

WAKE TECH

WORKFORCE

COURSE DIGEST



Equipping Wake County's workforce with essential education and specialized skills.



8
locations

Beltline Education Center
Eastern Wake Campus
Perry Health Sciences Campus
Public Safety Education Campus
RTP Campus
Scott Northern Wake Campus
Southern Wake Campus
Western Wake Campus



- | | | |
|--|---|--|
| 1 Southern Wake Campus
9101 Fayetteville Road, Raleigh 27603 | 4 Public Safety Education Campus
321 Chapanoke Road, Raleigh 27603 | 7 Beltline Education Center
3200 Bush Street, Raleigh 27609 |
| 2 Scott Northern Wake Campus
6600 Louisburg Road, Raleigh 27616 | 5 RTP Campus
10908 Chapel Hill Road, Morrisville 27560 | 8 Eastern Wake Campus
5401 Rolesville Road, Wendell 27591 |
| 3 Perry Health Sciences Campus
2901 Holston Lane, Raleigh 27610 | 6 Western Wake Campus
3434 Kildaire Farm Road, Cary 27518 | |

Community Learning Sites

Wake Tech offers courses at a variety of sites throughout Wake County. For an up-to-date list please go to waketech.edu and click on the LOCATIONS link at the top of the page.

Online Programs

Wake Tech offers a variety of degree and non-degree courses online. Ranked as one of America's Top Online Colleges by Newsweek. Visit online.waketech.edu.



919.866.5800

Learn more at
workforce.waketech.edu



Welcome to Workforce Development

Today's employers demand workers who are skilled, qualified, and ready to go. That's why we offer accelerated programs, industry-recognized credentialing, and expert training in high demand career fields. Our programs can lead to significant career advancement — in a time when workplace-relevant skills and top-notch credentials are more important than ever!

Whether you want to complete your high school credential, prepare for a new career, or start a business of your own, Wake Tech's Workforce Development division can get you there!

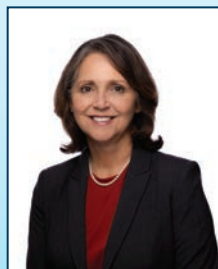
Maybe it's time to pursue your passion. Try something you've always wanted to do. Workforce Development can bring you a kind of personal fulfillment that truly changes your life.

Wherever you are on your educational journey, we'll meet you there and help ensure your success — with a culture of care that includes career guidance, tutoring, financial assistance, and help with essentials like food, transportation, and more.

Browse the pages ahead and see what interests you most. With multiple locations throughout Wake County and an array of day, evening, and online classes, you can customize your educational experience.

Questions? Let us know how we can help!

Sincerely,



Monica Gemperlein
AVP, Workforce Development

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



Degree (Credit) vs. Non-Degree (Non-Credit)

Workforce Training courses are considered "non-credit." When you take a Workforce Training course, you won't earn college credit towards a degree (except in some unique cases) — but, you can earn industry-recognized certifications and Continuing Education Units (CEUs).

DEGREE PROGRAMS	NON-DEGREE PROGRAMS
Require high school transcript	Don't require high school transcript
Longer term	Shorter term
Training leads to an associate degree	Industry-issued or industry-recognized credential or earning CEUs
Option to transfer to university	Some courses may be eligible for college credit
Operate on semester calendar	Option to start at different times of the year

Workforce Development (non-degree) vs. Curriculum (degree) programs.
What's the difference?
Scan the QR code to learn more.



WORKFORCE TRAINING

FAST AND FOCUSED.

Wake Tech's Workforce Training courses open doors to new opportunities. Gain skills and confidence to take the next step in your career. Earn industry-recognized credentials, certifications, and licenses to help you land your next job.

OPPORTUNITY AWAITS!

Explore our programs by career field in the pages ahead and take the next step toward achieving your professional goals.

Learn more at
workforcetraining.waketech.edu



EARN INDUSTRY-RECOGNIZED CREDENTIALS —

1

month or less

Some classes are one day

Business

- Certified Pool Operator
- Lean Six Sigma, Green and Yellow
- Notary Public

Construction and Maintenance

- Building Standard Inspection
- Electrical Standard Inspection
- Mechanical Standard Inspection
- OSHA 10-hour Construction Safety
- Plumbing Standard Inspection

Education

- Substitute Effective Teacher Training

Engineering

- Commercial Drone Pilot

Health Care and Wellness

- Coronal Polishing for the DAI and DAI
- CPR Instructor (American Heart Association)
- Intraoral Dental Radiography
- Nurse Aide I Refresher
- Orthodontic Chairside Dental Assisting Skills
- Pediatric Advanced Life Support (PALS)

Hospitality and Personal Services

- ServSafe® Certification
- Training for Intervention Procedures (TIPS)

Transportation

- Auto Dealer's Pre-Licensing
- Escort Vehicle Driver Certification
- Forklift Training
- NC OBD Vehicle Emissions Inspection
- NC Vehicle Safety Inspection

3

months or less

Advanced Manufacturing

- Collaborative Robotics Level I
- Industrial Automation Technician
- Introduction to PLCS and PLC Troubleshooting
- PLC Technician

Business

- aPHR Certification Exam Prep
- Intuit Quickbooks®
- Project Management PMP Exam Prep

Construction and Maintenance

- Carpentry
- Electrical Wiring
- EPA Refrigerant Recovery/Recycling Certification
- Welding

Education

- Autism Technician/Registered Behavior Technician Training

Engineering

- Radio Broadcast Technician

Health Care and Wellness

- Certified Professional Coder (CPC) Exam Prep
- Community Health Worker
- EKG Technician
- Group Fitness Trainer Certification
- Personal Trainer Certification
- Phlebotomy

Hospitality and Personal Services

- Basic Culinary & Restaurant Certification
- Beginners Baking & Pastry Arts
- Hotel Front Office & Guest Services
- Hospitality (Hotel and Restaurant Certifications)
- Introduction to the World of Culinary & Baking (Bilingual)
- Special Events Planning and Production

Transportation

- Automotive Maintenance & Light Repair
- Hybrid/Electric Vehicle Diagnostic & Repair

How long will it take me?

6 months or less

Advanced Manufacturing

- Collaborative Robotics Technician – Level 2
- Collaborative Robotics Programmer

Biotechnology

- BioWork Bioprocess Technician

Business

- Certified Bookkeeper (AIPB)
- Real Estate Provisional Broker
- Project Management CAPM Cert. Exam Prep

Construction and Maintenance

- Apartment Maintenance Technician
- Heat Pumps
- HVAC Technician
- Revit

Engineering

- Auto Cad
- Civil 3D
- SolidWorks

Health Care and Wellness

- Activity Coordinator for Long-Term Care
- Central Sterile Processing
- Certified Medical Administrative Assistant
- Certified Electronic Health Record Specialist
- Clinical Research
- Dental Billing & Coding
- Medical Scribe
- Mental Health Technician
- Nurse Aide I
- Nurse Aide II
- Pharmacy Technology

Hospitality and Personal Services

- Natural Hair Care Specialist

Information and Digital Technology

- AWS Certified Cloud Practitioner
- AWS Certified Solutions Architect
- CompTIA IT Fundamentals+
- CompTIA A+
- CompTIA Network+
- CompTIA Security+
- CompTIA CySA+
- CompTIA PenTest+
- CompTIA Project+
- CompTIA Data+
- ITS Artificial Intelligence
- ITS Cloud Computing
- ITS Cybersecurity
- ITS Data Analytics
- ITS Databases
- ITS HTML and CSS
- ITS JavaScript
- ITS Python
- LPI Linux Essentials

Public Safety

- Basic Law Enforcement Training (BLET)
- Emergency Medical Technician – Basic (EMT)

12 months or less

Advanced Manufacturing

- Foundations of Automation and Mechatronics

Business

- Paralegal

Health Care and Wellness

- Certified Billing Specialist
- Certified Coding Specialist
- ESL Nurse Aide
- Massage Therapy

Hospitality and Personal Services

- Craft Beer Brewing
- Esthetics

Information and Digital Technology

- AWS Solutions Architect
- AWS Cloud Practitioner
- Cisco Certified Network Associate (CCNA)
- Cisco Certified Network Professional (CCNP)
- Cisco Certified Support Technician (CCST Networking)
- Cisco Certified Support Technician (CCST IT Service and Support)
- CompTIA Tech+
- CompTIA A+
- CompTIA Network+
- CompTIA Security+

Public Safety

- Wake County Fire Academy

18 months or less

Hospitality and Personal Services

- Barbering
- Cosmetology

Take your certification exam at Wake Tech!
Go to page 41 to learn more.



Opportunities in Advanced Manufacturing are booming in the Triangle. From pharmaceuticals to electric vehicles and high-tech devices, you can join the skilled workforce that attracts industries and propels them forward. Learn in-demand skills in a matter of months!

Certified Manufacturing Associate (CMfgA)

This program leads to an industry-recognized credential from SME.

Intro to 3D Printing/Additive Manufacturing

A hands-on introduction to 3D printing (additive manufacturing) focusing on the operation of a Fused Deposition Modeling (FDM) system.

