

QCC offers high quality programs to help you learn new skills that you can apply immediately to your existing job or utilize for your future professional development. Our focus is to provide the practical skills that can help you improve competencies, secure/enhance employment, and experience personal enrichment.

Entrepreneurship & Small Business

Personal Fitness Trainer Certification

Saturdays, July 8 – September 9
9:00 am – 2:00 p.m.

NCHL362 **\$715**

Real Estate Salesperson Training

July 10 – 14
Monday – Thursday, 8:00 a.m. – 6:00 p.m.
Friday, 8:00 a.m. – 12:00 p.m.

NCBU826 **\$359**

Real Estate Broker Training

August 7 – 11
Monday – Thursday, 8:00 a.m. – 6:00 p.m.
Friday, 8:00 a.m. – 12:00 p.m.

NCBU820 **\$359**

For a complete list of Entrepreneurship & Small Business offerings, visit us at www.QCC.edu/WD-business

Too busy to come to campus?

Here are just some of our online offerings:

- ✓ Certificate in Data Analysis
- ✓ Certificate in Customer Service
- ✓ Supervisory & Leadership Certificate

For a complete list of offerings, visit us at www.QCC.edu/WD-online

Marketing & Management

For a complete list of Marketing & Management offerings, visit us at www.QCC.edu/WD

Computers & Technology

Microsoft Office 2013 Certificate

Mondays & Wednesdays,
July 17 – August 9
9:00 a.m. – 12:00 p.m. **or**
6:00 p.m. – 9:00 p.m.

NCCS213 **\$315**

Mastering Computer Skills for the Workplace

Online

NCCS651 **\$195**

For a complete list of Computers & Technology offerings, visit us at www.QCC.edu/WD-computers

Education

MTEL Reading

Mondays, July 10 – July 31
5:00 – 7:00 pm

NCBS042 **\$79**

Certificate in Blended Instruction

June 5 – September 1 – Online

NCBU994 **\$495**

For a complete list of Education offerings, visit www.QCC.edu/WD-education

Automotive Technology

Basic Automotive Maintenance

Monday – Thursday, July 31 – August 3
8:00 a.m. – 2:30 p.m.

NCMF918 **\$219**

For a complete list of Automotive Technology offerings, visit us at www.QCC.edu/WD-auto

Healthcare

Patient Access & Registration Professional Program

June 19 – July 21
Mondays, Tuesdays,
Wednesdays, & Thursdays,
9:00 a.m. – 2:00 p.m.
Fridays, 9:00 a.m. – 12:00 p.m.

NCHL030 **\$1950**

Nurse Assistant/Home Health Aide Training

Tuesdays, Thursdays,
July 11 – August 31
8:00 a.m. – 4:00 p.m.

NCHL380 **\$999**

Phlebotomy/EKG Technician Training

July 10 – August 31
Mondays, Tuesdays,
Wednesdays, & Thursdays,
9:00 a.m. – 2:00 p.m.
Fridays, 9:00 a.m. – 12:00 p.m.

NCHL406 **\$1455**

Personal Care Homemaker Training

Offered in both English & Spanish!

Saturdays, July 8 – August 26
8:00 a.m. – 5:00 p.m.

NCHL914 **\$525**

Medical Interpreting

Saturdays,
July 8 – September 2
9:00 a.m. – 4:00 p.m.

NCBU055 **\$1065**

For a complete list of Healthcare offerings, visit us at www.QCC.edu/WD-health

Basic Life Support (BLS) for Healthcare Providers (CPR/AED)

Wednesday, July 5
5:00 p.m. – 9:00 p.m.

Friday, August 11
9:00 a.m. – 1:00 p.m.

Thursday, August 24
9:00 a.m. – 1:00 p.m.

NCHL384 **\$85**

TEAS Test Dates

Tuesdays, July 11, August 8
9:00 a.m. – 1:00 p.m.

Wednesdays, July 19, August 16
1:00 p.m. – 5:00 p.m.

Thursdays, July 27, August 24
5:00 p.m. – 9:00 p.m.

NCHL500 **\$95**

TEAS Math Review

Saturday, July 8
9:00 a.m. – 2:00 p.m.

Tuesday, August 1
5:00 p.m. – 10:00 p.m.

NCHL501 **\$85**

TEAS Science Review

Saturday, July 15
9:00 a.m. – 2:00 p.m.

Thursday, August 3
5:00 p.m. – 10:00 p.m.

NCHL502 **\$85**

TEAS English Review

Saturday, July 22
9:00 a.m. – 2:00 p.m.

Tuesday, August 8
5:00 p.m. – 10:00 p.m.

NCHL503 **\$85**

TEAS Reading Review

Saturday, July 29
9:00 a.m. – 2:00 p.m.

Thursday, August 10
5:00 – 10:00 p.m.

NCHL504 **\$85**

REGISTER TODAY!

Career education is critical to help you succeed in today's workplace. Motivated employees like you enroll in career training programs for the following reasons:

1. Become More Marketable

In addition to a salary boost, skills training could be a bargaining chip to help you in your company's promotion process. Hiring managers offer higher entry-level salaries and more promotion opportunities to those with higher skill levels. Employers may even help fund your classes if you intend to stay with the company.

2. Advance Your Career

Management and supervisory positions often require specialized skills. Developing the essential soft skills in communication, problem solving and critical thinking will help you move up the career ladder. Additionally, specialized positions could require specific skills training or the attainment of an industry accepted certification.

3. Keep Your Skills Sharp

Whether you're in a skilled industry making the transition to high tech devices, or in a healthcare or teaching profession requiring constant recertification, it's important to stay current in your education. Continuing Education is essential in order to keep abreast of new technologies.

4. Get a Degree, Earn a Higher Salary

Many of our career training programs are the first step on a career ladder that will allow you to earn an associate degree.

Visit www.QCC.edu/WFD for more information



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Accelerate your career with the quality education you need to succeed in today's competitive job market, or train for a new career in Massachusetts' fastest growing industries in flexible learning environments.

Center for Workforce Development and Continuing Education Non-Credit Courses



GREAT CAREERS START HERE!