; June 3 & 5 3:00—6:00 pm; with Diane Howard; \$79

PERSONAL ENRICHMENT

SAT Prep—Saturdays; March 8—April 12; 9:00 am—12:15 pm; with Jen Watt and Melissa Page; \$89—The SAT Prep Class is designed to prepare students to take the SAT by equipping them with skills and test-taking strategies to improve their score. The course will cover content and strategies for Reading, Writing, Math, and the optional essay. Upon completion of the course, students should have an understanding of the SAT exam structure, general and section-specific test-taking strategies, and the ability to identify and handle difficult or tricky questions.

Seafood Lovers! With Chef Bruce Faulkner—W; March 19; 5:00—8:00 pm; \$59; Location: Warren County Career Center Are you a seafood lover, but hesitant to make it at home? Chef Bruce will inspire you with his favorite seafood recipes. Feel confident to try your own favorite seafood recipes with our great cooking class tips!

iPHONE/iPAD—T; April 8; 4:00—6:00 pm; with Ginny Barrett; \$29—Lean to use iPHONE/iPAD features! Bring your device and learn right on it! When you sign up, please let us know what you are hoping to learn.

Social Security—T; April 22 OR 24; 6:30—8:00 pm; with Greg and Jill Korn K Financial Certified Planner; Two Sessions-Pick one date—Learn the latest strategies to coordinate Social Security Benefits, minimize taxation, and maximize Social Security income.

Cinco De Mayo—Mexican Cuisine!W—W; April 30; 5:00—8:00 pm; with Chef Bruce Faulkner; \$59; Location: Warren County Career Center—Come get ready for Cinco De Mayo with Chef Bruce Faulkner. You will embark on a culinary journey which will immerse you in the vibrant flavors of authentic Mexican Cuisine!

www.Hi-Ed.org

SUGAR GROVE CLASSES

iPHONE/iPAD—T; March 18; 4:00—6:00 pm; with Ginny Barrett; \$29; Lean to use iPHONE/iPAD features! Bring your device and learn right on it! When you sign up, please let us know what you are hoping to learn.

CPR / AED / Standard First Aid—T; March 18; 4:00 pm—7:30 pm; with Dani Mumford; 3.5 hr class; \$40—Be ready for an emergency, GET CERTIFIED!

CANVA—T; April 1; 4:00-6:00 pm; with Angie Bigelow; \$29; Don't have experience in graphic design and need to create a flyer or social media ad in a jiffy? No problem CANVA will assist you into the creation of something awesome in the matter of minutes. CANVA is a graphic design platform that allows users to create social media graphics, presentations, posters, documents and other visual content. CANVA also integrates millions of images, fonts, templates and illustrations to your professional graphic masterpiece and best of all CANVA is FREE!

TIONESTA / TIDIOUTE CLASSES

iPHONE/iPAD—T; April 15; 4:00—6:00 pm; with Ginny Barrett; \$29

Location:Tidioute Charter School

Digital Photography with Karen Hetzel of Moments in Time—T; April 29; 12:00 pm—4:00 pm; \$79; Location: The Annex—This

photography class teaches the basics of using DSLR cameras, covering setup, composition, and digital file management. Open to all camera types, including phone and point-and-shoot cameras, it focuses on creating visually appealing photos through composition techniques.

Marketing Made SIMPLE Friday, March 7th 8:30 am - 11:45 am JOIN US! The artist CANVA with Angie Bigelow Unlock your creativity and master the basics of Canva in this one-hour crash course! Perfect for beginners or anyone looking to enhance their design skills, this interactive class will teach you how to create eye-catching graphics for social media, marketing materials, presentations, and more. Creative ideas with Savannah Casey and Caroline Johnson, WCCBI Discover how Savannah at the WCCBI supports your marketing efforts across various networks, including radio, newspapers, print materials, TV, and more. Plus, learn about our impactful presence on Facebook. And don't miss Caroline's expertise as she dives into everything TikTok, serving as your go-to guru for this dynamic platform! Marketing that works with Donnie Rosie There's no magic solution in marketing—success typically comes down to solid strategy and consistent action. Mastering the basics is key to achieving results. Avoid wasting time on unproven ideas without first understanding the core principles of marketing. Once you have a strong foundation, you can create a plan tailored to your business that truly works.