Light Automation Technician

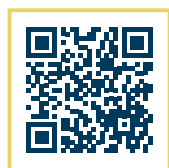
Targeted training consisting of five micro-credential classes: Mechatronics Technician, Mechanical Technician, Electrical Technician, Entry-Level Automation Technician and Programmer. When completed, you'll be prepared for the SACA Certified Industry 4.0 Associate certification exam.

Industrial Automation

This program leads to eight industry-recognized micro-credentials from SACA and includes these classes: Fundamentals of Electric Circuits & Motor Control, Introduction to Pneumatics & Pneumatic Troubleshooting, Mechanical Drive Systems and Introduction to PLCs and PLC Troubleshooting.

PLC Technician

This program focuses specifically on the content and certifications needed to operate PLCs effectively in an advanced manufacturing environment. It includes these classes: PLCs and PLC Troubleshooting, Programming & Networking and Robotics Technician Level 1. Each course will include SACA certification exams.



Learn more at
advancedmanufacturing.waketech.edu

Foundations of Automation

A shorter-term alternative to our Mechatronics Technician program. It includes four classes: Electric Circuits & Motor Control, Pneumatics & Pneumatics Troubleshooting, PLCs and PLC Troubleshooting and Robotics Technician Level 1.

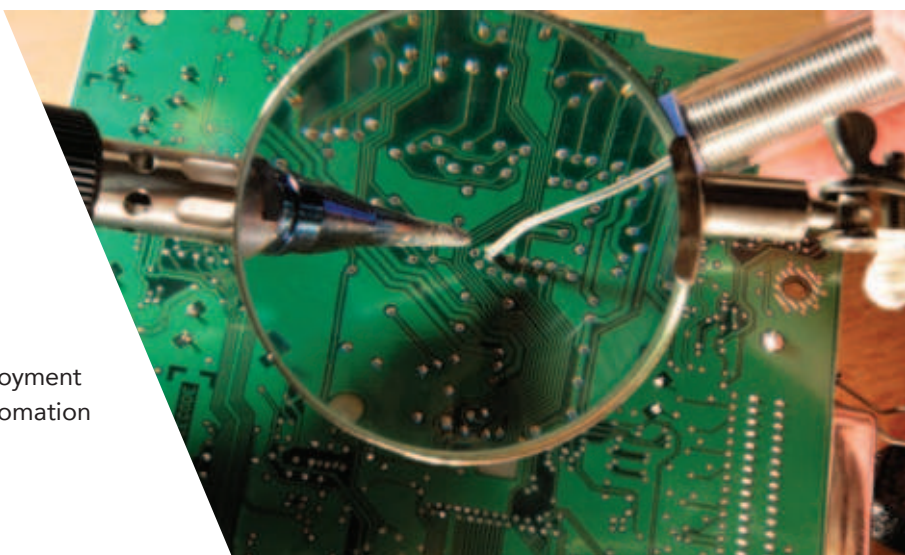


Robotics Technician

Get certified to operate and troubleshoot robotic systems in advanced manufacturing environments with these classes: Programming & Networking, Collaborative Robotics Technician Level 1, Collaborative Robotics Technician Level 2 and Collaborative Robotics Technician Level 3. Each course will include SACA certification exams.

Mechatronics Technician

This seven-course program will prepare you for employment in automated manufacturing facilities with Smart Automation Certification Alliance (SACA) credentials.



Train in our 3,000 sq. foot Advanced Manufacturing Center at the Beltline Education Center, just north of the Raleigh Beltline.





“

The best thing about BioWork was the hands-on experience I gained using professional grade equipment.

Jonathon Bigsby, Manufacturing Associate

”



BIOWORK PROCESS TECHNICIAN CERTIFICATE

Join the exciting field of biotechnology! BioWork is a non-degree certificate program that can lead to an entry-level position as a process technician. The certificate provides course credit that can be put toward a Biotechnology associate degree.

Class Options

- Day and evening classes are available.
- In-person, online or hybrid.
- Offered in 8, 12, and 15-week sessions.
- Class and lab times will vary.
- Classes are offered at multiple locations.

Questions? Email biowork@waketech.edu

BIOMANUFACTURING COURSES

- Aseptic Processing I and II
- Cleanroom Gowning
- Current Good Manufacturing Practices
- Good Documentation Practices
- Micropipetting Techniques
- Writing Effective SOPS



Industry Training

Wake Tech is the leading provider of advanced training for biotechnology and biomanufacturing professionals. Training is offered at the state-of-the-art NC BioNetwork Capstone Center on North Carolina State University's Centennial Campus. The center provides a simulated biomanufacturing (cGMP) environment, with industrial-grade equipment, laboratories and a certified cleanroom suite. It's affordable, high-quality, hands-on training in biotechnology, biomanufacturing and biopharmaceutical/pharmaceutical operations.

BIOTECH AT WAKE TECH

Many students in Wake Tech's BioWork program "ladder up" to additional education in Wake Tech's certificate and degree programs.

- Bioanalytical Lab Technology AAS degree
- Bioprocess Manufacturing Technology AAS degree

Certificates that can be completed in one-year or less:

- Agricultural Biotechnology certificate
- BioQuality certificate
- BioManufacturing certificate
- BioMaintenance certificate
- BioAutomation certificate

Learn while you earn with one of the following apprenticeship opportunities:

- Biomanufacturing apprenticeship
- Biomechatronics apprenticeship



Train at one of several Wake Tech locations, including the state-of-the-art Lilly Science and Technology Center at the RTP Campus in Morrisville.



Learn more at
biotech.waketech.edu





Strong accounting, finance and office administration skills are essential for ensuring organizational efficiency and success. Whether it's managing budgets, analyzing financial data or maintaining accurate records, professionals in these areas play a vital role in daily operations.

Accounting

Increase your financial know-how while gaining a marketable skill. Accounting professionals are in high demand.

Office Finance

Help keep a business's financial records straight and vendors satisfied. We offer an array of office finance certifications that businesses need to help them succeed.

Office Administration

Become a Certified Administrative Professional (CAP) or get certified as a Microsoft Office Specialist Associate.

Bookkeeping Certification Exam Prep and Intuit QuickBooks® Training

Master the skills for certification as a bookkeeper and prepare for the Certified Bookkeeper exam. Get hands-on training in Intuit QuickBooks®.





aPHR (Associate Professional in Human Resources) Exam Prep

The aPHR certification proves your knowledge of foundational Human Resources and is the first-ever HR certification designed for professionals who are beginning their HR career. Training covers the six functional areas of the exam, including review questions for each section and a practice exam.

High school diploma or equivalent required.



Related Online Course

- Human Resources Professional

Notary

Become a notary public in North Carolina. Learn the legal, ethical and procedural requirements for notaries according to state laws. This course is approved by the NC Secretary of State to train, test, qualify and commission notaries.

NOTE: 100% attendance and satisfactory class participation are required; late students may not be admitted.



Paralegal

The Paralegal Online Training Program will prepare you for success in this growing career field. You'll learn about the American legal system, how to conduct legal research and legal interviews, how to perform legal analyses, and more. Your training will prepare you to become a legal secretary or paralegal and to take the certification exam.



“

Thanks to Wake Tech's program, I am now licensed to assist clients with real estate in North Carolina.

Deanna Riley, Real Estate Provisional Broker

”

Ready to work in the dynamic world of real estate?

Whether you're looking to build a thriving career as a licensed broker or just want to make savvy investments, our courses are designed to equip you with the skills and knowledge you need.

- Pre-licensing: Provisional Broker
- "Flip It": Investing in today's real estate market
- Creative Real Estate Investing
- Real Estate Riches: Mastering Wealth and Unleashing Passive Income Potential



Real Estate Law

Learn the basics of real estate law, including investing, title searching, mortgages and associated legal issues.

This course will help you master the essentials, with examples and hands-on exercises that will help you apply what you've learned in a real estate practice or in personal real estate investing.



Project Management Certification Exam Preparation

Prepare for the Project Management Institute certification exam. Earn the required 35 credit hours of project management education by taking this class.

Additional Project Management Courses

- Fundamentals of Project Management Introduction
- Essentials of Project Management
(Excellent refresher course for seasoned practitioners)



Related Online Course

- Managing an Effective Nonprofit Organization

Pool Operator

Dive into the fundamentals of pool operations, including water circulation, disinfection and balance, as well as filtration, chemical testing, regulations, guidelines, safety and more. Earn your Certified Pool/Spa Operator® certification from the Pool & Hot Tub Alliance, demonstrating your ability to service and maintain swimming pools and spas.



BE SURE TO CHECK OUT

Marketing and Social Media on page 18.
Start a Food Truck Business on page 32.



Effective Business Writing

Don't let gaps in your business writing skills prevent you from reaching your goals. Whether you're support staff or a CEO, this course will help you develop powerful written documents and get your message across.



As I was getting started, the Small Business Center helped me make valuable connections to build my business.

Sarah Rosa Glickman, Owner, Art by SRG



ENTREPRENEURSHIP & SMALL BUSINESS CENTER

We meet you where you are to help your business grow.

The Wake Tech Entrepreneurship & Small Business Center designs and delivers programs that fill gaps in the entrepreneurial fabric in Wake County and promotes entrepreneurial thinking to create new businesses, promote the growth of existing companies, and start social ventures.

SHORT COURSES INCLUDE:

- Excellence in Entrepreneurship
- Entrepreneurship for Skilled Trades and Professionals
- Entrepreneurship for Veterans



Launch Wake County

We believe that when small businesses succeed, the whole community grows stronger. That's why Wake Tech partners with local cities and towns across Wake County to offer LaunchWakeCounty. The free, 10-week program provides training, mentoring, networking, and access to capital.

OPEN TO ALL WAKE COUNTY RESIDENTS.

Want to learn more? Email entrepreneurship@waketech.edu

SEMINARS AND WORKSHOPS

- How to Start a Business
- How to Write a Business Plan
- Marketing Your Business
- Financing Your Business
- How to Find Your Customers
- Business Taxes
- Basics of Bookkeeping
- Social Media Marketing
- And more!

ONE-ON-ONE COUNSELING

We offer free, confidential business counseling to help you:

- Start your business
- Build your business
- Market your business
- Connect to resources in the Triangle
- Apply for a small business loan
- Register your business
- Get licenses and permits

Learn more at
entrepreneurship.waketech.edu



SMALL BUSINESS CENTER

In addition to our Entrepreneurship classes, Wake Tech's Small Business Center offers an array of services at no charge.

FREE SERVICES INCLUDE:

- One-on-One Counseling
- Seminars | Workshops
- Business Plan Guidance
- Business Loan Guidance

Our expert counselors work at your pace to help you start and build your business. Whether you're wondering how to start a business, reach your ideal customer, or learn how to expand and understand what small businesses need to reach their goals.





Marketing & Social Media

Learn the latest traditional and digital marketing techniques to build your business or market your services. Our courses are ideal for marketing professionals, small business owners, and others who are interested in developing strong marketing skills.

- Learn the fundamentals of profitable marketing
- Get creative with marketing design
- Navigate and understand social media platforms
- Develop skills for tracking and reporting

Professional & Creative Writing

Master the art of storytelling or improve your communication skills to elevate your business. Our courses will help you discover the power of language to captivate and inspire readers — whether in print or online.

- Fiction Writing
- Grant Writing
- Web Writing
- Marketing Writing
- Keys to Effective Editing



BE SURE TO CHECK OUT

Digital Communications on page 35.

Spanish • French • Arabic • Italian • German • Korean • Russian



World Languages

From conversational classes for beginners to advanced training certifications, we can help you learn a new language. We offer specialty immersion courses for travelers who need to learn a few basic phrases, as well as practical language training designed for employers and employees of restaurants, construction companies, and other work sites.

Essential Spanish

A comprehensive Spanish language program for adult learners. Learn about the Spanish language and culture — for personal enrichment or a competitive edge! Gain a well-rounded understanding of the Spanish language, from culture and history to conversation and grammar. This is a multi-part, comprehensive program.

Other courses include **Spanish for the Workplace**, **Speed Spanish**, and more.

English for Non-Native English Speakers

Improve your English skills with high-quality instruction tailored for adult learners at every level. Two options:

- Beginning English – Designed for students with little or no English experience.
- Advanced English – For those who already have a foundation in English.

Translation Careers

Get real-life translating and interpreting practice in a variety of fields. These courses, recommended for individuals fluent in English and the language of expertise, address the skills required and the tools and technologies used in translation and interpretation.

- Translation and Interpretation
- Medical Field Interpreter
- Professional Interpreter

American Sign Language

Learn in a fun, interactive environment that will give you the knowledge and skills to engage with the Deaf community. Our curriculum helps students move beyond the basics as quickly as possible and achieve the goal of communicative competence.



Every day I get to use the skills I gained at Wake Tech. It's not just a job. It's a career I'm proud of.

Huascar Sena, Apartment Maintenance Technician

Apartment Maintenance

Learn about the apartment business and about appliance and systems maintenance — electrical, plumbing, HVAC systems and more — for employment in entry-level technician positions. Lectures, demos, field trips and hands-on labs reinforce learning. This course fulfills one of the requirements for the Certificate for Apartment Maintenance Technicians (CAMT).

Building Code Inspection

Building Standard Inspection, Levels 1, 2 and 3

Learn to properly inspect residential and commercial construction through an understanding of the North Carolina Building Code. Each level has a certification with an increased scope of code knowledge and responsibility.

Electrical Standard Inspection, Levels 1, 2 and 3

Learn to properly inspect electrical installations in all residential and commercial construction through an understanding of the North Carolina Building Code's state electrical code. Each level has a certification with an increased code knowledge and responsibility.

Mechanical Standard Inspection, Levels 1, 2 and 3

Learn to properly inspect mechanical installations in all residential and commercial construction through an understanding of the NC Building Code's mechanical and fuel gas codes. Each level has a certification with an increased code knowledge and responsibility.

Plumbing Standard Inspection, Levels 1, 2 and 3

Learn to properly inspect plumbing installations in all residential and commercial construction through an understanding of the North Carolina Building Code's plumbing code. Each level has a certification with an increased code knowledge and responsibility.

Certification for each of the Standard Inspection levels is accomplished by successfully completing the appropriate coursework along with other requirements of the NC Code Officials Qualification Board and passing the state exam for that level.



OSHA

OSHA 10-Hour Training

This 10-hour program helps entry-level construction workers learn how to recognize and prevent hazards on a jobsite. The course is an ideal orientation for workers who are new to construction — and an excellent reminder of workplace hazards for those who've been in the industry for some time.

Carpentry & Construction

Learn the basics of framing by building a storage shed. Discover how to lay out and construct floor systems, walls and ceilings; install windows and exterior doors; install sheathing on walls and roofs; and install house wrap.



EPA Refrigerant Recovery/Recycling Certification

Technicians, prepare for and take the CFC Recovery/Recycling Certification exam.

(NOTE: The exam includes some basics not covered in this course.)



Electrical Wiring

Hands-on instruction in standard wiring techniques as well as the theory and practice of electrical circuits.

HVAC Technician

Develop skills and learn safety protocols to begin a career as an HVAC technician.

Plumbing & Pipefitting

Learn the basics of plumbing, piping, and associated fittings, rigging, soldering and brazing, plumbing codes, and the use and care of tools.

Welding

Build skills in welding while learning important safety protocols for this high-demand career.



Registered Behavior Technician

Learn principles and strategies for working with adults and children with Autism Spectrum Disorder (ASD). Gain an understanding of Applied Behavior Analysis and learn best practices for assisting individuals with functional communication acquisition, social skill development, and behavior change. Successful completion can lead to certification as an RBT from the Behavior Analysis Certification Board.

Substitute Effective Teacher Training

Non-certified, substitute teachers in Wake County, increase your daily pay! Develop instructional and classroom management strategies and become familiar with North Carolina laws and expectations pertaining to K-12.



ONLINE COURSES

- Solving Discipline Problems
- Content Literacy: Grades 6–12
- Using Cellphones in the Classroom



SAT® AND ACT® EXAM PREP

Test with confidence! Prepare for your SAT® or ACT® exam with Wake Tech's expert-led prep programs. Our credentialed faculty provide personalized feedback, small group instruction, and proven strategies to build confidence, sharpen skills, and reduce test anxiety.



REGISTER TODAY at
examprep.waketech.edu

great value

small classes

convenient times and locations



AutoCAD Basics

Learn the essentials of Computer-Aided Design (CAD). This hands-on course covers drafting symbols, kitchen and bath fixtures, floor plans, and printed deliverables. You'll also create a simplified set of construction documents, including floor plans, electrical plans and building elevations.

Civil 3D

Progress from the basics of AutoCAD to the specific tools of Civil 3D, including instruction on how to prepare construction documents. You'll learn skills to prepare you for a range of job opportunities in the architecture, engineering, and construction (AEC) industry, including civil engineering, site design, project management, and more.

Commercial Drone Pilot

Get licensed to fly a drone and discover ways to make money doing it. This course prepares you to take the commercial drone pilot licensing exam, now required by the FAA.

Creo

Acquire skills in this suite of Computer-Aided Design (CAD) software for creating precise 3D models and simulations.

Radio Broadcast Engineer

Wake Tech has partnered with the NC Association of Broadcasters to help meet the demand for skilled broadcast technicians. The 10-week NCAB Broadcast Technology Academy will prepare you for a rewarding career in this industry.

SolidWorks

Learn this powerful three-dimensional solid modeling and design software, which is widely used in manufacturing, aerospace, automotive, and other industries.



BE SURE TO CHECK OUT

Robotics Technician on page 9.



I found my calling at Wake Tech, and I am excited for a future serving patients.

Joseph Awad, Phlebotomist

There is an urgent need for health care professionals across all levels of the industry, and you can be a part of the solution! Wake Tech's short-term, accelerated training programs are fast and affordable, and can prepare you for a rewarding career helping others and saving lives.