HI-ED College & University Center

Warren Forest Higher Education Council 589 Hospital Drive STE F Warren, PA 16365

Winter Spring Schedule 2025

Non-Profit Organization US Postage PAID Warren, PA Permit No. 44



Pharmacy Technician

Mondays / Wednesday; March 24th – May 12th 2025 5:30pm – 9:00pm Student Tuition: \$1,499 (Textbooks included) Course Contact Hours: 50 hours

PHARMACY TECHNICIAN

Pharmacy Technician Program with Clinical Externship – 50 hours

This comprehensive 50 hour program will prepare students to work as a pharmacy technician in a retail or other pharmacy setting and to take the Pharmacy Technician Certification Board's PTCB exam. Course content includes: pharmacy medical terminology, the history of pharmacy, the pharmacy practice in multiple environments, pharmacy calculations and measurements, reading and interpreting prescriptions and defining drugs by generic and brand names. Through classroom lecture and hands on labs, students will review dosage calculations, drug classifications, the "top 200 drugs", I.V. flow rates, sterile compounding, dose conversions, aseptic technique, the handling of sterile products, total parenteral nutrition (TPN), dispensing of prescriptions, inventory control and billing and reimbursement.

Education & Certification

- ♦ Students should have or be pursuing a high school diploma or GED.
♦ The Pharmacy Technician Certification Board's (PTCB) is the national certification exam.
♦ Numerous states now require PTCB certification to work as a pharmacy technician.

National Certification: This program meets the necessary requirements to take the Pharmacy Technician Certified Board (PTCB) – Certified Pharmacy Technician (PTCB) exam.

The Pharmacy Technician Program

This program will prepare students to enter the pharmacy field and to pursue certification including the Pharmacy Technician Certification Board's PTCB exam. This course covers the following key areas and topics:

- ♦ Pharmacy calculations
♦ Medical terminology specific to the pharmacy
♦ Skills to read and interpret prescriptions
♦ Review of the top 200 drugs
♦ Skills to identify drugs by generic and brand names
♦ Dosage calculations, I.V. flow rates, drug compounding, and dose conversions
♦ Dispensing of prescriptions, inventory control, and billing and reimbursement



ServSafe Food Safety Program 2-Days

Tuesdays, Feb 25 & Mar 4; 9:00 am—4:00 pm Cost: \$165 Location: Hi-Ed Council Register online at: https://extension.psu.edu/servsafe

The ServSafe® Food Safety Manager Course, is for individuals preparing for the food protection certification exam. Completing the ServSafe® Manager Course and passing the ServSafe® Food Protection Manager Certification Examination with a 70% or higher meets this requirement.



Training meets the Pennsylvania Department of Agriculture requirements for the Food Employee Certification Act.

The requirements for a Certified Food Protection Manager under the Pennsylvania Department of Agriculture Food Employee Certification Act will be changing. Until the changes are implemented, the current requirement remains in effect. To receive and maintain certification, individuals are required to pass a certification exam every five (5) years.

2 EVENTS FREE SESSIONS! NAVIGATING LOCAL SCHOLARSHIPS: LEARN APPLICATION AND ESSAY TIPS FEBRUARY 1, 2025 9:00 AM - 12:00 PM Join us for a valuable session! Mark King from the Community Foundation of Warren County will discuss available scholarships and what the foundation seeks in applications. Ben Blood from NPRC will share practical tips for writing standout scholarship essays. Application Essays: Stand out from other applicants, Tell Your Unique Story, Demonstrate writing skills, Make a personal connection, Illustrate passion and ambition, Leave a memorable Impression. Scholarship Benefits: Access Free Money, Ease Family Financial Pressure, Reduce Loans. FAFSA Completion Workshop Alert January 14th, 2025 6:00 pm - 7:30 pm Step-by-step FAFSA Completion Workshop to guide you through completing the FAFSA Form online. By the end of the session, you'll have your FAFSA fully submitted! FREE Session - Registration Required REGISTER FOR BOTH SESSIONS ONLINE AT WWW.HI-ED.ORG OR EMAIL ABIGELOW@HI-ED.ORG FOR MORE INFORMATION Call (814) 723-3222 for more information

FIRST AID AED & CPR TRAINING Hi-Ed is a First Aid & CPR training facility for the Emergency Care & Safety Institute. Our certified instructors come to your location, (or we can do it at Hi-Ed), supply all the equipment, and provide hands on training to your group at a date and time that is convenient for you. Perfect for groups like these, and more! schools & colleges factories & businesses government & municipalities public safety agencies hospitals & care facilities clubs & organizations HI-ED College & University Center To Schedule a Group Training Contact: Donna Smith Phone: 814-723-3222 Email: DSmith@Hi-Ed.org Website: www.Hi-Ed.org

nw IRC Driving Impact for Manufacturers Training at HI-ED College & University Center Lean Basic Training March 6, 2025 | 9:00am-2:00pm Building a culture of continuous improvement requires all employees, both production and administrative, to have a basic understanding of lean principles and how to apply. \$399 (Early bird discount 2 weeks prior) Classes held in Warren at Hi-Ed Essential Skills for Supervisors April 10, 2025 | 9:00am-3:00pm Enhance essential skills of your team leads, managers, and supervisors for them to excel as effective leaders. \$299 (Early bird discount 2 weeks prior) Register at: nwirc.org/events