Clinical Research Specialist

Learn about clinical trial structure, regulatory requirements and the basics of collecting and analyzing data. Upon completion, you'll understand clinical research concepts and be able to apply that knowledge in a clinical trial or research setting. *Also offered online.*

Intro to Anatomy and Physiology

The course emphasizes the relationship between body structure and function and the procedures common to health care. Upon completion, students will be able to identify body system components and functions, relating this knowledge to the delivery of health care. *Also offered online.*

Medical Scribe

Learn the technical aspects of medication administration. This course prepares you to take the state-approved Medication Aide Competency Evaluation and to be listed on the State Medication Aide Registry. *Also offered online.*

Medical Terminology

This course introduces medical terminology and is a prerequisite for a variety of courses. You'll learn terminology for the anatomy and physiology of all body systems, pharmacology and major diseases, as well as terms used in exams, procedures and diagnoses. *Also offered online.*

Mental Health Technician

Play a significant role in the mental health care system by providing direct assistance to patients. Get an overview of mental health diagnoses and learn how best to work with patients. Learn appropriate intervention techniques and how to help patients with daily tasks in specialized care facilities or hospitals. *Also offered online.*



ONLINE COURSES

- Central Sterile Processing Technician
- Certificate in Legal and Ethical Issues in Healthcare
- Clinical Research Specialist
- Coordinating Clinical Research: The Role of the Clinical Research Coordinator
- CPC Exam Review
- EEG Review Course
- Healthcare Administration and EHR Office Professional
- Medical Billing & Coding
- Healthcare Clinical Research Specialist
- Medical Assisting with an emphasis on Medical Billing & Coding Part I and 2
- Medical Scribe
- Medical Terminology
- Monitoring Clinical Trials
- Personal and Group Fitness Trainer Certifications



Dental

- Annual Bloodborne Pathogen Update
- Dental Billing & Coding *Also offered online.*
- Dental Terminology
- Intraoral Dental Radiography
- Orthodontic Chairsides Dental Assisting Skills



Certified EKG Technician

Learn the anatomy and physiology of the heart, principles of EKG, dysrhythmia recognition of sinus, junctional and atrial rhythms, heart blocks and bundle branches and ventricular ectopy rhythms. Build skills in operating EKG equipment.



Imaging

Intro to Medical Sonography

This course is part of Wake Tech's competitive entry process for the degree program. Topics include applications, terminology, history, patient care, ethics and basic skills. Upon completion, you'll be able to define sonographic applications, basic patient care skills and preliminary scanning techniques. *Also offered online.*

Mammography

This course is for American Registry of Radiologic Technologists-registered radiologic technologists and Radiography students. The theory component of the course is online and covers the principles of breast anatomy, positioning, projections, processing, quality control and evaluation of digital images. After finishing the required clinical rotation, you may be eligible to take the ARRT post-primary certification exam in mammography.



CPR & Life Support

BLS for the HCP CPR

This course teaches Basic Life Support to health care professionals, including cardiopulmonary resuscitation, how to use automated external defibrillators, and techniques for relieving choking.

PALS: Pediatric Advanced Life Support

Build skills in the treatment of pediatric arrest and peri-arrest patients through active participation in a series of simulated pediatric emergencies.

ACLS – Advanced Cardiac Life Support

This advanced, instructor-led classroom course highlights the importance of team dynamics and communication, systems of care and immediate post-cardiac-arrest care. Refresher class also available.

Central Sterile Processing Technician

Prepare to work behind the scenes in hospitals or sterile processing facilities. Learn the primary responsibilities of a central sterile processing technician, including sterilization, disinfection, storage and distribution of instruments; inventory management; quality assurance; and more.



Medical Billing & Coding

Prepare for entry-level health care billing positions and the Certified Medical Reimbursement Specialist exam. Train on insurance claims, legal and regulatory considerations, insurance plans, Medicare, Workers' Comp and more.

CPC (Certified Professional Coder) Exam Review

Once you've learned how to assign medical codes to patient services and diagnoses, this online course will prepare you to successfully complete the CPC certification exam. *Also offered online.*

Phlebotomy

Phlebotomists play a critical role in health care by safely and accurately collecting blood samples, which are essential for diagnosing and monitoring a wide range of medical conditions. Upon successful completion, you'll be eligible to take the Phlebotomy examination given by the American Society for Clinical Pathology's Board of Certification.



BE SURE TO CHECK OUT

EMT Training Program on page 39.

Nurse Aide

Nurse Aide I

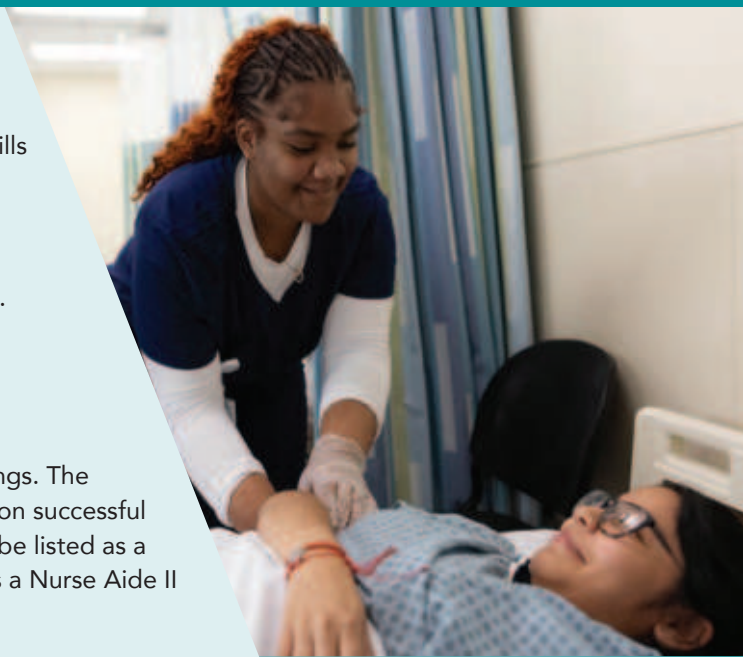
Prepare to provide personal care and perform basic nursing skills for adults. Learn about aging, patient rights, nutrition, safety, common disorders, death and dying, and the roles of health team members.

The course includes class, lab and clinical learning experiences.

Also available: Nurse Aide Refresher | Spanish Nurse Aide I | ESL Nurse Aide I

Nurse Aide II

Prepare to perform more complex skills for patients in all settings. The course includes class, lab and clinical learning experiences. Upon successful completion, you can take the state written and skills exams to be listed as a Nurse Aide I with the North Carolina Nurse Aide Registry or as a Nurse Aide II with the North Carolina Board of Nursing.



Personal Trainer Certification

Turn your love for fitness into a viable career as a personal trainer. This online course will prepare you to take the Personal Trainer Certification exam offered by the American Council of Exercise (ACE).

Activity Coordinator for Long-Term Care

Help enhance the lives of others as an activity coordinator in a health care setting. Our program includes the state minimum of 50 hours of training in an approved course to work in adult care homes.

Massage Therapy

Prepare for a rewarding career as a licensed massage therapist. You'll learn how to provide manual manipulation, pressure, friction and kneading of the body to maintain wellness or treat aches and pains. Coursework includes human anatomy and physiology, pathology, therapeutic massage, stress management, and more.

Pharmacy Technology

Assist pharmacists with the delivery of prescription medication equipment and supplies, and more.

Upon completion of Parts 1 and 2, students are eligible to become certified Pharmacy Technicians.



BE SURE TO CHECK OUT

ESL Nurse Aide for English language learners
on page 52.

HOSPITALITY & PERSONAL SERVICES



Cosmetology

Get on the fast-track to becoming a licensed cosmetologist! Learn fundamentals such as shampooing, coloring, styling, manicures, and pedicures, to advanced concepts, including ethics. Our program offers a hands-on, professional salon environment to prepare you for the NC State Board of Cosmetic Arts examination.

- Cosmetology I – Introduction
- Cosmetology II – Intermediate
- Cosmetology III and IV – Advanced

Natural Hair Specialist

This course covers hair twisting, braiding, wrapping, extending and locking, along with the science and practice of infection control and bacteriology. It also includes client consultation, business management, professional ethics and related topics. Upon completion, you will be eligible to sit for the North Carolina Natural Hair Care Braiding License exam.

Esthetics

Learn scientific and artistic principles as well as hands-on fundamentals associated with the art of skin care. Train in a simulated salon environment on the Southern Wake Campus. Upon passing the NC Board exam, you will qualify for employment in beauty and skin care salons.



SALON SERVICES offered by students!

MAKE AN APPOINTMENT AT salonservices.waketech.edu

Bilingual Continuing Education Cosmetology – Introduction
OPCIONES EN ESPAÑOL, página 48.





Wake Tech does an excellent job preparing you for the licensing exams.

Aaron Norris, Barber



Barbering

Barbering involves not only executing a precise haircut, but also performing any number of techniques to the face, scalp, beard and mustache. Learn theory and gain practical experience in hair cutting and styling, coloring and relaxing; shampooing and scalp treatments; shaving; and facials. The courses also cover product knowledge, shop management and customer service. Training is based on the requirements for passing the state examination.

- Introduction
- Intermediate
- Advanced



BARBERING SERVICES

offered by students!

MAKE AN APPOINTMENT AT
barbering.waketech.edu





“ I was looking for a program that could quickly help me build a foundation, and Wake Tech’s hospitality certification was exactly what I needed.

Katarina Drosnes, Front Desk Supervisor

”



Path to Becoming a Travel Advisor

Do you love to travel? This course will guide you, step by step, to becoming a travel advisor, a career that requires expertise, interpersonal skills and dedication. You’ll learn about the travel advisor’s role and the information and resources you need for success in this lucrative field.

Hospitality/Hotel & Restaurant Certification

Get a comprehensive overview of the hospitality industry, the facets of service and the latest trends. Find out about the many career opportunities, such as hotels, restaurants, meetings, events and more. You’ll be prepared for the challenges faced by professionals in hospitality management and gain a global perspective on industry issues. Work-Based Learning opportunities are available.



Introduction to the World of Culinary & Baking and ServSafe®
OPCIONES EN ESPAÑOL, página 48.

HOSPITALITY & PERSONAL SERVICES



Work in the Restaurant Industry

Basic Culinary Arts & Restaurant Fundamentals Certification

Learn the fundamentals of working in the restaurant industry. Upon completion, you will receive your Restaurant Server and Certified Fundamentals Cook certification from the American Hotel & Lodging Association, as well as ServSafe® certification from the National Restaurant Association.

Barista & Café Training

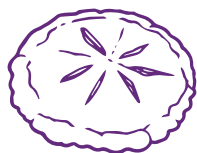
Master the art of making a perfect cup of coffee, understand the importance of the roasting process and learn to manually pull espresso shots. You'll also discover how to plan a menu, ensure product quality, price products, market a coffee shop and effectively serve customers.

Beginner's Baking & Pastry Arts

Discover the science, techniques and trends of baking from scratch. Prepare quick breads, basic leavened breads, cakes, cookies, custards, pastries and get creative with cake decorating. This hands-on course includes a comprehensive overview of entry-level career opportunities and ServSafe® training.

Beginning Artisan Bread Baking

Explore the craft of artisan bread from the ground up. This course guides you through transforming flour, water, salt, and yeast into a dough that bakes properly with exceptional crust and crumb. From pre-fermentation and mixing to dividing, shaping, and baking, you'll gain foundational skills to bake confidently in an artisan bakery, café, or high-volume food service environment.



HOSPITALITY & PERSONAL SERVICES



Bartending

Learn the basics of becoming a bartender. This course emphasizes state Alcoholic Beverage Control laws, alcohol responsibilities, alcohol awareness and bar setup. Hands-on instruction will be provided in making drinks and drink recipes, along with online learning about wine, beer, spirits and non-alcoholic beverages. Upon completion, you will be TIPS (Training for Intervention Procedures) and Host U certified, credentials recognized by industry.

Special Events Planning & Production

Master the art and science of event planning. Explore key topics such as event concept development, budgeting, venue selection, vendor coordination, marketing and contingency planning. Through hands-on projects, case studies and guest lectures from seasoned professionals, you'll learn how to execute events of any scale with creativity and precision.



How to Start a Food Truck Business

Become a part of the hottest dining trend around! Find out how to operate a food truck safely and legally — licenses and permits, health and safety concerns, taxes and more. The course includes essentials such as creating a business plan, securing a loan, budgeting and costing. At the end of the course, you'll take the ServSafe® Manager Certification exam, which is mandatory for food truck operators.



“

I loved learning in an actual brewery and learning the science behind brewing.

Chris Gallagher, Owner, Local Time Brewing, Holly Springs

”



Professional Beer Brewing Certificate

If you dream of working in or starting your own brewery, you can begin your career in under a year!

Part 1: Commercial Craft Brewing

Discover the world of craft beer through lectures and hands-on training in a commercial brewery. Design, brew, and package multiple beers on commercial-grade equipment.

Part 2: Craft Brewing Internship

Build skills as an intern at a local brewery. Get help with your resume and identifying job opportunities.



Sensory Analysis Training

Discover how to evaluate, present, and pair craft beer in this interactive class. Get certified as a Cicerone® Beer Server, Certified Cicerone®, or Beer Judge.

Craft Brewing Laboratory

Learn essential quality control and quality assurance testing. Practice sampling, plating, and analyzing wort, beer, and yeast.



Essentials of Wine

Embark on a journey through the world of wine in this 12-week course. Learn wine styles, grape varieties, regions, production methods and tasting techniques. Become a Certified Specialist of Wine.

Sip & Savor: A Wine & Food Pairing Experience

In this single-session course, you will develop a more confident palate tasting curated small plates alongside perfectly paired wine pours.



My two Comp TIA certifications will enhance my bachelor's degree to give me an edge in the field of cybersecurity.

Arjun Mamidala, NCSU Student



Take your IT skills to the next level.

From computer basics to cybersecurity essentials, our low-cost training programs will help you achieve your goals.

- Get creative with Adobe Photoshop and Canva
- Discover how ChatGPT can streamline your daily tasks
- Learn pivot tables in Excel or data analytics in Power BI
- Become an IT Support Technician

Industry Certifications

Earn industry-recognized credentials in 6 months or less: AWS, Certiport, Cisco, CompTIA, Red Hat. These are the skills employers are looking for. Some courses may even count for college credit in a degree program at Wake Tech!

- | | |
|---------------------------|------------------------------|
| • Artificial Intelligence | • DevOps and Automation |
| • Cloud Computing | • Mobile App/Web Development |
| • Cybersecurity | • Networking |
| • Data Analytics | • Programming |

Digital Communications

Take your digital image designs to the next level with Illustrator, InDesign and Photoshop! The fundamentals of graphic design and photo editing are essential for business owners, marketing professionals, artists, photographers and hobbyists alike!

Microsoft

Upgrade your skills or earn a Microsoft certification as a Microsoft Office Specialist.

- Azure
- Outlook
- Sharepoint
- Excel
- PowerPoint
- Teams
- Office 365
- Power BI
- Word

IT Training to Fit Your Schedule

Wake Tech's accelerated IT courses are offered on multiple campuses, as well as online, at convenient times Monday through Saturday:

- 9 a.m. to 12 p.m.
- 1 p.m. to 4 p.m.
- 6:30 p.m. to 9:30 p.m.



Learn more at
itcertifications.waketech.edu

Basic Computer Training, Microsoft Word and Microsoft Excel
OPCIONES EN ESPAÑOL, página 48.



Scholarships may be available.
Learn more on **page 42**.



START YOUR PUBLIC SAFETY CAREER

Basic Law Enforcement Training

Wake Tech's Basic Law Enforcement Training (BLET) program will equip you with the knowledge, skills, and ability to work as a law enforcement officer with state, county, and municipal agencies.

Our rigorous program goes beyond the state-mandated 640 instructional hours, with additional training in officer survival, public speaking, close-quarter control and related topics. Cadets are also required to pass the Police Officers Physical Ability Test (POPAT), a timed series of search and rescue, physical agility, and mental alertness drills.

The academy meets from 7 a.m. to 6 p.m., Monday through Friday, for 20 weeks.



Learn more at
blet.waketech.edu

In-Service Training for Law Enforcement Personnel

Wake Tech offers a variety of opportunities for law enforcement training—in the classroom and through practical application. Training for law enforcement personnel is provided at the request of law enforcement agencies. Our programs emphasize legal and technological advancements in the field.

- Alcohol Screening Test Devices (ASTD) First Line Supervision
- Corrections and Detection
- Criminal Investigations
- Credible Leadership (*online*)
- Death Investigations
- Juvenile Investigations
- LIDAR Certification/Recertification
- Narcotics Investigations
- Officer Survival I/II
- Police Law Institute
- RADAR Certification/Recertification

PUBLIC SAFETY TRAINING ACADEMY

Public Safety Education Campus, Raleigh



North Carolina's FIRST community college training academy to be accredited by CALEA®, which recognizes best practices and professional excellence in policy and practice.

- 12 Lane Indoor Firing Range
- Simulated FATS Firearms Training
- RBT Room with Customizable Configurations
- SCAT Training Rooms
- Mobile Driving Simulator

PUBLIC SAFETY SIMULATION COMPLEX

Eastern Wake Campus, Wendell



One of the most comprehensive reality-based training facilities for first responders in the U.S.

- Indoor streetscape with mock townhouse, school, jail, and more
- Driving range for pursuit scenarios
- EMS ambulance bay



WAKE COUNTY FIRE ACADEMY

In partnership with Wake County, Wake Tech offers a 33-week course that will put you on the path to a career of fighting fires and protecting your community in less than a year.

Fire Services Training

The following certifications are available, no experience required.

- Firefighter
- Hazardous materials
- ICS
- Rapid intervention
- Technical rescuer
- EMT Basic (offered at the end of the academy)

In-Service Training for Fire and Rescue Personnel

Wake Tech trains fire and rescue personnel throughout Wake and surrounding counties. This program provides full-time and volunteer fire departments with knowledge, skills, and certification in firefighting, rescue, officer development, and management. Specialty classes based on departmental needs and new training standards are offered throughout the year.

Classes are held at the Public Safety Education Campus and at individual fire departments. Training help within local fire departments enables personnel to develop and enhance skill levels with the equipment they use in controlling fires.

Learn more at
fireservices.waketech.edu





EMERGENCY MEDICAL SCIENCE

Help save lives as an emergency medical technician. Learn through intensive, scenario-based instruction using the latest simulation equipment.

Emergency Medical Technician

Learn fundamental emergency medical care to become an emergency medical technician (EMT), advanced emergency medical technician (AEMT), or paramedic. This course includes foundational anatomy and physiology, patient assessment, airway management, legal and ethical considerations, and more. Master the knowledge, hands-on skills, and critical thinking needed to serve your community as a vital first responder.

Once completed, you'll be eligible to earn your North Carolina or National Registry EMT credential, which may count as credit in Wake Tech's EMS associate in applied science degree program.

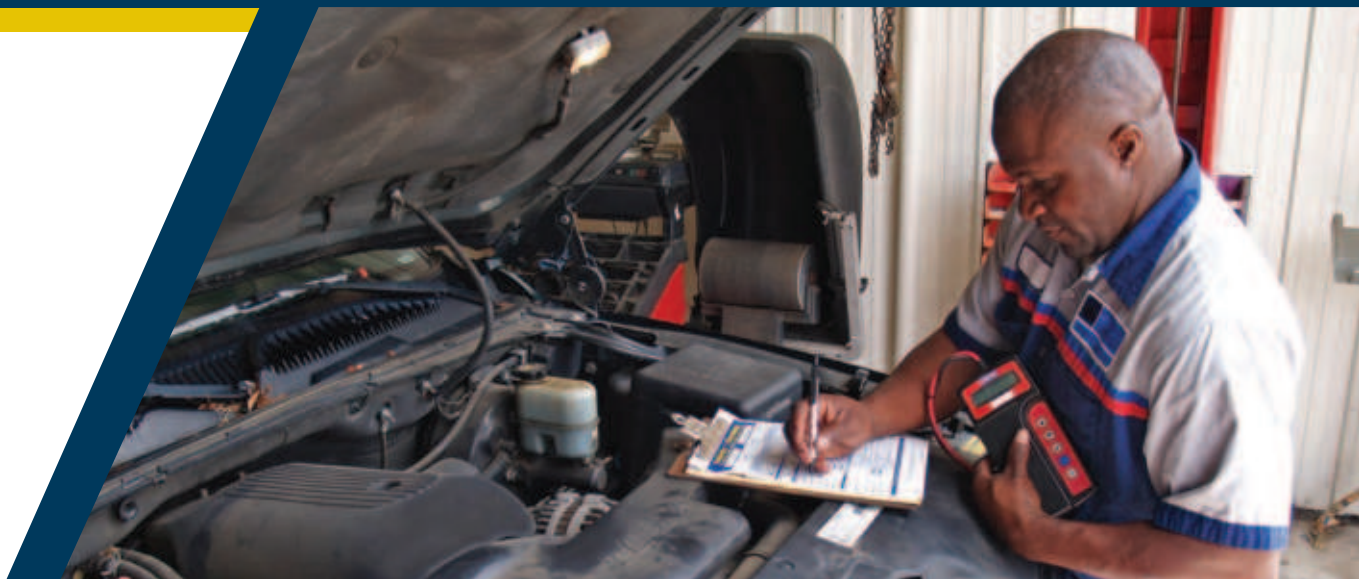


BE SURE TO CHECK OUT

Paralegal on page 13.
BLS for Health Care Providers on page 26.



Learn more at
emt.waketech.edu



Fuel your passion for cars into a thriving career! Gain in-demand skills, unlock limitless opportunities, and accelerate your earning potential. You might even consider putting yourself in the driver's seat of your own business.

Automotive Maintenance & Light Repair

Get equipped with fundamental skills and knowledge for the high-demand field of automotive repair.

Auto Body Restoration

Develop skills for a career in vehicle restoration, including work on antique cars.

Auto Dealers Licensing

The NC DMV has approved this course for the initial licensing of independent auto dealers.

Escort Vehicle Operator

The NC DOT administers this course for the certification of drivers of oversize-load and overweight-load escort vehicles.

Forklift Operator

Get certified to operate a forklift for the in-demand field of construction.

Freight Broker/Agent Training

Learn how to get your broker license and start a successful freight brokerage — 100% online.

OBD & Vehicle Safety

Designed to meet the training and licensing requirements for NC's vehicle emissions inspection program.

"The Switch": Building an Electric Vehicle

Learn about high voltage batteries, on board chargers, and power inverters, and build an EV from the frame up.



BE SURE TO CHECK OUT

Commercial Drone Pilot Training on [page 23](#).
Motorcycle Training on [page 46](#).

BECOME A WORKFORCE TRAINING INSTRUCTOR

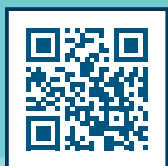


We are always looking for subject-matter experts to lead our broad range of non-degree classes.

*QUALIFICATIONS

- Knowledge in the subject you want to teach
- Excellent presentation skills
- Insight into potential students and markets for your class

**Ability to speak a foreign language is a plus*



For current openings visit
hr.waketech.edu

TESTING CENTER

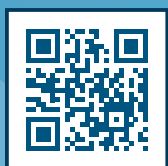
Take your professional certification exam at Wake Tech.

Open to the public!



Amazon Web Services | CompTIA |
Cisco Systems | NC Insurance |
NC Real Estate | Pharmacy Technician
And more exams available!

Wake Tech Beltline Education Center
3200 Bush Street, Raleigh
919.334.1571



For information visit
ccrtest.waketech.edu



Launch a new career or upskill in your current profession, **FAST!**

SCHOLARSHIPS AVAILABLE

TAKE ADVANTAGE of a unique opportunity to prepare for a great new career! Most Wake Tech Propel programs can be completed in six-months or less at little to no cost. More than half also lead to credit in a degree program or entry into a Wake Tech apprenticeship.

Information and Digital Technology

Programs include AWS Certified Solutions Architect Associate, Cisco Certified Network Associate, CompTIA Certified Cybersecurity Analyst, IT Support Technician and more. All lead to industry-recognized credentials that also count toward academic credit in a Wake Tech IT degree.

Healthcare and Wellness

Certified Nurse Aide, EKG Technician, EMT, Medical Assistant, Healthcare Billing and Coding and other programs that provide entry into high demand healthcare jobs.

Public Safety

Basic Law Enforcement Training, which is required for a career as a sworn law enforcement officer.

Biotechnology

BioWork, the short-term program that serves as a gateway to employment with many of the biopharma companies that are rapidly growing in our region.

Construction and Maintenance

Apartment Maintenance Technician and HVAC programs will prepare you for a high demand job in the construction industry.

Other programs available in **BUSINESS, HOSPITALITY AND PERSONAL SERVICES, TRANSPORTATION** and more!



Learn more at
propel.waketech.edu





Your opportunity
to earn while you learn!

SCHOLARSHIPS AVAILABLE

Wake Tech Apprenticeship offers an extraordinary opportunity to get paid while gaining nationally recognized skills and professional credentials. Thanks to funding through Wake County's WakeWorks® initiative most costs are covered!

Start your career today in one of these high-demand fields:

Business

- Accounting

Education

- Early Childhood Education

Engineering

- Mechanical Engineering

Biotechnology

- Biomanufacturing
- Biomechatronics

Hospitality

- Cook
- Hotel Management

Healthcare

- Imaging – CT, MRI, Mammography
- Pharmacy Technology
- Medical Assistant
- Neurodiagnostic Technology
- Sonography

Construction and Maintenance

- Carpentry
- Building Maintenance
- Drafting
- Electrical
- Electronics
- HVAC
- Plumbing
- Project Management
- Welding

Transportation

- Automotive Systems
- Collision Repair
- Heavy Equipment



Learn more at
apprenticeship.waketech.edu

CAREER HELP STARTS HERE!



Wake Tech's Career Services offers **FREE CAREER ASSISTANCE** to anyone who is unemployed, underemployed, or facing pending layoff.



DROP-IN TO GET ASSISTANCE WITH:

- ✓ Job search strategies
- ✓ Resume and cover letter writing
- ✓ Interview skill-building
- ✓ Changing careers
- ✓ Re-entering the workforce

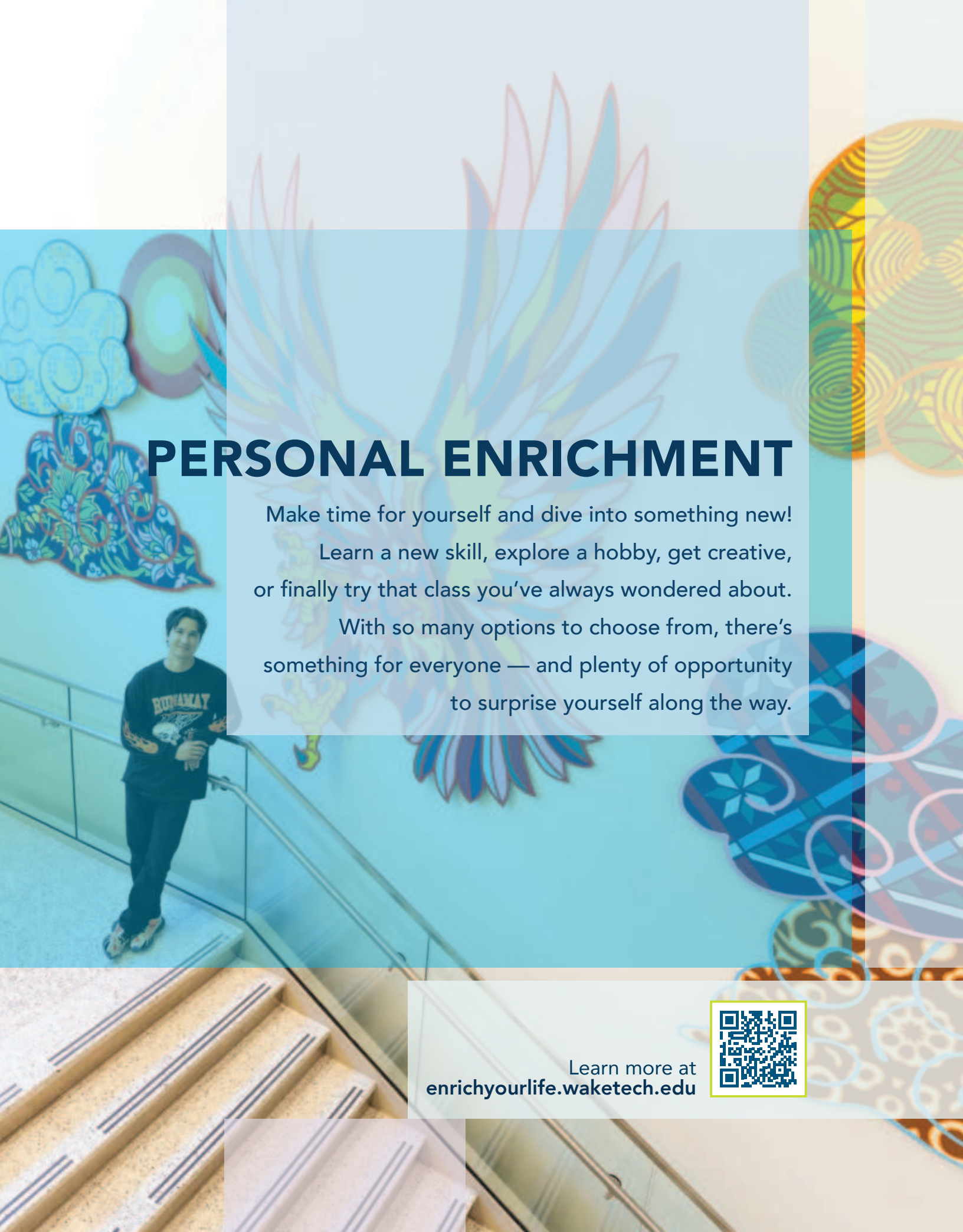
CONTACT US
careerservices@waketech.edu



✓ DROP-IN.
LEVEL UP.



Learn more at
careerservices.waketech.edu



PERSONAL ENRICHMENT

Make time for yourself and dive into something new!

Learn a new skill, explore a hobby, get creative, or finally try that class you've always wondered about.

With so many options to choose from, there's something for everyone — and plenty of opportunity to surprise yourself along the way.

Learn more at
enrichyourlife.waketech.edu



UNLOCK YOUR POTENTIAL!

Ready to shake things up? Dive into something new —
LEARN A LANGUAGE, master a skill, or unleash your creativity.

Whether you're exploring a **hidden passion** or **trying something completely out of your comfort zone**, our personal enrichment courses are **designed to inspire, challenge, and excite.** *It's time to discover what you're capable of!*



Creative Arts & Special Interests

Pursue a passion, learn a new skill, or even launch your own business! Our non-degree programs in improv, painting, music, photography, and more are designed to inspire and engage. From picking up a paintbrush to getting hooked on crochet, there's something for every interests — no experience needed!



**SAFETY
FIRST**

Defensive Driving

Improve your driving skills with Wake Tech's defensive driving classes in Raleigh. Learn safe driving concepts and risk management after a court-related issue or for personal enrichment.



Motorcycle Training

Ready to ride? Learn to operate a motorcycle with confidence in this exciting beginner course from the Motorcycle Safety Foundation. Designed for new or returning riders, this hands-on class builds essential skills in a safe, supportive environment.



Communication & Language

Boost your career or enrich your life with classes in public speaking, creative writing, world languages, or even podcasting! Whether you're a beginner or advanced learner, Wake Tech offers engaging courses to help you grow your skills and reach your goals.



Animal Care

Turn your passion for animals into a career! Explore hands-on courses in dog grooming, training, and wildlife rehabilitation. Discover job opportunities or start your own business in the growing pet care industry.



Home & Cooking

Spice up your skills with cooking classes that cover everything from kitchen basics to global cuisine. With new courses added regularly, there's always something fresh to try!



Personal Finance & Investing

Take charge of your financial future! From the principles of retirement planning to real estate investments, Wake Tech offers a variety of non-degree classes designed to help you make smarter financial decisions. Whether you're budgeting for today or building wealth for tomorrow, we've got practical, real-world courses to guide you.

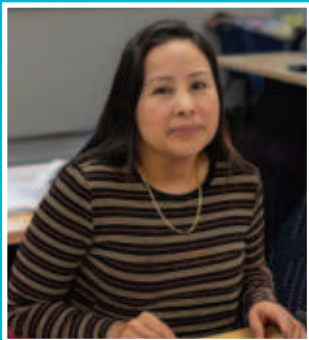
En Español

Ya sea que quieras mejorar tu inglés, comenzar una nueva carrera o avanzar en tu educación, Wake Tech tiene muchas opciones para ti.

Cursos en Español

¡Consigue un buen trabajo rápido! Ofrecemos capacitación bilingüe acelerada (sin título) en una amplia variedad de industrias:

- Computación básica
- Microsoft Office
- Mantenimiento de departamentos
- Calefacción y aire acondicionado
- Instalaciones eléctricas
- Cocina y repostería
- Cosmetología
- Promotor(a) de salud comunitario(a)
- Equivalencia al "high school"
- Negocios
- ¡Y más!



Capacitación Laboral

En Wake Tech, puedes obtener:

- Una certificación
- Un título de dos años
- Créditos universitarios que se pueden transferir a una universidad



Mejora tu Inglés

Wake Tech ofrece dos maneras de mejorar tus habilidades en el idioma inglés: inglés como segundo idioma sin crédito académico (ESL) o el programa de inglés como lengua extranjera (EFL).

Inglés como Segundo Idioma (ESL)

Este programa ofrece instrucción en inglés para adultos que residen en Estados Unidos, no hablan inglés y viven y trabajan en el país. Estas clases se enfocan en el desarrollo de habilidades para conseguir empleo o ingresar a la universidad. Para comenzar, visita esl.waketech.edu.

¡Nuestro programa te permite comenzar una capacitación profesional mientras tomas clases de ESL! Explora carreras en salud, educación infantil, computación y más. Algunas clases incluso otorgan credenciales reconocidas por la industria. Para más información, visita transitions.waketech.edu.

Inglés como Lengua Extranjera (EFL)

Este programa está diseñado para estudiantes que buscan obtener un título universitario. La mayoría de los estudiantes en este programa son extranjeros o inmigrantes recién llegados a los Estados Unidos. Si estás interesado, visita efl.waketech.edu para obtener más información.



Para más información
enespanol.waketech.edu



STRENGTHEN BASIC SKILLS

It's never too late to build a strong foundation. Wake Tech's Career and College Readiness programs can help you prepare for a high school equivalency credential, improve English language skills, or gain essential knowledge through Adult Basic Education. Designed to support learners of all backgrounds and abilities, these programs open doors to further education, personal growth, and meaningful opportunities in the workforce.

Learn more at
ccr.waketech.edu



EARN YOUR HIGH SCHOOL CREDENTIAL

It's never too late!

Earning your high school credential can lead to better job opportunities, higher wages and career advancement. Wake Tech offers two ways to make this happen: High School Equivalency Preparation and Adult High School.

High School Equivalency Preparation (HSEP)

Open new doors by earning a high school equivalency credential. Wake Tech's program will prepare you to take the GED or HiSET exam with confidence and success.

We offer both online and in person classes at convenient locations throughout Wake County. No matter which option you choose, you'll have the knowledge and tools to reach your goals.

- Also offered in Spanish.
- Accommodations available.
- Must present a government-issued ID.



hsep.waketech.edu



Adult High School (AHS)

Complete the courses you didn't finish in high school and earn an official high school diploma issued jointly by Wake Technical Community College and the Wake County Public School System.

This program is for students who have already earned at least 14 credits, and need eight or fewer credits to graduate. Students must be at least 18 years old or have withdrawn from high school for one month if younger than 18.

- Take online courses one at a time
- Get personalized assistance from instructors
- Receive support to transition to college or career
- Enrollment is limited!

ahs.waketech.edu

TRANSITIONS



Prepare for a career while earning your high school credential.

It takes both academic and technical skills to make the transition from job to career. With CCR Transitions, you can work toward a career while building your English language skills or preparing for your high school equivalency exam.

Career Exploration Classes

If you want to learn about a certain career pathway, the "Intro to..." classes are a great way to start.

- Business
- Early Childhood Education
- Health Care
- Information Technology
- Medical Terminology



Integrated Education and Training

Once you've chosen a career path, IETs are a fast track to employment. These classes lead to industry-recognized credentials and come with ESL support, workplace readiness training, job fairs, and more.

- Early Childhood Education
- Entrepreneurship
- Health Care
- Information Technology
- Skilled Trades

Co-Enrollment Scholarship

Further your education. You may qualify for a scholarship to experience a college course that leads to a degree.

- Business
- College Transfer Success
- Early Childhood Education
- Information Technology
- Medical Terminology



As you prepare to leave CCR, our many support systems will help you get to your next step — whether that's a college program or a career.



Learn more at
transitions.waketech.edu

BUILD A STRONG FOUNDATION



Pathfinder Career Exploration Program

Wake Tech offers education and training for everyone in our community. The Pathfinder Career Exploration Program is designed for adults with disabilities and different academic abilities. Students should have a high level of independence and be focused on transitioning to the workplace.

Employability Skills-Focused Cohorts:

- Academic Life Skills
- Animal Care/Pet Retail
- Barista & Café Training
- Business/Customer Service
- Food Service/Culinary
- Horticulture and Landscaping
- Health Care
- Technology

pathfinder.waketech.edu

Adult Basic Education

Improve your chances for success. Need to get up to speed on high school academics? The Adult Basic Education program provides instruction in reading, writing, math and technology with a focus on workforce preparedness. We strive to equip learners with essential academic, technical, and employability skills needed to succeed in today's job market. Begin building background knowledge for passing the high school equivalency test. Refresh your skills — even if you already hold a high school diploma. Morning, afternoon, and evening classes are available.

hsep.waketech.edu



English as a Second Language (ESL)

Need to learn English?

Wake Tech's ESL program is based on workforce preparedness for non-native-English-speaking adults in Wake County. Learning options include morning, afternoon, and evening classes. Online and in-person classes are available.

ESL Career Training

English learners will improve their English while studying for the career they want. Tutoring and financial assistance is available.

Offering courses in:

- Nurse Aide
- Skilled Trades/Construction
- Small Business

For more information
esl.waketech.edu



WORKFORCE RESOURCES

We're here for you!

All the resources you need found in one place. Whether you're looking for financial assistance, academic support, or career guidance, *we can help.*

REGISTRATION INFORMATION ■ FINANCIAL ASSISTANCE
ACADEMIC SUPPORT ■ SCHOLARSHIPS
CAREER SERVICES ■ TECHNOLOGY ASSISTANCE



Take advantage of wrap-around support through our unique **Care Center**, offering wellness services, technology support, transportation assistance, "The Nest" food pantry, and more.

Questions?

Contact us: workforce@waketech.edu
or call 919.866.5800



Learn more at
workforceresources.waketech.edu

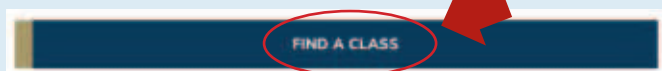
3 EASY WAYS TO REGISTER FOR CLASSES

How to Search and Register for Classes **ONLINE**

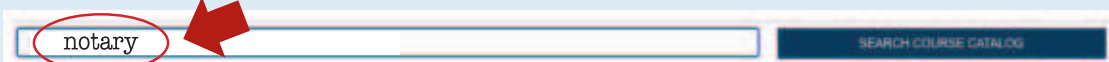
Register
EARLY to
secure
your seat!

1. Go to **workforce.waketech.edu**

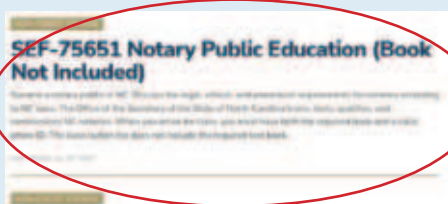
2. Click on **FIND A CLASS**.



3. In the search box type in the **course number or course title** and click **SEARCH FULL COURSE CATALOG**.



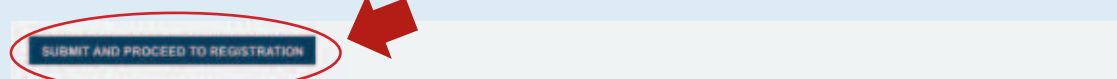
4. A list of **AVAILABLE** classes will appear. Click on the course title you are interested in.



5. If the class has available seats, you will see a **REGISTER** button, **CLICK it to register**.



6. Complete the Checkout Process. Scroll down to the bottom of the screen, **click SUBMIT AND PROCEED TO CHECKOUT**. A new page will come up that requires payment. Once you've entered your payment information, you are fully registered.



In Person

Bring registration form and payment to a Workforce Development office. Payment can be made by credit card*, cash, check, or money order.

** Credit card and cash payments are accepted only at Health Sciences, Southern Wake, Scott Northern Wake, Public Safety Education, and Western Wake campuses when cashier services are available.*

By Mail

Mail registration, form and payment** to:

Workforce Development Registration

Wake Technical Community College, 9101 Fayetteville Rd., Raleigh, NC 27603

***Check or money order only. To protect your personal information do not submit credit card information with your registration form.*



WORKFORCE DEVELOPMENT REGISTRATION

9101 Fayetteville Road, Raleigh, North Carolina 27603-5696 919-866-5800

Course:

Section Number	Title
----------------	-------

Instructor: _____ **Location:** _____ **Date:** _____
Begin _____ End _____

***Last 4 digits of SSN** XXX-XX-

Or College ID#: _____

(*used only to retrieve current/former student record)

Name: _____
Last First Middle

Address: _____

County of Residence: _____ **Date of Birth:** _____
Month Day Year

E-mail Address: _____ **Home Phone:** _____

Please Check: **Sex:** ☐ 1. Female ☐ 2. Male

Ethnicity: ☐ 1. Hispanic/Latino ☐ 2. Asian ☐ 3. Black or African American
☐ 2. Non Hispanic/Latino ☐ 4. Hawaiian or Pacific Islander ☐ 5. White

Check the **highest education level** that best describes you:

☐0 ☐1 ☐2 ☐3 ☐4 ☐5 ☐6 ☐7 ☐8 ☐9 ☐10

☐ 11 (Highest Grade Completed – Non-high School Graduate)

☐ 12 (High School Graduate)

-- GED

☐ 13 Adult High School Diploma☐ 14 Post High School Vocational Diploma☐ 15 Associate Degree☐ 16 Bachelor's Degree☐ 17 Master's Degree or Higher

Military Status:

☐ Active☐ Reserve☐ Discharged☐ Retired

Employment: ☐ Full-Time (FT) ☐ Part-Time (PT) ☐ Retired (R)
☐ Unemployed – Not Seeking (UN) ☐ Unemployed – Seeking (US) ☐ Inmate

Employer: _____ **Business Phone:** _____

Employer's Address:

Student _____ Date: _____
Signature: _____

Payment: Fees: \$ _____ \$ _____
Registration Total Amount

**No confirmation will be sent.
You will be notified only if the class is full or cancelled.**

Total Payment: \$ _____ **Check one:** ☐ *Check ☐ *Money Order

***Make check or money order payable to: Wake Technical Community College**

For your financial security, credit card information is not accepted via mail-in registration.

To register and pay online, go to workforce.waketech.edu

Disability Support Services (DSS) is available for students who require disability accommodations. To determine eligibility, contact DSS at 919-866-5670 (TTY 779-0668).

FOR OFFICIAL USE ONLY

Fees:	\$	\$
	<u>Registration</u>	<u>Total Amount</u>

☐ **Class is Full**

Class was Canceled

AN EQUAL OPPORTUNITY INSTITUTION





CAREER FIELDS

**When it comes to your career,
the sky's the limit!**

Climb an educational ladder — move from a non-degree certificate or diploma to its corresponding associate degree with an option to transfer to a four-year college or university to obtain a bachelor's degree in a related field.

Wake Tech offers programs in 13 career fields — groups of occupations that require similar knowledge and skills.

ADVANCED MANUFACTURING	BIOTECHNOLOGY	BUSINESS
COMMUNICATION, SOCIAL SCIENCES, ART AND HUMANITIES	CONSTRUCTION AND MAINTENANCE	EDUCATION
ENGINEERING	HEALTHCARE AND WELLNESS	HOSPITALITY AND PERSONAL SERVICES
INFORMATION AND DIGITAL TECHNOLOGY	PUBLIC SAFETY	SCIENCE AND MATH
	TRANSPORTATION	

**Move up the ladder toward your educational
and career goals!**

Learn more at
careerfields.waketech.edu

